

FINANCE AND POLICY COMMITTEE AGENDA



Friday 29 November 2013

at 9.30 am

in the Council Chamber, Civic Centre, Hartlepool

MEMBERS: FINANCE AND POLICY COMMITTEE

Councillors C Akers-Belcher, Cook, Dawkins, Jackson, James, A Lilley, Martin-Wells, Payne, Richardson, Simmons and Thompson

1. APOLOGIES FOR ABSENCE

2. TO RECEIVE ANY DECLARATIONS OF INTEREST BY MEMBERS

3. MINUTES

- 3.1 To receive the minutes of the meeting of the Finance and Policy Committee held on 8 November 2013.
- 3.2 To receive the minutes of the meeting of the Health and Wellbeing Board held on 16 September 2013.
- 3.3 To receive the minutes of the meeting of the Safer Hartlepool Partnership held on 27 September 2013.

4. BUDGET AND POLICY FRAMEWORK ITEMS

- 4.1 Medium Term Financial Strategy (MTFS) 2014/15 Savings Proposal – Corporate Management Team
- 4.2 Reviewing the Sustainable Community Strategy for Hartlepool – Assistant Chief Executive
- 4.3 Local Council Tax Support 2014/15 – Chief Finance Officer



5. KEY DECISIONS

- 5.1 Public Health Commissioning Programme 2014/15 – *Director of Public Health*
- 5.2 Disposal of Surplus Assets – Morison Memorial Hall – *Director of Regeneration and Neighbourhoods*
- 5.3 Review of Community Involvement and Engagement (Including LSP Review): Update on Decisions Taken 'In Principle' – *Assistant Chief Executive*

6. OTHER ITEMS REQUIRING DECISION

- 6.1 Performance Increment Scheme (Chief Executive and Directors) – *Assistant Chief Executive*

7. ITEMS FOR INFORMATION

- 7.1 Function Catering Service – *Director of Regeneration and Neighbourhoods*
- 7.2 Employee Sickness Absence 2nd Quarter 2013/14 – *Assistant Chief Executive*
- 7.3 Quarter 2 – Council Overview of Performance and Risk 2013/14 – *Assistant Chief Executive*

8. ANY OTHER BUSINESS WHICH THE CHAIR CONSIDERS URGENT

ITEMS FOR INFORMATION

Date of next meeting – Friday 20 December 2013 at 9.30am in Committee Room B, Civic Centre, Hartlepool



FINANCE AND POLICY COMMITTEE MINUTES AND DECISION RECORD

8 November 2013

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

Present:

Councillor: Christopher Akers-Belcher (In the Chair)

Councillors: Rob Cook, Keith Dawkins, Peter Jackson, Marjorie James, Alison Lilley, Ray Martin-Wells, Carl Richardson, Chris Simmons and Paul Thompson.

Also present:

Councillors Ainslie, G Lilley and Loynes
Edwin Jeffries, Hartlepool Joint Trades Union Committee (HJTUC)

Officers: Dave Stubbs, Chief Executive
Andrew Atkin, Assistant Chief Executive
Chris Little, Chief Finance Officer
Alyson Carman, Legal Services Manager
Denise Ogden, Director of Regeneration and Neighbourhoods
Sally Robinson, Assistant Director Children's Services
Graham Frankland, Assistant Director, Resources
Christine Armstrong, Customer and Support Services Manager
Alastair Rae, Public Relations Manager
Joan Stevens, Scrutiny Manager
Angela Armstrong, Principal Democratic Services Officer

138. Apologies for Absence

Apologies for absence were received from Councillors Peter Jackson and Ray Martin-Wells.

139. Declarations of Interest

There were no declarations of interest at this point in the meeting.

140. Minutes

- (i) Minutes of the meeting of the Finance and Policy Committee held on 18 October 2013 – Received.
- (ii) Minutes of the meeting of the Safer Hartlepool Partnership held on 16

August 2013 – Received.

141. Matters arising from the minutes

Clarification was sought and provided on the circulation and distribution of the Finance and Policy Committee minutes once published. It was requested by Members that for future meetings of the Finance and Policy Committee, the published minutes from the previous meeting be attached to the agenda documentation for ease of reference.

In addition, Members requested that where a Member leaves during the meeting, this should be recorded within the minutes to assist with attendance records.

142. Savings Programme 2014/15 – Chief Executive's Department (*Chief Executive*)

Type of decision

For information, Members of the Committee were recommended to note the content of this report and formulate a response to be presented to Finance and Policy Committee on 29 November 2013.

Purpose of report

To identify proposals for the delivery of savings in respect of the Chief Executive's Department for consideration as part of the 2014/15 budget process. This report built on information already considered by the Committee at the meeting of 23 August 2013.

Issue(s) for consideration

The report provided the background to the 2014/15 Savings Programme. Further details were provided in the report in relation to the:

- (i) Proposals identified to make the savings;
- (ii) Risks associated with the proposed savings; and
- (iii) Financial considerations taken into account in developing the proposals.

The Chief Executive highlighted that the savings target at the outset of the budget process for the Chief Executive's Department was £338k. This target had been exceeded and totalled £457k which reflected the overall approach adopted by the Corporate Management Team for identifying achievable savings as part of the aim to protect front line services. The risk implications and financial and equality considerations were outlined in the

report.

A representative from HJTUC was in attendance and tabled a letter which highlighted a number of concerns with the proposals where the impact of savings may be the reduction of workforce or increased workload for already stretched staff. Whilst the Trade Unions fully recognised the intent to maintain services and minimise impact on staffing, they requested further consideration be given to those areas where vacant posts could be filled on a temporary basis or maintained for a further period of time to allow for full bedding in of new processes and Committees as highlighted in paragraphs 4.4.2 and 4.4.3 of the report. It was suggested that further dialogue between Officers and Trades Unions take place regarding their specific concerns to enable feedback to the Finance and Policy Committee on 29 November 2013.

A Member expressed some concerns that a post was being deleted with a subsequent voluntary redundancy as noted in paragraph 4.2.6, but that temporary funding was being made available for this post to continue for 6 months. The Chief Executive added that the post would be deleted from the establishment on 31 March 2014 but would continue to be temporarily funded from one off monies for a period of up to 6 months to progress some aspects of the services within that Division encompassed by national changes. In response to clarification sought by a Member, the Chief Executive confirmed that any redundancy payments for this post would be released once the employee had left the Authority.

Clarification was sought by a Member on the absorption of lost schools income as noted in paragraph 4.2.7. The Chief Executive indicated that whilst there was still demand from schools for the provision of Council services, there were fewer schools to recharge therefore income had reduced. However, the Assistant Chief Executive confirmed that this action was a one-off proposal for this year only to provide robust services and that further consideration of this area would be examined in the future. A Member added that there would be a risk of losing service provision to schools if they apply for academy status and that it was in the best interests of the Council to ensure it offers school the finest most robust services at best value.

Members supported the following recommendations unanimously.

Decision

- (i) The content of the report was noted.
- (ii) The proposed savings in relation to the Chief Executive's Department as part of the 2014/15 process were supported subject to further discussions between Officer and Trade Unions in relation to paragraphs 4.4.2 and 4.4.3 to take place before the next meeting of the Committee on 29 November 2013, on the proposals affecting the new processes/Committees and restructuring within the Department.

- (iii) That the contents of the report including Members comments as noted above along with feedback from the discussions as noted in recommendation (ii) be utilised to formulate a response to be presented to the Finance and Policy Committee on 29 November 2013.

143. Development of Student Accommodation on the Former Crown House Site, Surtees Street *(Director of Regeneration and Neighbourhoods and Chief Finance Officer)*

Type of decision

Key Decision – Test (i) applies – Forward Plan Reference RN 28/13.

Purpose of report

To update the Committee on the proposal for the Vela Group to build new student accommodation on the site of the former Crown House.

To seek Committee endorsement of the proposals to provide the Vela Group with a loan to enable the Project to proceed and to refer this proposal to full Council for approval.

To seek Committee approval for the sale of the site at the agreed value.

Issue(s) for consideration

The report provided the background to the sale of the Crown House site to Vela as agreed by the Finance and Policy Committee on 26 July 2013. It was noted that Vela had planning approval to construct two apartment buildings and two townhouses on the Crown House site and further details of the proposed development were included in the report. The site boundary was detailed in Appendix 1 and the value the Council would dispose of the land for was detailed in confidential Appendix 2. **This item contained exempt information under Schedule 12A Local Government Act 1972 (as amended by the Local Government (Access to Information) (Variation) Order 2006 namely information relating to the financial or business affairs of any particular person (including the authority holding that information) para 3.**

It was highlighted that the cost of the scheme was to be budgeted at £2,218m and was to be funded from borrowing to be repaid from future rental income. Vela had approached the Council to secure borrowing from the Public Works Loan Board in order to make the scheme viable. The Chief Finance Officer indicated he would normally advise Members not to support this type of project on the basis of the financial risks outlined in the report. However, in view of the wider regeneration and economic benefits

of the project, a number of potential options had been examined in order to mitigate these risks along with several safeguards and guarantees that would be in place to fully protect the Council's financial position which were detailed in the report.

In conclusion, the report outlined proposals to support the development of student accommodation on the Crown House site which will help to continue the redevelopment of this area.

At this point in the meeting Councillor Rob Cook declared a personal interest in this item.

In response to a question from a Member, the Director of Regeneration and Neighbourhoods confirmed that should Vela be taken over by another organisation in the future, the arrangements to support this project would be honoured as this would be included within the guarantee to pay the annual Loan Repayments.

A Member suggested that in order to maximise income generation, Vela may wish to consider short term lets for periods of under occupancy such as over the summer months. The Director of Regeneration and Neighbourhoods indicated that from a business viewpoint, Vela and Cleveland College of Art and Design would be looking to maximise income generation for this site.

Clarification was sought on the benefits the Council would achieve from this project. The Chief Finance Officer commented that the wider regeneration of the area was a major benefit of this project and added that the guarantees that would be in place would completely remove the financial risk to the Authority. The Chief Executive added that the project would help grow the local economy and support students in the town but without any cost being incurred by the Council.

Under Section 100(A)(4) of the Local Government Act 1972, the press and public were excluded from the meeting for the following items of business on the grounds that they involved 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) (Variation) Order 2006.

The meeting went into closed session to enable Members to discuss the content of the confidential Appendix. **This item contained exempt information under Schedule 12A Local Government Act 1972 (as amended by the Local Government (Access to Information) (Variation) Order 2006 namely information relating to the financial or business affairs of any particular person (including the authority holding that information) para 3.**

In response to questions from a Member, a further explanation of the

financial considerations was provided by the Director of Regeneration and Neighbourhoods.

The meeting returned to open session.

Members supported the recommendations as noted in the report unanimously.

Decision

- (i) Members supported the proposal to seek full Council approval on 5 December to approve the granting of a loan facility to the Vela Group of £2,218m to be drawn down in 2014 if required, subject to the Vela Group providing the following guarantees:
 - A guarantee will be provided to the Council by the Vela Group (which will include successors in title to the Vela Group) to pay the annual Loan Repayments for the duration of the loan (ie 40 years) based on the interest rate secured by the Council at the time funds were drawn down.
 - As a further safeguard, a legal charge will be placed on the land subject to the loan, which will protect the Council's financial position in the event that the guarantee cannot be discharged.
 - The Vela Group will not seek to increase the loan amount above £2,218m and any additional capital costs will be funded by the Vela Group.
- (ii) The Chief Finance Officer and Chief Solicitor were authorised to draft the necessary financial and legal documents to action the guarantees referred to in paragraph 6.1(i) for agreement with the Vela Group and to note these documents will not be signed until full Council had made a final decision on this proposal.
- (iii) That the disposal of the site as detailed in confidential Appendix 2 was approved. **This item contained exempt information under Schedule 12A Local Government Act 1972 (as amended by the Local Government (Access to Information) (Variation) Order 2006 namely information relating to the financial or business affairs of any particular person (including the authority holding that information) para 3.**

144. Appointment of Local Authority Representatives to Serve on School Governing Bodies *(Assistant Director, Education)*

Type of decision

Non key decision.

Purpose of report

To request approval of the applications received in respect of the appointment of the Local Authority representative governors to serve on school governing bodies where interest had been expressed in the vacancies.

Issue(s) for consideration

The report provided the background to the appointment of Local Authority representative governors on school governing bodies through a criteria agreed by Council in 2000. The schedule detailing vacancies which currently exist for LA representative governors was attached at Appendix 1 and the applications received in respect of these vacancies was attached at confidential Appendix 2. **This item contained exempt information under Schedule 12A of the Local Government Act 1972 (as amended by the Local Government (Access to Information) (Variation) Order 2006) namely information relating to any individual (para 1).**

At this point in the meeting, Councillor Chris Simmons declared a personal interest.

A Member sought clarification on the schedule of vacancies and where it indicated school governors were standing down. A Member commented that whilst it was disappointing that there were vacancies where no interest had been expressed for the vacancies on a number of governing bodies, it was recognised that some elected Members were school governors on more than one school and found that their commitments had become extensive and overstretched. It was suggested that future reports need only include details of where vacancies exist rather than note existing governors or why vacancies had occurred.

Under Section 100(A)(4) of the Local Government Act 1972, the press and public were excluded from the meeting for the following items of business on the grounds that they involved 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) (Variation) Order 2006.

The meeting moved to closed session to enable Members to discuss the confidential appendix. **This item contained exempt information under Schedule 12A of the Local Government Act 1972 (as amended by the Local Government (Access to Information) (Variation) Order 2006) namely information relating to any individual (para 1).**

The Chief Executive and Legal Services Manager provided clarification in

response to a number of questions from a Member.

The meeting returned to open session.

Members considered the applications received as follows:

Jesmond Garden's Primary School - Mr Richard Brown and Mrs Heather Bellwood - Mrs Heather Bellwood be appointed.

Springwell School – Mrs E Barraclough be appointed.

Members supported the recommendations unanimously.

Decision

That the following appointments to Local Authority Governors to serve on school governing bodies be approved as follows:

Jesmond Garden's Primary School - Mrs Heather Bellwood be appointed.

Springwell School – Mrs E Barraclough be appointed.

145. Registration Service Accommodation (*Assistant Chief Executive and Director of Regeneration and Neighbourhoods*)

Type of decision

Non key decision.

Purpose of report

To provide further information on alternative premises for the relocation of the Registration Service following recommendations made at the Finance and Policy Committee held on 19 September 2013.

Issue(s) for consideration

The reported provided the background to the previous decisions taken in relation to the Registration Service Accommodation. The report included details of the following two proposals for alternative venues including the costs for the physical changes to buildings:

Option A – Level 1, Civic Centre – at a cost of £68,000

Option B – The Willows, Raby Road – at a cost of £175,800

A discussion ensued on the financial implications of the proposals during which Members raised a number of concerns in relation to the detailed costings. The Assistant Director, Resources informed Members that on a long term basis, the Council would be looking to rationalise the number of buildings it owned and maintained and would therefore not propose any short term high level maintenance to those buildings. However, should Members make a commitment to continue the use of some of these buildings in the longer term; the high level maintenance would then be required. Concern was expressed by Members that the report was biased towards a decision to relocate the Registration Service to Level 1 of the Civic Centre. The Chief Executive indicated that the report was based on Officers professional opinions which were that to relocate the Registration Service to Level 1 would provide the most cost effective and efficient use of resources.

A Member questioned whether there was a plan in place for the relocation of the CJI Team should The Willows be utilised for the Registration Service. The Director of Regeneration and Neighbourhoods confirmed that discussions were ongoing in relation to the relocation of the CJI Team due to a number of imminent changes to the Probation Service and restructuring within the Cleveland Police.

In response to a Member's question on the cost of relocating this service, the Assistant Chief Executive confirmed that the Customer Services function of the Council had delivered around £250k worth of revenue savings out of operating costs over the last 3 years. The service provision within Customer Services had been reconfigured in order to deliver the savings being proposed in the report.

During the discussions that followed Members expressed some anxiety about locating the Registration Service on Level 1 of the Civic Centre as well as a number of uncertainties around the possible relocation of the CJI Team. As a result of this, it was considered that there were too many unanswered questions to enable Members to make a decision at the current time. It was suggested that consideration of this item any further be deferred to enable discussions to be held with Members and Officers at the next pre-agenda meeting of the Committee to debate the proposals further and ensure Members were fully informed. A Member requested that further information on how the access to the Civic Centre would be improved should the Registration Service be relocated to Level 1 of the Civic Centre should be provided at that meeting.

Decision

- (i) That consideration of the Registration Service Accommodation was deferred pending further debate and consideration of the issues and comments noted above at a future pre-agenda meeting of the Finance and Policy Committee.
- (ii) Upon completion of the above discussions, a further report is

submitted to Finance and Policy Committee to enable Members to consider all the issues surrounding the Registration Service Accommodation in full.

146. Savings Programme 2014/15 – Resources Division of Regeneration and Neighbourhoods (*Director of Regeneration and Neighbourhoods*)

Councillor Paul Thompson declared a personal interest at this point in the meeting.

Councillor Keith Dawkins left the meeting at this point.

Type of decision

For information, Members of the Committee were recommended to note the content of this report and formulate a response to be presented to Finance and Policy Committee on 29 November 2013.

Purpose of report

To identify proposals for the delivery of savings in respect of relevant areas of the Regeneration and Neighbourhoods Department for consideration as part of the 2014/15 budget process. The report builds on information already considered by the Committee at the meetings on 23 August 2013 and 18 October 2013 (in relation to the Community Pool).

Issue(s) for consideration

The report provided the background to the 2014/15 Savings Programme. Further details were provided in the report in relation to the:

- (iv) Proposals identified to make the savings;
- (v) Risks associated with the proposed savings; and
- (vi) Financial considerations taken into account in developing the proposals.

The Director of Regeneration and Neighbourhoods highlighted that the savings target at the outset of the budget process for the Regeneration and Neighbourhoods Department was £1.3m. It was noted that the approach taken had not been to apportion specific percentage targets to each Division/Service, but to look at options emerging from across the Department in a more structured manner in order to achieve the overall target. The risk implications and financial, equality and diversity and staff considerations were outlined in the report.

Councillor Christopher Akers-Belcher declared a prejudicial interest in

relation to the Community Pool.

Decision

- (i) The contents of the report were noted.
- (ii) That the contents of the report including Members support for the savings programme within the Resources Division of the Regeneration and Neighbourhoods Department be utilised to formulate a response to be presented to the Finance and Policy Committee on 29 November 2013.

147. Any Other Items which the Chairman Considers are Urgent

None.

The meeting concluded at 10.49 am

P J DEVLIN

CHIEF SOLICITOR

PUBLICATION DATE: 15 NOVEMBER 2013

HEALTH AND WELLBEING BOARD

MINUTES AND DECISION RECORD

16 September 2013

The meeting commenced at 10.00 am in the Civic Centre, Hartlepool

Present:

Councillor Richardson (substitute for Councillor C Akers-Belcher, Leader of Council) (In the Chair)

Prescribed Members:

Elected Members, Hartlepool Borough Council, Councillors Simmons and Ainslie (substitute for Councillor Hall)

Representing Hartlepool and Stockton-on-Tees Clinical Commissioning Group; Dr Pagni and Ali Wilson

Representing Director of Child and Adult Services, Jill Harrison, Assistant Director (Adult Services)

Director of Public Health, Hartlepool Borough Council, Louise Wallace

Representatives of Healthwatch, Margaret Wrenn

Other Members:

Chief Executive, Hartlepool Borough Council; Dave Stubbs

Director of Regeneration and Neighbourhoods, Hartlepool Borough Council, Denise Ogden

Representative of the NHS England; Caroline Thurlbeck

Representative of Hartlepool Voluntary & Community Sector, Tracy Woodall

Representative of Tees Esk and Wear Valley NHS Trust, David Brown (substitute for Martin Barkley)

Representative of Cleveland Fire Authority, Ian McHugh

Representative of North East Ambulance Service, Nicola Fairless

Also in attendance:-

Dr Phillipa Walters, Tees Valley Public Health Shared Service

Jill Simpson, Durham, Darlington and Tees Area Team

Officers: Steve Hilton, Public Relations Officer
Richard Starrs, Strategy and Performance Officer
Amanda Whitaker, Democratic Services Team
Andy Graham, Public Health Registrar

26. Apologies for Absence

Councillor C Akers-Belcher, Leader, Hartlepool Borough Council

Councillor Hall, Hartlepool Borough Council

Representatives of Healthwatch, Stephen Thomas

Representative of North Tees and Hartlepool NHS Foundation Trust; Alan Foster
Councillor Fisher, Chair, Audit and Governance Committee (Observer)

27. Declarations of interest by Members

None

28. Minutes

The minutes of the meeting of the Health and Wellbeing Board held on 5 August 2013 were confirmed.

29. Funding Transfer from NHS England to Social Care – 2013/14 *(Assistant Director, Adult Services, Hartlepool Borough Council and Chief Officer, Hartlepool and Stockton-on-Tees Clinical Commissioning Group)*

The report sought the Board's approval for the use of the Funding Transfer from NHS England to Social Care 2013/14. The Board was advised that in 2011/12, the NHS Operating Framework had identified NHS funding for social care. Over £600m had been allocated to Primary Care Trusts who were required to transfer the funding to their Local Authorities via an agreement under section 256 of the 2006 NHS Act (a s256 agreement) to invest in social care services which also had a health benefit. This funding had been initially identified for 2011/12 and 2012/13. The funding allocated for Hartlepool for 2011/12 and 2012/13 was £1,219,000. In line with the guidance issued by the Department of Health, the Local Authority and PCT worked together to develop a plan for how this funding would be used. This was monitored through a North of Tees Reablement Steering Group which met regularly to monitor progress and evaluate performance information. The Plan had been circulated as an appendix.

A letter from the Department for Communities and Local Government and the Department of Health to Chairs of Health and Wellbeing Boards and Directors of Adult Social Services on 26 June 2013 had confirmed that this funding would remain in place until March 2016, with a significant increase in funding anticipated in 2015/16 as the letter announced a £3.8 billion pool of funding to promote the integration of health and social care services. The letter explained what this meant for adult social care and also advised Chairs of Health and Wellbeing Boards and Directors of Adult Social Services that it would enable 'investment in prevention and early intervention'. The funding allocated for Hartlepool for 2013/14 was £1,793,604 which was an increase of £574,604 on funding received in previous years.

Representatives from the Local Authority, Clinical Commissioning Group and

Area Team had worked together to review the plan covering 2011/12 and 2012/13 and to identify priorities for the use of the additional funding for 2013/14. The proposals for use of the funding met the requirement for investment in adult social care with health benefits and would make a positive difference to social care services and outcomes for people using services. It was proposed that the additional funding for 2013/14 be used to maintain services that support people to remain independent in the community (including extra care, respite, domiciliary care and personal budgets) where the Local Authority currently had budget pressures and would be required to cut services without this investment. The plan for use of the funding for 2013/14 had been circulated at Appendix 2. A draft s256 agreement had been prepared by NHS England's Durham, Darlington & Tees Area Team and would be finalised and signed by the Area Team and the Local Authority following approval of the plan. The draft agreement had been circulated also to members of the Board.

Decision

The Board approved the plan for use of the Funding Transfer from NHS England to Social Care 2013/14.

30. **Improving A&E Performance and Winter Planning** (*Chief Officer, Hartlepool and Stockton on Tees Clinical Commissioning Group*)

The report provided the Board with an update in relation to National expectations and requirements for delivery of the 95% operational standard for A&E performance and the approach to winter planning 2013/14 as set out in the key paper – *Improving A&E Performance* (Gateway 00062 – Appendix A) issued by NHS England. The report summarised the work being undertaken to ensure delivery of effective optimal Urgent Care entering into the challenging winter period. The Board was assured that it was intended to continue to robustly assess and review all Urgent Care Services to ensure that demand could be met efficiently and would continue to collaborate with all key stakeholders involved within the Urgent Care agenda.

Decision

The report was received by the Board.

31. **Feedback from Health and Wellbeing Board Sub Groups** (*Director of Public Health*)

The report informed the Board of the progress of establishing the three sub groups supporting the work of the Board. The terms of reference for the

Board described three sub groups reporting to the Board with responsibility for overseeing the implementation of the Health and Well Being Strategy and associated action plan. At the Health and Well Being Board meeting on 5th August 2013, the chairs of the sub groups had been identified and had been requested to establish initial meetings of these groups by September 2013:

The Board was advised that the Health and Well Being Strategy Action Plan has been reviewed and appendix 1 suggested which sub groups take responsibility for overseeing specific elements of the action plan.

The Director of Public Health advised the Board that a report would be submitted to a future meeting of the Board which would provide information on performance for each of the Groups. A report would be submitted also to the Council's Audit and Governance Committee.

Decision

The Board noted the progress that had been made in establishing the sub groups and the allocation of actions from the Health and Well Being Strategy Action Plan across the three groups.

32. Pharmaceutical Needs Assessment (*Dr Phillipa Walters, Tees Valley Public Health Shared Service*)

The report set out the responsibilities relating to the Pharmaceutical Needs Assessment for Hartlepool. The Board was advised that each Health and Wellbeing Board (HWB) had a number of responsibilities which included the publishing of a Pharmaceutical Needs Assessment by 1 April 2015. The National Health Service (Pharmaceutical and Local Pharmaceutical Services) Regulations 2013 set out the minimum requirements for the first Pharmaceutical Needs Assessment (PNA) produced under this duty. Health and Wellbeing Boards would be required to undertake a consultation on their first PNA for a minimum of 60 days and the Regulations listed those persons and organisations that had to be consulted. In accordance with the 2013 Regulations, the Health and Wellbeing Board was now responsible for the latest PNA published by the former PCT (NHS Hartlepool). As the inherited PNA was already being used by NHS England and the duty had been placed upon the Board to ensure that the PNA was robust and up to date, the Board was advised of the systems which would be required to be put in place in conjunction with the Tees Valley Public Health Shared Service

Decision

That the report be noted.

33. Feedback from Regional Meeting of Health and Wellbeing Board Chairs Network (*Chair*)

The report provided feedback to the Board from the regional meeting of the Chairs of Health and Well Being Boards held on Monday 9th September 2013 (documents for which had been circulated to members of the Board). The report set out the items which had been discussed and actions which had been agreed at the meeting.

The Chair highlighted that Investment in tobacco by Local Authority Pension Funds had been a key item of discussion. Following those discussions, it had been agreed to further develop the paper discussed at meeting and present it to leaders and mayors across the North East with a view to collective action to withdraw from such investments, explore how other areas have approached this issue who have withdrawn from such investments and to alert representatives on the Teesside pension Fund of this issue.

Members of the Board discussed issues arising from investment in tobacco. Following on from those discussions, the impact of excessive consumption of alcohol both in terms of the health of an individual but also the impact on society, families and children was highlighted. Engagement with the alcohol industry was, therefore, considered also to be an issue.

Decision

That Board noted the content of the report and

34. Presentation – NHS Structures

Further to minute 24 of the meeting of the Board held on 5 August 2013, the Board received a presentation which outlined the context of NHS reforms and the rationale for that reform together with Policy issues set against economic context.

The presentation covered details including the roles and functions of Area Teams, Clinical Commissioning Groups, Public Health Departments and Healthwatch. Board Members who represented the identified organisations contributed to the presentation and provided information which supported the issues which had been highlighted in the presentation.

Decision

The Board noted the presentation and the Chairman expressed his appreciation of the contributions of Board Members in updating the Board to allow greater understanding of NHS structures.

35. Presentation – A Call to Action – Working in Partnership with Health and Wellbeing Boards

The Board received a presentation which introduced the national NHS England 'A Call to Action' initiative and which set out the rationale, process and timelines associated with the initiative together with the role of the Health and Wellbeing Board in the context of the initiative.

Board Members noted that the delivery of local engagement activity would take place throughout September 2013 and October 2013 with national engagement activity from September 2013 to January 2014. There was recognition that there was an opportunity for this national initiative to work on a local basis. It was highlighted that the Board had agreed a joint communication and engagement strategy which could form the basis for progressing this initiative. Referring to the timescales which had been presented, Board Members wanted to ensure meaningful dialogue was undertaken and highlighted therefore that dialogue would have to be used as a template for ongoing discussions. Board Members discussed also how the initiative would complement work which had been undertaken already.

The role of the Council's Audit and Governance Committee was highlighted together with the potential involvement of the Council's Neighbourhood Forums and the Safer Hartlepool Partnership.

Decision

The presentation was noted.

36. Any Other Items which the Chairman Considers are Urgent

It was noted that the next meeting of the Board would be held on 28 October at 10 a.m.

CHAIR

SAFER HARTLEPOOL PARTNERSHIP DECISION RECORD

27 September 2013

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

Present:

Councillor: Christopher Akers-Belcher (In the Chair)
Councillor Allan Barclay, Elected Member, HBC
Dave Stubbs, Chief Executive
Denise Ogden, Director of Regeneration and Neighbourhoods
Clare Clark, Neighbourhood Manager
Louise Wallace, Director of Public Health
Chief Superintendent Gordon Lang, Cleveland Police
Chief Inspector Lynn Beeston, Chair of Youth Offending Board
Lucia Saiger-Burns, Tees Valley Probation Trust
Councillor Carl Richardson, Cleveland Fire and Rescue Authority
Ian McHugh, Cleveland Fire and Rescue Authority
John Bentley, Safe in Tees Valley
Andy Powell, Housing Hartlepool

Also present:

Karen Hawkins, Hartlepool and Stockton Clinical Commissioning Group
Colin Shevills, Balance North East
Dave King, NHS England
Julie Keay, Tees Valley Probation Trust
Helen Vitty, Probation Trust

Officers: Joan Stevens, Scrutiny Manager
Lisa Oldroyd, Community Safety Officer
Richard Starrs, Strategy and Performance Officer
Denise Wimpenny, Principal Democratic Services Officer

27. Apologies for Absence

Apologies for absence were submitted on behalf of Barry Coppinger, Police and Crime Commissioner.

28. Declarations of Interest

None at this point in the meeting. However, Councillor Christopher Akers-Belcher declared a personal interest later in the meeting (Minute 33 refers)

29. Minutes of the meeting held on 5 July 2013

Confirmed.

30. Matters Arising from the Minutes

Minute 24 – Reducing Reoffending in the North East – Improving Joint Working Between Prisons and Local Authorities – A representative from Tees Valley Probation Trust commented on the benefits of the National Offender Management Directorate (NOMS) representative being invited to future meetings of the Partnership. The Partnership agreed that the NOMS representative be invited to future meetings of the Forum. The Chair highlighted that a formal response would be submitted by the Partnership to the ANEC Leaders and Mayors Group, a copy of which would be provided to all Members of the Partnership.

31. Role of Health Organisations in Offender Health – Presentation *(Representative from NHS England)*

Issue(s) for consideration

A representative from NHS England, who was in attendance at the meeting, provided the Partnership with a detailed and comprehensive presentation in relation to the role of Health Organisations in Offender Health. The presentation included an overview of national commissioning arrangements, Health and Justice (North East and Cumbria) responsibilities and focussed on the following:-

- Prison's Responsibilities
- General Prison Healthcare
- Prisons – Secondary Care
 - ongoing development of prison based secondary care services
 - ensure external hospital appointments are necessary and timely
- Prisons – Substance Misuse
 - commission substance misuse services (Drug and Alcohol recovery Teams – DART) that are bespoke to the needs of the prison population
- Support transfer of commissioning responsibility from the Youth Justice Board to NHS England – estimated 2014/15
- Support the YJB in the procurement of Secure Training Centres
- Commission NHS equivalent services

- Lead on the transfer of commissioning for custodial healthcare from the Police to NHS England – 2015
- NHS England will work with police, crime commissioners, local authorities and public health and community safety groups in delivering services that secure the best help for vulnerable sex crime victims

In the discussion that followed the conclusion of the presentation and in response to a Member's request for clarification in relation to current and previous reoffending statistics, the Chair stated that this issue would be covered in detail under a separate agenda item at today's meeting. The potential factors contributing to reoffending rates were also discussed. The Chair of the Youth Offending Board was pleased to report a reduction in reoffending rates in Hartlepool.

The Chair thanked the representative for his attendance at the Partnership.

Decision

The presentation was noted.

32. Balance - Alcohol Policy Update – Presentation

(Representative from Balance North East)

Issue(s) for consideration

The Director of Balance North East, who was in attendance at the meeting, reported on the current alcohol consumption rates, the links between alcohol and crime, alcohol and health and alcohol related hospital admissions. It was noted that official figures confirmed that the North East of England had the highest rates of 11-15 year old children drinking alcohol. The Director then went on to provide a comprehensive presentation in relation to the Balance Delivery Plan and focussed on the following issues:-

Marketing Campaigns

- Cancer Campaign
- Push on Dry January – engaging with workforce
- Alcohol in the cinema

Balance Delivery Plan

- Public opinion survey – results November
- 4 strategic partnership meetings and update briefings
- Key message training – health leads
- Benchmark reports on hospital admissions – North East falling faster

- than anywhere else in England (0.2% increase in Hartlepool)
- Looking at benchmarking illicit alcohol market

Minimum Unit Pricing (MUP)

- Disappointing Government response to consultation – dropped MUP, multi-buy ban
- Ancillary licences introduced
- MUP still supported in North East
- Scottish Government still going ahead with MUP
- Ireland and Northern Ireland moving ahead with MUP and Europe looking more supportive

What next for MUP?

- Stronger evidence – in British Columbia 10% minimum price increase led to fall in deaths of 32%
- NW still actively looking at bye-law
- High consumption leading to health and wider crime and social harms
- Balance tasked with stepping up pressure

In response to a request for the Director's views on the recent announcement from the Chief Constable in the North West in relation to drunk tanks, the Partnership was advised that the press release seemed to focus more on drunk tanks as opposed to the wider issues of prevention and questioned whether an accurate message had been publicised.

With regard to a recent news item that other areas had been working with supermarkets and off-licences to remove high strength alcohol from the shelves, a query was raised as to whether there was any evidence to support this proposal and whether this was an issue that should be considered in the North East. In response, Members were advised that the project was intended to tackle street drinking and would not address the problem of 40% of the population who were drinking above the recommended levels. The importance of making alcohol less affordable, less available and the need to reduce the heavy promotion of alcohol was emphasised.

Members went on to discuss the issue of parental responsibility and the importance of including the risks associated with alcohol in the curriculum in schools. The Director outlined the work that Balance had undertaken with young people and referred to the importance of parents educating their children on the risk of alcohol consumption at an early age. A query was raised regarding the distinction between attitudes towards smoking and attitudes in relation to alcohol. The Director of Balance North East advised that the message in relation to tobacco was much clearer and highlighted the need for more work to be done at a national level. Reference was made to a hard hitting advert that would shortly be publicised in relation to the risks of alcohol consumption. Further details were provided regarding

the dry January campaign in response to a request for clarification.

Further debate ensued in relation to the potential impact of publicising the links between alcohol and cancer in the cancer campaign to be run by Alcohol Concern and supported by Balance North East.

In concluding the debate the Director of Public Health expressed the support of the Public Health Team for campaigns of this type and commented on the need to explore joint commissioning in an effort to sustain the good work already done and focus on intensive end of need.

Decision

That the contents of the presentation and comments of Members be noted.

33. The New Health Landscape - Presentation *(Director of Public Health)*

Issue(s) for consideration

At this point in the meeting the Chair, Councillor Christopher Akers-Belcher, declared a personal interest in this item of business.

The Board received a presentation which outlined the context of NHS reforms and the rationale for that reform together with Policy issues set against economic context.

The presentation included details of the roles and functions of Area Teams, Clinical Commissioning Groups, Public Health Departments and Healthwatch. A representative from the CCG contributed to the presentation and provided information which supported the issues which had been highlighted in the presentation.

Reference was made to the complexity of the structures and the importance of the role of commissioners to ensure joined up working between authorities to ensure any decisions taken by individual authorities did not result in a detrimental impact on others.

Decision

The contents of the presentation and comments of Members were noted.

34. **Reducing Reoffending in Hartlepool** *Director of Offender Management (Durham Tees Valley Probation Trust)*

Purpose of report

To update the Safer Hartlepool Partnership on the current work of the local Reducing Reoffending Strategic Group into tackling reoffending in Hartlepool.

To propose a Reducing Reoffending Strategy for Hartlepool that adopts an 'Offender Centric' approach to reducing offending and the broader harm caused to the community.

Issue(s) for consideration

The Tees Valley Probation Trust Representative introduced the report which provided background information in relation to the decision to develop a local Reducing Re-offending Strategy to tackle high rates of re-offending and provided an update on some of the work undertaken to date. The Partnership's approval of the Strategy was sought.

The report included details of the national context in terms of changing the landscape of rehabilitation, the local context, local evidence base of who are the re-offenders, which services the re-offenders engaged with, predominant types of re-offence committed as well as details of the profile of the top ten re-offenders in Hartlepool. Details of the pathways into rehabilitation and access to services were provided, as set out in the report.

Thanks were expressed to Clare Clark, Neighbourhood Manager, for her contribution to the report. Members were advised that Lisa Oldroyd from the Community Safety Team and Helen Vitty, a representative from the Durham Tees Valley Probation Trust had been invited to the meeting to provide information on re-offending figures.

The Community Safety Officer and representative from Durham Tees Valley Probation Trust went on to deliver a joint presentation which contributed to the report and focussed on the rationale for measuring re-offending, how partners contributed to proven re-offending and re-offending data for the period April 2012 to March 2013. It was noted that analysis revealed that during the 12 month period a total cohort of 1,704 offenders were identified with 531 of these offenders having committed a re-offence within the 12 month period. The majority of re-offenders were adults (93%) with 84.4% being male. In relation to the 531 repeat offenders, 498 were adult repeat

offenders and 33 were juveniles.

Following the conclusion of the presentation Members discussed the contents of the report and issues highlighted in the presentation. Representatives responded to issues raised by Members. Clarification was provided in relation to support arrangements in place for prolific offenders and the predominant types of re-offences committed. It was acknowledged that further work was needed in relation to the type of crimes committed.

Emphasis was placed upon the role of Partnership Members in ensuring local services were co-ordinated in a manner that met the needs of offenders whilst at the same time ensuring local communities remained safe. A Member shared examples of unacceptable behaviour of ex-offenders in the community and raised concerns regarding the impact of behaviour of this type on local communities. The need to continually monitor and review behaviour of ex-offenders in local communities was emphasised. Members were advised that the Team around the Household approach would identify any unacceptable behaviour in local communities.

Decision

- (i) That the draft strategy for reducing reoffending be approved.
- (ii) That further consultation in relation to the strategy be undertaken in line with the Hartlepool Community Compact.

35. Transforming Rehabilitation: A Strategy for Reform (*Director of Regeneration and Neighbourhoods*)

Purpose of report

This report outlines the current position in respect of multi-agency discussions about a potential response to the Government's proposals for exposing the majority of Probation Services in relation to adult offenders to commercial competition, and seeks initial approval for a proposed approach, subject to further reports as the detailed options become clearer.

Issue(s) for consideration

The Director of Regeneration and Neighbourhoods reported on the background to the plans to abolish the current Probation Trust and the proposals to establish a new Probation Service. Despite adverse responses to the consultation, the Government had decided to press on with its plans. One minor change, but a significant one for Tees Valley was an increase in the number of proposed new companies from 16 to 21,

which allowed for 2 companies, one of which would cover the current Durham Tees Valley Probation Trust area.

A series of discussions had taken place to establish the level of interest in establishing a public and third sector consortium to bid for the work. Representatives of the Council had registered its interest in participating in such a consortium. Since writing the report, Members were advised that all Tees Valley Local Authorities had given support to this model together with a local NHS Trust, a major local housing provider and a sub regional voluntary organisation.

Whilst the timetable was not yet fully clear, it was anticipated that the Pre-Qualification Questionnaire (PQQ) process for getting onto a tender list would begin shortly. The report provided details of the financial and risk implications of the proposals. It was highlighted that at this stage the only commitment would be to a share of the costs of undertaking the PQQ process of £6,000 which could be identified from the Safer Hartlepool Partnership budget.

Decision

- i) That the action taken to date be endorsed.
- ii) That the Partnership continue to support the consortium bid.
- iii) That up to £6,000 from existing budget provision be used to support the PQQ.
- iv) That further reports be presented as and when more detail becomes available.

36. Hartlepool Household Survey 2013 *(Strategy and Performance Officer)*

Purpose of report

To update the Safer Hartlepool Partnership on the available results from the Household Survey.

Issue(s) for consideration

The report set out the background together with detailed results from the Hartlepool Household Survey. Response rates for individual wards ranged between 24.7% and 40%. A copy of the survey including headline results was attached as an appendix to the report. A full report including comparisons and demographic breakdowns would follow later in the

Autumn.

Decision

That the contents of the report be noted and that Ward level results would be available in the Autumn.

37. Making the Difference: The Role of Adult Social Care Services in Supporting Vulnerable Offenders *(Director of Regeneration and Neighbourhoods)*

Purpose of report

The report draws together current information about young people and adults with multiple needs in contact with the criminal justice system. It discusses the role of adult social care in supporting vulnerable adults and recognises the importance of a multi agency approach to reducing offending and re-offending.

Issue(s) for consideration

The Director of Regeneration and Neighbourhoods presented the report which provided information relating to young people and adults with multiple needs in contact with the criminal justice system as well as the role of adult social care in supporting vulnerable adults. Research undertaken on both a regional and local level, previously presented to the Partnership, indicated that much more could be done to improve pathways to services. It was highlighted that this report should be considered alongside the 'Reducing Reoffending in Hartlepool' report which had been considered earlier in the meeting (Minute 34 refers). The role of adult social care in reducing reoffending would also be explored by the Audit and Governance Committee and this report would also be considered at future meetings of the Health and Wellbeing Board and the Local Vulnerable Adult Safeguarding Board.

Decision

The report was noted.

38. Date and Time of Next Meeting

It was reported that the next meeting was scheduled for 1 November 2013

at 9.30 am.

The meeting concluded at 11.35 am.

CHAIR

FINANCE AND POLICY COMMITTEE

29 November 2013



Report of: Corporate Management Team

Subject: MEDIUM TERM FINANCIAL STRATEGY (MTFS)
2014/15 SAVINGS PROPOSAL

1. TYPE OF DECISION/APPLICABLE CATEGORY

Budget and Policy Framework decision.

2. PURPOSE OF REPORT

- 2.1 To consider the views / comments received from each of the individual Policy Committees in relation to the 2014/15 savings proposals.
- 2.2 To ask that the views / comments expressed by the Policy Committees be fed back to the Corporate Management Team to assist in the preparation of the finalised 2014/15 savings proposals, for consideration by the Finance and Policy Committee in January 2013.

3. BACKGROUND

- 3.1 The previous Medium Term Financial Strategy report on 2nd August 2013 advised Members that Local Authorities face significant additional funding cuts over the next three years. Based on an assessment of information available at the time it was estimated that over the period 2014/15 to 2016/17 the Council will need to make further cuts of £16.2m. This equates to 18% of the net General Fund budget and these cuts will be significantly more difficult than the cuts made over the last three years.
- 3.2 In relation to 2014/15 the Council originally faced a gross budget deficit of approximately £8.5m. This was reduced to £4.5m through a combination of measures as summarised below:

Revised budget deficit 2014/15

	£'000	£'000
Budget Deficit reported February 2013		8,524
Public Health Funding		(500)
Full Year ICT saving (includes potential rental		(500)

income)		
Changes in Planning assumption		(1,797)
Net Budget Gap 2014/15		5,727
Initial One-off funding	(680)	
Additional One-off funding	(320)	
Use of residual balance of 'Savings implementation reserve'	(133)	
Total use of one-off funding		(1,133)
Permanent budget cuts to be implemented 2014/15		4,594

- 3.3 Detailed departmental savings proposals with a total value of £4.376m had been identified and on the assumption that these proposals are all implemented the net unfunded budget deficit for 2014/15 was forecast to be £0.218m. It was anticipated this amount could be bridged from the 2014/15 New Homes Bonus, although this income is not yet guaranteed and will depend on the actual 2014/15 Local Government Finance settlement.
- 3.4 Additional Government announcements made since the previous MTFS report to the Committee indicate that the actual Core Revenue grant cuts for 2014/15 and 2015/16 will be higher than previously indicated by the Government, which will increase the forecast budget deficit. The additional Core Revenue grant cuts are anticipated to be a significant issue for 2015/16, although it is hoped that a significant element of these additional grant cuts will be offset by the new 'Health and Social Care Integration Grant'. An update on the impact of these changes will be reported to the Committee on 20th December 2013, assuming the 2014/15 Local Government Finance Settlement has been issued before this date in sufficient time to assess the impact at a local level.
- 3.5 As reported in the 2013/14 quarterly Financial Management reports it is anticipated that there will be an uncommitted managed underspend in the current year of between £0.807m and £1.482m, depending on the outturn for seasonal and demand lead budgets. As previously reported the availability of these uncommitted one-off resources will help the Council manage the impact of higher actual Core Revenue grant cuts in 2014/15 and 2015/16. However, the use of these resources will only provide a temporary solution and defer part of the budget cuts until a later year.
- 3.6 In relation to the 2014/15 departmental savings proposals of £4.376m these were referred to individual Policy Committees for detailed consideration and comments on these proposals are provided in the following sections for the Committees consideration. As detailed in previous reports if these proposals are not implemented for 2014/15 alternative cuts will need to be identified and then put forward for consultation.

4. POLICY COMMITTEES RESPONSE TO THE MEDIUM TERM FINANCIAL STRATEGY (MTFS) PROPOSALS FOR 2014/2015 - SPECIFIC ISSUES TO BE CONSIDERED BY THIS COMMITTEE

- 4.1 The Finance and Policy Committee, at its meeting on the 19 September 2013, considered details of initial departmental budget savings proposals and budget pressures for 2014/15. At this meeting, it was determined to refer these proposals to the relevant Policy Committees for consideration and their responses were fed back to the Finance and Policy Committee on the 19 September 2013.
- 4.2 Further detailed reports in relation to the 2014/15 savings proposals were considered by the Policy Committees at their November 2013 meetings. Responses from each of the Policy Committees are outlined below to assist the Finance and Policy Committee in its development of detailed savings proposals at today's meeting:-

Adult Services Committee (4 November 2013)

Adult Services

- 4.3 The Adult Services Committee reluctantly agreed to the savings proposals relating to Adult Services. The Committee considered that there were no other alternative options and emphasised the need to try and maintain front line services as far as possible.
- 4.4 Members expressed great concern at the scale of the cuts and the longer term implications that the cuts will have on services, staff and the community. Members also expressed concern at the potential implications of further cuts in 2015/16 and beyond.

Children's Services Committee (5 November 2013)

Education

- 4.5 The Children's Services Committee reluctantly supported the savings proposals relating to Education, however, in relation to the saving proposed for discretionary transport, a separate report will be presented to the Committee in January for Members consideration / decision on this saving.
- 4.6 The Committee made the following comments on the savings proposals:-

Educational Psychology – Members highlighted that the saving proposed for the Educational Psychology Service was on a balance of risk with the risk being whether the schools will buy the service. Members were reassured by the Assistant Director that the service can generate sufficient income and a business plan is in place.

Data Management Service – The Committee questioned whether the Local Authority could offer all the services schools require in relation to data management rather than schools purchasing services from this Local Authority and an another. The Assistant Director confirmed that this would be explored.

Children's Services

- 4.7 The Children's Services Committee reluctantly supported the savings proposals relating to Children's Services.

Finance and Policy Committee (8 November 2013)

- 4.8 The Finance and Policy Committee acknowledged the difficult financial position facing the Council in 2014/15 and the increasing challenges to be faced in coming years. The Committee went on to look in detail at the following saving programme areas for 2014/15:

- The Chief Executives Department; and
- The Resources Division of Regeneration and Neighbourhoods.

THE CHIEF EXECUTIVES DEPARTMENT

The Committee reluctantly supported the £457,000 of savings identified and noted that this exceeded the £338,000 savings target initially identified. During the course of discussions, the following comments were made.

Chief Solicitor's Division

- 4.9 Staffing Savings - The Committee was made aware of a letter submitted by UNISON expressing concerns regarding the impact of proposed 'staffing savings' within the Chief Solicitors Division. Concern was expressed that the impact of the new governance arrangements was not yet fully known and it was suggested that this saving could be met from the additional savings identified over and above the original £338,000 target.
- 4.10 In response to the issues raised, the Committee noted that the additional savings had been identified as part of an approach to protecting front line services and as such formed part of the Council's overall savings requirements. It was, however, agreed that the concerns raised would be discussed further with UNISON in the interim period between the Finance and Policy Committee meetings on the 8 November and the 29 November 2013.

Assistant Chief Executive's Division

- 4.11 Changes to Management Arrangements - In relation to proposed changes to management arrangements within the division, the Committee sought clarification as to the proposal for the retention of one post for 6 months of the 2014/15 financial year, to enable the full implementation of national changes.
- 4.12 Members welcomed confirmation that funding for the post would cease in April 2014 and that funding would be provided from 'one off' reserves to enable the post to continue for 6 months to enable the completion of the required work. Members were assured that the one-off monies, and any

redundancy payments, would be paid up to the point when the post was no longer required (i.e. at the end of the 6 month period).

- 4.13 Absorption of Lost Schools Income – Members noted the intention in 2014/15 to absorb the lost schools income within the context of the savings proposals and expressed concern that this was unsustainable in the longer term, placing pressure on other service areas. The Committee welcomed clarification that this was a one off proposal for 2014/15 to maintain the availability of services that can be sold to schools, leaving charges at their current rates to encourage schools not to change providers. Members were also assured that any future loss would be met by reductions in resources from those areas of the division delivering services to schools, with no impact on other service areas.

THE RESOURCES DIVISION OF REGENERATION AND NEIGHBOURHOODS

- 4.14 The Finance and Policy Committee reluctantly agreed to the savings proposals relating to the Resources Division of Regeneration and Neighbourhoods and Adult Services, with no specific issues raised.

Neighbourhood Services Committee (11 November 2013)

- 4.15 The Neighbourhood Services Committee acknowledged the difficult financial position facing the Council in 2014/15 and went on to look in detail at the following saving programme areas for 2014/15:

- Neighbourhood Management Section of the Regeneration and Neighbourhoods Department; and
- Neighbourhoods Division of the Regeneration and Neighbourhoods Department.

NEIGHBOURHOOD MANAGEMENT SECTION OF THE REGENERATION AND NEIGHBOURHOODS DEPARTMENT

- 4.16 The Committee highlighted the exceptional nature of the Council's workforce and reluctantly supported the savings identified for 2014/15. During the course of discussion the following issues were raised.
- 4.17 Engagement - Members drew particular attention to the effectiveness of the interface between themselves and the Neighbourhood Managers and requested that the Neighbourhood Management Team be specifically thanked for all their hard work.
- 4.18 Loss of Police Funding - Members reiterated their concerns regarding the financial challenge facing the Council and attention was drawn to the impact of the loss of police funding. Members noted that further discussions would be needed in relation to the impact of this funding reduction and it was agreed by the Committee that the most appropriate course of action would be for a further report to be presented to the Finance and Policy Committee.

Officers were asked to ensure that Members of the Neighbourhood Services Committee are invited to participate in discussions at this meeting and are provided with a copy of the report.

NEIGHBOURHOODS DIVISION OF THE REGENERATION AND NEIGHBOURHOODS DEPARTMENT

- 4.19 The Committee reluctantly supported the savings identified for 2014/15 and during the course of discussion the following issues were raised.
- 4.20 Parks and Countryside (Grounds Maintenance / Cemeteries and Crematoria) – Members sought reassurance that the savings proposals would not result in an increase in cremation fees and if there would be a reduction in staff numbers. The Committee was advised that the intention was not to increase cremation fees as part of the savings programme for 2014/15, however, given the financial challenge facing the Council an increase in fees would be need to be considered as part of any future savings proposals. It was also noted that a reduction in staff numbers would be achieved through natural wastage.
- 4.21 Members sought clarity in relation to the need to balance savings in this division against the existing subsidy provided by income generation and fee charges. The Committee was advised that the trading accounts are reliant on income generation and fees, on this basis, there are risks in achieving income generation targets in an area where there is significant competition. It was emphasised that levels set for income generation against trading accounts are now at their maximum and should not be increased.
- 4.22 In relation to horticultural activities, Members queried the potential for residents to take over responsibility for the maintenance of areas of land and in particular what the position would be in terms of insurance. The Committee was advised that expressions of interest to work in partnership with the Council to take over such maintenance would be welcomed with insurance not expected to be a real issue. However, experience has shown that such arrangements were not always sustainable in the longer term.
- 4.23 School Crossing Patrol - Members sought clarification as to the provision of school crossing patrols at lunch time and were advised that as part of the proposals all lunch time provision would be removed. Members noted this element of the savings proposals and requested that where schools allow children to leave the premises at lunch time, they be asked to ensure that parents are made aware of the absence of a crossing patrol and the need to make their own appropriate arrangements.
- 4.24 It was highlighted that should schools wish to continue the provision of school crossing patrols outside their gates at lunch time, the option exists to either 'buy back' the Councils services or provide their own warden.

Regeneration Services Committee (12 November 2013)

- 4.25 The Regeneration Services Committee acknowledged the difficult financial position facing the Council in 2014/15 and went on to look in detail at the following saving programme areas for 2014/15:
- Regeneration Services Division of the Regeneration and Neighbourhoods Department; and
 - Community Services Division of the Regeneration and Neighbourhoods Department.

REGENERATION SERVICES DIVISION OF THE REGENERATION AND NEIGHBOURHOODS DEPARTMENT

- 4.26 The Committee reluctantly supported the savings identified for 2014/15 and during the course of discussion the following issues were raised.
- 4.27 Economic Regeneration - Members queried the position in relation to the TVU and were advised that the savings proposal included a reduction in the Councils overall contribution to the body, circa £16,000 which related to a reduction in rent, however, given the financial challenges facing the Council, further consideration would need to be given to a potential of a reduction in the Councils contribution to the TVU in future years. A report exploring this position will be presented to Members in due course and officers were asked to ensure that as part of this report details be included of funding levels and changes from the inception of the TVU to present day.

COMMUNITY SERVICES DIVISION OF THE REGENERATION AND NEIGHBOURHOODS DEPARTMENT

- 4.28 The Committee reluctantly supported the savings identified for 2014/15 and during the course of discussion the following issues were raised.
- 4.29 Members drew attention to a report recently deferred by the Finance and Policy Committee in relation to communication and public relations and highlighted the need to take into consideration the potential for the combination of marketing / promotion activities in to one expanded communication and public relations team. This may provide the opportunity to transfer staff to take up any new positions that may be created within the expanded team.
- 4.30 The Finance and Policy Committee is asked to note the views / comments expressed by the Policy Committees in the development of finalised savings proposals.

5. FINAL STAGE OF THE 2014/15 BUDGET PROCESS

- 5.1 To assist the Committee, a summary of the planned MTFS consultation process from this point onwards is outlined below.

Neighbourhood Forums - (11 December 2013)	- Budget Face the Public Sessions
Finance and Policy Committee (20 December 2013)	- Update on Local Government Finance Settlement for 2014/15 and impact on MTFS
Finance and Policy Committee (31 January 2014)	- Finalisation of 2014/15 Budget and Council Tax proposals to be referred to full Council
Council (6 February 2014)	- Consideration of Finance and Policy Committees 2014/15 Budget and Council Tax proposals

6. RECOMMENDATIONS

- 6.1 That the Finance and Policy Committee notes and approves the views / comments expressed by each of the individual Policy Committees, outlined in Section 4 of the report; and
- 6.2 That the responses received from the Policy Committee be fed back to the Corporate Management Team to assist in the preparation of the finalised 2014/15 savings proposals, for consideration by the Finance and Policy Committee in January 2013.

7. CONTACT OFFICER(S)

Chris Little
 Chief Finance Officer
 (01429) 523003
Chris.little@hartlepool.gov.uk

FINANCE AND POLICY COMMITTEE

29th November 2013



Report of: Assistant Chief Executive

Subject: REVIEWING THE SUSTAINABLE COMMUNITY STRATEGY FOR HARTLEPOOL

1. TYPE OF DECISION/APPLICABLE CATEGORY

1.1 Budget and Policy Framework

2. PURPOSE OF REPORT

2.1 To present the Committee with the second draft of the new Sustainable Community Strategy (**Appendix 1**) and to set out the comments made on the first draft and how those comments have been addressed.

3. BACKGROUND

3.1 The Council has a statutory duty to prepare a Sustainable Community Strategy (SCS) for the Borough. The previous SCS was adopted 5 years ago in 2008 and therefore needs to be reviewed to ensure that it remains relevant, reflects local circumstances and responds to national changes.

3.2 Three options for reviewing the SCS were presented to Finance and Policy Committee on the 31st May 2013. The Committee agreed with the recommendation for Option 3 '*A change in approach with a downsized Community Strategy focussing on other key strategies to provide the detail.*'

3.3 A first draft for consultation was agreed by Finance and Policy Committee on the 26th July 2013 with a subsequent consultation period which ran for 8 weeks in accordance with the agreed procedure set out in the Councils Constitution.

4. CONSULTATION

4.1 Statutory Consultees

All statutory bodies and partner organisations (**Appendix 2**) were asked to provide comment on the draft Community Strategy; responses were received from Sports England, English Heritage and Natural England. Parish Councils were also asked for their views with Greatham Parish being the only

respondent. These are summarised below in table 1 together with how the Council will address the issues they have raised.

Consultee	Consultee feedback	Council response
Sports England	Sports England were concerned at the lack of reference to increasing levels of participation in sport and physical activity under the healthier people outcome. They suggest that achieving a healthier population in Hartlepool will be best ensured also through a reference to 'increasing the levels of participation in sport and physical activity' and that this should be referenced in the document.	Increasing participation in sports and physical activity has been included in the 'What we are going to do' heading under Health and is also identified as one of the measures in the key measures.
English Heritage	English Heritage are concerned that if the priorities identified in the document don't reflect the importance of the Boroughs historic environment or the condition of its heritage assets. They suggest that we give consideration as to how we might harness the role of the heritage economy through tourism in supporting economic growth.	Boosting the local visitor economy has been included within the 'what we are going to do' heading under the Increased Business and Jobs priority. Protecting and enhancing the towns Historic environment is a key component to achieving this.
Natural England	Natural England are concerned that the strategy does not reflect the importance of the natural environment within the document and the wider benefits this can bring to the socio economic environment of the Borough.	Although the natural environment isn't identified within the refreshed strategy it remains a priority for the Council. To address this the Council work with the Tees Valley Local Nature Partnership who are working strategically to conserve wildlife and improve the range of socio-economic benefits and services provided by a healthy natural environment.
Greatham Parish Council	Concerned that the word "environment" is only mentioned once, at the beginning, the Parish feel greater efforts should be made to include it throughout the proposals	As Natural England response above.

4.2 Public Consultation

In addition 793 questionnaires have been completed by members of the public via an online survey and through hard copies made available at Public Libraries. The results from these questionnaires are summarised below;

4.2.1 Healthier People Priority

Participants were asked 'which one of the Healthier people improvements is most important to you'. The results are shown in the table below;

Priority Area	% of respondents	Number of respondents
Improve early detection of illness	44%	337
People living longer healthier lives	30%	229
Strengthen ill health prevention	15%	115
Protect the health of the population	12%	92

There were also 101 additional comments when people were asked if anything was missing from the above priorities. The most common themes are outlined in the table below together with how the how it will be addressed.

Issue	Response
Concerns at closure / reduced services at Hospital	CCG strategy aims to strengthen community services to prevent the need for hospitalisation where this is safe to do so. CCG communication plan in place aimed at raising awareness of the many services that continue to be provided at Hartlepool Hospital.
Provision of better education to promote better health	The promotion of healthy weight and healthy lives is a key action in the document
Tackling smoking and alcohol consumption	Reducing smoking prevalence and reducing alcohol related harm are key actions in the document

4.22 Increased business and Jobs Priority

Participants were asked 'which one of the business and Jobs improvements is most important to you'. The results are summarised in the table below;

Priority Area	% of respondents	Number of respondents
Regenerate key site and attract investment	50%	379
Support business growth	22%	170
Develop a competitive workforce	15%	112
Develop an enterprising culture	9%	68
Improve business infrastructure	5%	35

There were 81 further comments when people were asked if there was anything further missing from the above options. The most common themes are outlined in the table below together with how the how it will be addressed

Issue	Response
Provide more apprentice opportunities for younger people	Delivering the Youth Investment project is a key action in the document. This will increase apprenticeship opportunities for young people
Support for small business and new start business	A further action has been added to the document which will ensure support to pre business and new business start ups.

4.23 Safer Stronger Neighbourhoods Priority

Participants were asked 'which one of the Safer Stronger Neighbourhoods improvements is most important to you'. The results are summarised in the table below;

Priority Area	% of respondents	Number of respondents
Create confident, strong and safe communities	37%	280
Reduce crime and victimisation	24%	179
Reduce the harm caused by drug and alcohol misuse	23%	173
Reduce offending and reoffending	17%	130

There were 79 further comments when people were asked if there was anything further missing from the above options. The most common themes are outlined in the table below together with how the how it will be addressed

Issue	Response
Increase the number of Police officers on the streets	These concerns will be fed back to the Safer Hartlepool Partnership as part of the wider consultation process for the development of the new Annual Strategic assessment and Community Safety Plan for 2014 – 2017.
Stronger sentences / harsher punishments for those who commit crime.	These concerns will be fed back to the Safer Hartlepool Partnership as part of the wider consultation process for the development of the new Annual Strategic assessment and Community Safety Plan 2014 – 2017.

4.24 Better Housing Priority

Participants were asked 'which one of the Better Housing improvements is most important to you'. The results are summarised in the table below;

Priority Area	% of respondents	Number of respondents
Improving existing homes	62%	466
Delivering new homes	21%	157
Meeting specific housing needs	18%	134

There were a further 74 additional comments when people were asked if they thought anything was missing from the above options. The most common areas of response were;

Issue	Response
Tackle irresponsible private landlords	Improving housing conditions including better management across tenures (including private landlords) is a key action within the strategy.
Provide more affordable homes	Provision of new build affordable accommodation is a key action under the better housing priority.
Bring empty homes back into use	Reducing empty homes is a key action under the better housing priority

4.25 **Reduced Poverty**

Participants were asked 'which one of the reduced poverty improvements is most important to you'. The results are summarised in the table below;

Priority Area	% of respondents	Number of respondents
Give every child the best start in life	28%	213
Improve skills levels of parents and children	21%	161
Increase the parental employment rate	19%	147
Where a family is experiencing poverty take action to change this	14%	106
Ensure that children who live in poverty are safe	10%	76
Prevent those at risk from falling into poverty	6%	43
Support families to maximise their entitlements	2%	12

A further 70 comments were received when participants were asked if there was anything missing from the above priorities; the most common areas of response were;

Issue	Response
Improve Parenting skills	Parenting is a priority within the Early Intervention Strategy. The Council currently provide a parenting service to meet this.
More employment opportunities	There are a number of key actions within the Increased business and jobs priority that will support the creation of more employment.
Improve education and raise aspirations of young people	Working with schools to improve educational attainment is a key priority within the Strategy document.

4.26 **Giving every child the best start in life**

Participants were asked 'which one of giving every child the best start in life improvements is most important to you'. The results are summarised in the table below;

Priority Area	% of respondents	Number of respondents
Deliver effective early intervention services for children, young people and families	36%	275
Ensure schools provide the highest quality education for all children	35%	268
Ensure all children can live safely	21%	157
Deliver new approaches for children and young people with SEN / Disabilities	5%	37
Provide effective support for looked after children / children in care	3%	24

A further 57 comments were received when participants were asked if there was anything missing from the above priorities; the most common areas were;

Issue	Response
Improve parenting skills	Parenting is a priority within the Early Intervention Strategy. The Council currently provide a parenting service to meet this.
Improved education, better schooling	Working with schools to improve educational attainment is a key priority within the Strategy document
Better advice services for young people to help guide them into better training / employment	There are a number of priorities within the strategy that will support this, for example the development of the Going Forward project and Youth Investment project.

4.27 Community Strategy overall priorities

Participants were finally presented with the six key priorities for the sustainable community strategy, and were asked to rank them from 1 to 6, where 1 is the most important and 6 was the least important

An average score has calculated based on these result where a score of 1 was given the highest weighting through to no weighting being applied to a score of 6. Therefore, if everyone gave a certain key priority a score of 1, this service would have a score of 100% and if everyone gave a key priority a score of 6, it would have a score of 0%. Therefore Increased Business and Jobs was the most popular top priority amongst respondents and Better Housing the least.

Priority	% score
Increased business and jobs	67%
Healthier people	60%
Giving every child the best start in life	58%
Safer stronger neighbourhoods	49%
Reduced poverty	40%
Better housing	27%

5. NEXT STEPS

- 5.1 Should Finance and Policy Committee agree this second draft of the strategy then a further two week consultation will be undertaken before the final draft of the SCS is produced for consideration by Finance and Policy Committee in January.

6. LEGAL CONSIDERATIONS

- 6.1 The Council has a statutory duty to have a Sustainable Community Strategy.

7. RECOMMENDATIONS

- 7.1 Finance and Policy Committee is requested to:
- agree this 2nd draft Sustainable Community Strategy as set out in appendix 1 prior to a final consultation period.

8. REASONS FOR RECOMMENDATIONS

- 8.1 The Council has a statutory duty to have a Sustainable Community Strategy and the current Community Strategy was last reviewed in 2008. It is therefore timely to review and update. As the Strategy is within the Budget & Policy Framework for the Council the process for the development and approval of the Strategy is set out within the Constitution.

9. BACKGROUND PAPERS

- 9.1 Hartlepool's Ambition, Community Strategy & Neighbourhood Renewal Strategy, 2008-2020.

Report to Finance and Policy Committee 31st May 2013, Reviewing the Sustainable Community Strategy for Hartlepool.

Report to Finance and Policy Committee 26th July 2013, Reviewing the Sustainable Community Strategy for Hartlepool.

10. CONTACT OFFICER

Andrew Atkin, Assistant Chief Executive
Chief Executives Department – Corporate Strategy
Hartlepool Borough Council
(01429) 523003
Andrew.atkin@hartlepool.gov.uk

Richard Starrs, Strategy and Performance Officer,
Chief Executives Department – Corporate Strategy
Hartlepool Borough Council
(01429) 523589
Richard.Starrs@hartlepool.gov.uk

Hartlepool's Ambition

The Sustainable Community Strategy for Hartlepool

2014 – 2020

Foreword

In 2008 the Hartlepool Partnership launched the Sustainable Community Strategy which set out the future vision for the Borough in 2020. Since then we have made a lot of progress to turn that vision into reality; crime has fallen, people are living longer, primary and secondary educational attainment is improving and there has been significant investment in the Borough's housing stock, business areas and environment. However, a number of challenges have presented themselves since 2008 globally, nationally and locally with huge financial, economic and demographic challenges now facing us. We know that areas such as unemployment, health inequalities and poverty remain serious issues and we want to ensure that we continue to focus on areas where we can have the biggest impact. We will endeavour to continue to improve the lives of people who live and work in Hartlepool and the physical infrastructure so that people want to live and work here and businesses want to invest.

In spite of the impact of national decisions locally this Sustainable Community Strategy reiterates our commitment to our long term ambition for Hartlepool. We have reshaped our partnership to meet the challenges ahead and focus our efforts on what really matters. This document sets out our priorities for the next five years and how we will continue to work together to meet our aspirations for the community of Hartlepool.

Councillor Christopher Akers-Belcher

Leader of Hartlepool Borough Council and Chair of the Hartlepool Strategic Partners Group

What do we want to achieve?

This Sustainable Community Strategy sets out our long-term ambition for the economic, social and environmental wellbeing of Hartlepool. It builds upon the ambition and aspirations set out in 2008 and sets out our priorities for the next 5 years.

Our long-term ambition, as agreed in 2008, remains relevant today:

Hartlepool will be an ambitious, healthy, respectful, inclusive, thriving and outward-looking community, in an attractive and safe environment, where everyone is able to realise their potential.

We also remain committed to making improvements across the 8 themes of:

- Jobs and the Economy
- Lifelong Learning & Skills
- Health and Wellbeing
- Community Safety
- Environment
- Housing
- Culture & Leisure
- Strengthening Communities

We have agreed a number of key strategies and plans that set out the detail of how we will achieve our long-term ambition. These are reviewed more frequently than the Sustainable Community Strategy and provide an accurate and timely picture of how we aim to deliver against our long-term ambition:

- Child Poverty Strategy
- Children and Young People's Plan
- Community Safety Plan
- Council Plan
- Economic Regeneration Strategy
- Hartlepool Voluntary and Community Sector Strategy
- Health and Wellbeing Strategy
- Housing Strategy
- Local Transport Plan
- Tees Valley Joint Waste Management Strategy
- The plans and strategies which together comprise the Development Plan
- Vision for Adult Social Care in Hartlepool
- Youth Justice Strategic Plan

We regularly monitor the progress made against each of these plans and we use this to assess whether we are on track to achieve our long-term ambition.

What are our priorities for the next 5 years?

We have identified a number of key priorities for Hartlepool which will be our main focus for improvement over the next 5 years. This does not mean that we will stop making progress against the other themes we have identified as that will continue through the strategies and plans that we already have in place. Our priorities for the next 5 years are:

Increased business and jobs

- Regenerate key sites and attract investment.
- Improve business infrastructure.
- Support business growth.
- Develop an enterprising culture.
- Develop a competitive workforce.

Reduced poverty

- Ensure that children that live in poverty are safe.
- Increase the parental employment rate.
- Improve skills levels in parents and children.
- Support families to maximise their entitlements.
- Prevent those at risk from falling into poverty.
- Where it is evident that a family is experiencing poverty take action to mitigate its effect.

Healthier people

- People live longer healthier lives.
- Strengthen ill health prevention.
- Protect the health of the population.
- Improve early detection of illness.
- Adults with health and social care needs are supported to maintain maximum independence.
- Vulnerable adults are safeguarded and supported while having choice and control about how their outcomes are achieved.

Better housing

- Delivering new homes, contributing to sustainable communities.
- Improving existing homes, supporting sustainable communities.
- Meeting the specific housing needs, this includes homeless households, older people, people with disabilities, and the black and minority ethnic community.

Safer stronger neighbourhoods

- Reduce crime and repeat victimisation.
- Create confident, strong, and safe communities.
- Reduce offending and re-offending.
- Reduce the harm caused by drug and alcohol misuse.

Giving every child the best start in life

- Deliver effective early intervention services for children, young people and families.
- Ensure all children can live safely.
- Provide effective support for looked after children.
- Deliver new approaches for children and young people with special educational needs and disabilities.
- Ensure schools provide the highest quality education for all children.

4.2 APPENDIX 1

How will we know if we are on track to achieve our ambition?

Alongside our priorities we have identified some key measures of success that we will monitor to see if we are on track to achieving our ambition. Through the various parts of the Hartlepool Partnership we will closely manage our performance to ensure success.

Increased business and jobs

What we are going to do:

- Deliver the Economic Regeneration Strategy 2011-2021.
- Deliver the Seaton Carew Master Plan.
- Development of the Enterprise Zone initiative.
- Development of the Innovation and Skills Quarter.
- Attract economic investment to key employment sites such as the port area at Hartlepool Docks and Southern Business Zone.
- Secure investment in key development sites such as Jackson's Landing and Mill House area.
- Commission the Retail Revival Strategy.
- Deliver the Hartlepool Youth Investment Project.
- Boost the visitor economy
- Continue to support pre and new start up business.

How we will measure success:

- Number of new jobs created.
- Number of new businesses on Enterprise Zones.
- Level of investment in key regeneration sites.
- New business registrations.
- Number of new business start ups
- Level of self-employment.
- Level of overall employment.
- Value of visitor economy

Healthier people

What we are going to do:

- Prevention and early detection of cancer.
- Promote the healthy heart check programme.
- Focus on prevention and effective treatment of respiratory disease.
- Increase participation in sports and physical activity
- Reduce smoking prevalence.
- Reduce alcohol related harm.
- Promote healthy weight healthy lives.
- Focus on the prevention and effective treatment of sexual transmitted infections.
- Reduce the harm caused by drugs and alcohol.
- Support people to live independently in their own homes
- Support carers to maintain their caring role
- Continue to promote independence and facilitate recovery for people with mental health needs
- Implement the National Dementia Strategy in Hartlepool.
- Safeguard vulnerable adults,

How we will measure success:

- Male and female life expectancy.
- Under 75 mortality from cancer and Cardio Vascular Disease.
- Participation in moderate intensity sports
- Participation in moderate intensity active recreation
- Teenage pregnancy rate.
- Rate of sexually transmitted infections.
- Smoking prevalence.
- Childhood obesity rates and modelled adult obesity estimates.

4.2 APPENDIX 1

- Breast feeding initiation rate and breastfeeding rate at 6-8 weeks.
- Proportion of substance misusers going into effective treatment and proportion who successfully complete treatment and represent back into treatment within 6 months.
- Rate of alcohol related harm admissions to hospital.
- Percentage of Social Care clients receiving Self Directed Support
- Carers receiving needs assessment or review and a specific carer's service, or advice and information
- People supported to live independently through social services (all adults, per 100,000 population)
- Delayed Transfers of Care
- Adults with learning disabilities in settled accommodation
- Adults in contact with secondary mental health services in employment
- Access to equipment and telecare: users with telecare equipment
- % of people who received intermediate care or reablement package on discharge from hospital who remain at home 91 days after discharge

Safer stronger neighbourhoods

What we are going to do:

- Tackle acquisitive crime - domestic burglary and theft.
- Tackle domestic violence and abuse.
- Support victims and reduce the risk of victimisation.
- Address substance misuse through a combination of prevention, control and treatment services.
- Protect and support vulnerable victims and communities including victims of hate crime.
- Improve public reassurance and fear of crime by actively communicating, engaging and working with local communities.
- Continue to address anti-social behaviour at a neighbourhood level through effective multi-agency working.
- Tackle offending and re-offending behaviour through a combination of prevention, diversion and enforcement activity underpinned by a strong multiagency approach.

How we will measure success:

- Overall crime rate per 1,000 population.
- Number of repeat incidents of domestic violence/abuse.
- Perception of people using or dealing drugs in the community.
- Perceptions of anti-social behaviour.
- Perceptions of drunk or rowdy behaviour as a problem.
- Anti-social behaviour incident rate per 1,000 population.
- Deliberate fires per 1,000 population.
- Hate incidents/crimes per 1,000 population.
- Reoffending rate for young offenders.
- First time entrants into the youth justice system .
- Reoffending rate of Prolific and Priority Offenders.
- Number of troubled families engaged and results claimed.

Reduced poverty

What we are going to do:

- Encourage schools to use their pupil premium to target interventions with disadvantaged children that improve their attainment and increase their rates of progress in English and mathematics.
- First Contact and Support Hub to offer information, advice and guidance to support families to maximise their income.
- Implement universal pathway plus in disadvantages hotspots to ensure that families are supported at the earliest opportunity.
- Link Think Families/Think Communities customers onto employment initiatives such as the Work Programme.
- Develop the Family Wise project to engage and support long term unemployed parents to move closer to the labour market.
- Develop the Going Forward Together project to engage and support young people who are at risk of becoming 'Not in Education, Employment or Training' (NEET) in the long term.

How we will measure success:

- Number of children in poverty.
- Proportion of children living in workless households.
- Gap between the 20% lowest performing children and the rest at age 5.
- Number of families needing crisis support.
- Employment Rate.
- Youth Employment Rate.
- Number of Adults on Working Age Benefits.
- Level of participation of young people (16-18) in further learning.

4.2 APPENDIX 1

Giving every child the best start in life

What we are going to do:

- Ensure effective and efficient safeguarding procedures are in place and are followed to protect all children and young people.
- Review and strengthen the Early Intervention Strategy.
- Ensure children and young people are supported at the earliest opportunity to help prevent them entering into care.
- Ensure all looked after children are supported effectively as they grow into adults through access to appropriate placements, high quality education and healthy lifestyles.
- Deliver the Special Educational Needs Pathfinder.
- Work with all schools to improve educational attainment through practical support and guidance.

How we will measure success:

- Number of common assessments completed.
- Number of Children in Need.
- Number of children subject to a Child Protection Plan.
- Number of children re-referred to social care.
- Number of Looked After Children and percentage of Looked After Children placed for adoption within 12 months of the decision that they should be placed for adoption.
- Number of accidental injuries to children.
- School absences and school exclusions.
- Gap between the 20% lowest performing children and the rest aged 5 years old.
- Gap between children eligible for Free School Meals and the rest at Key Stage 2 and Key Stage 4.
- Number of children achieving 5 A*-C GCSEs including English and Maths.
- All schools to have an Ofsted judgement of Good or Outstanding.

4.2 APPENDIX 1

Better housing

What we are going to do:

- Provision of new build affordable accommodation across the town and the provision of new homes on regeneration sites.
- Improvement of housing conditions, reductions of empty homes and good management across tenures.
- Address the impact of welfare reform on tenancy sustainability across tenures and on demand for the rented sector.
- Meet the specific housing needs of vulnerable groups across communities.

How we will measure success:

- Affordable homes delivered (gross).
- Number of new homes built on regeneration schemes.
- Number of properties where identified Housing Health and Safety Rating System (HHSRS) Category 1 and actionable Category 2

hazards are dealt with through formal or informal enforcement action.

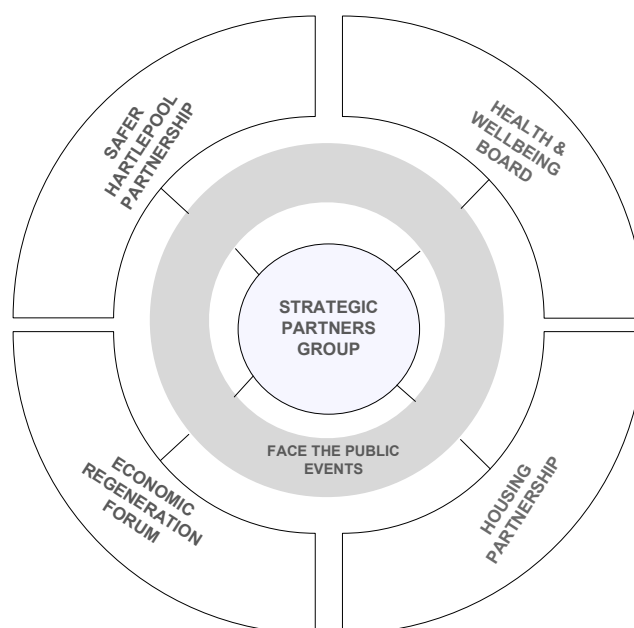
- Numbers of properties improved through the grants or loans schemes
- Number of long term (over 6 months) empty homes brought back into use.
- Number of households where homelessness has been prevented through local authority action.
- Average waiting time for a disabled facilities grant to be completed.
- Percentage of applicants on the Choice Based Letting (CBL) Housing register indicating they are from a minority ethnic origin.

How we will work together to achieve our ambition?

Only through working together in partnership will we be able to achieve our ambition for Hartlepool. Our collective effort is needed to ensure that we can deliver against our priorities and make real change happen.

Through decisions taken nationally there is less public money available to help us achieve our ambition. This means that we will need to think differently about how we deliver and use new approaches to create lasting change within the Borough. We will need to work even closer as partners, sharing and pooling our resources, financial, physical and human, to make sure we use them to best effect. We will also need to build on our relationships with local voluntary and community groups and businesses as well as forging new relationships with those who can help us to achieve our ambition.

In Hartlepool we already have in place a number of formal partnership arrangements and these will continue to develop so that we are best placed to take advantage of opportunities as they arise. The Hartlepool Partnership is the banner under which all of the partnerships in Hartlepool come together: There are also a number of sub groups operating below the partnerships shown below. One of these is the Children's Strategic Partnership which feeds into the Health and Wellbeing Board.



Together these partnerships will be responsible for ensuring that we make progress on our priorities over the next 5 years and achieve our long-term ambition.

Our principles

In delivering the Sustainable Community Strategy vision, we will strive to apply the following principles:

Effective decision making and communication

Communicating openly and honestly with the community in Hartlepool and being publicly accountable for our decisions. Decision-making will be rigorous and transparent and decisions will be based upon the best information available at the time.

Effective partnership working

Working together as equals to deliver sustainable communities within Hartlepool, having a clear understanding of shared decision-making, risks, responsibilities and accountabilities.

Increasing efficiency and achieving value for money through improved procurement, financial reporting and management. Delivering high quality local services and making the most of the resources available including people, money, property, data and information.

Acting with integrity

Acting with honesty, selflessness, objectivity and trust, declaring interests and dealing with truth and completeness.

Ensure widest possible involvement and inclusion

All parts of the community regardless of where they live, or their gender, race, ethnicity, disability, religion, sexual orientation, family and other circumstances, language, national or social origins, age or any other status, are encouraged to be involved at all stages in the development, delivery and monitoring of this strategy.

Demonstrating leadership and influence

Leading by example with enthusiasm in delivering the strategy by applying these principles and using influence to encourage other partners and providers locally, regionally and nationally to do the same.

Effective performance management

Actively managing the delivery of the strategy by providing clear, robust and reliable information for monitoring purposes, establishing clear lines of accountability, managing risk, reporting by exception, and, when performance is not on track, taking action to address this.

Developing skills and knowledge

Developing our own capacity and skills to improve performance, whilst providing opportunities for the community to improve their skills, capacity and life chances.

Contributing to sustainable development

Considering economic, social and environmental goals equally and in an integrated way ensuring the long term and global aspects of strategy and decision making are considered.

Sustainable Community Strategy Review

List of Statutory Bodies and Partner Organisations consulted on new Sustainable Community Strategy

North Tees and Hartlepool NHS Trust

NHS Hartlepool and Stockton CCG

Tees Esk Wear Valley NHS Foundation Trust

NHS England

Housing Hartlepool

HVDA

Job Centre Plus

Cleveland Fire Authority

Durham Tees Valley Probation Trust

Cleveland Police

Cleveland College of Art and Design

Hartlepool College of Further Education

Skills Funding Agency

Arts Council

English Heritage

The Environment Agency

Natural England

Sports England

Health and Safety Executive

Highways Agency

Parish Councils

Hartlepool Borough Council Departments

Theme Partnerships

Finance & Policy Committee

29th November 2013



Report of: Chief Finance Officer

Subject: LOCAL COUNCIL TAX SUPPORT 2014/15

1. TYPE OF DECISION / APPLICABLE CATEGORY

1.1 Budget and Policy Framework Decision

2. PURPOSE OF REPORT

2.1 The purposes of the report are to:

- i) Update Members on the potential impact of additional proposed Government grant cuts in 2014/15 and 2015/16 on the Local Council Tax Support (LCTS) scheme; and
- ii) To enable Members to determine if they wish to review the initial 2014/15 LCTS proposals approved on 19th September 2013

3. BACKGROUND

- 3.1 A detailed report on the development of the 2014/15 LCTS scheme was considered by the Committee on 19th September 2013. The report reminded Members that when the Government transferred this responsibility to Councils in April 2013 there was a national funding cut of 10%. However, when account is taken of the value of awards, the actual grant cut for Hartlepool for 2013/14 was 13.4%.
- 3.2 After reflecting the requirement that LCTS schemes must protect low income pensioners the full burden of the Government funding cut within LCTS schemes falls onto working age households. For 2013/14, Members decided to help working age households by limiting the cut in Council Tax support to 8.5%. This was achieved by using one-off resources earmarked to manage the introduction of the LCTS. As reported previously this will not be sustainable in the medium term owing to the impact of the Government grant cut and at some stage the Council will not be able to avoid increasing the reduction in support to 20%. This assumes there are no further cuts in Government funding for LCTS schemes. If there are further grant cuts this may require a higher cut in the LCTS scheme, or result in a budget pressure and higher budget cuts.

- 3.3 Having considered the position for 2014/15 Members determined to retain the cut in Council Tax support in this year at 8.5% and then increase the cuts over three years as follows:
- 2015/16 - 12%
 - 2016/17 - 16%
 - 2017/18 - 20%
- 3.4 These forecasts were predicated on the Council being able to maintain an annual grant allocation towards the LCTS scheme of £9.6m (i.e. the amount the Government previously indicated would be mainstreamed in 2014/15) over the period 2014/15 to 2017/18. As reported previously, from 2014/15 funding for the LCTS will no longer be provided as a separate grant allocation and will be included in the Core Revenue Grant allocation for individual Council's. There is therefore a risk that when this funding is mainstreamed it may be cut in future years and this may have a disproportionate impact on more deprived areas if the pattern of cuts implemented over the last 3 years continues.
- 3.5 As previously reported, the Government's decision to mainstream the initial grant paid to support LCTS schemes within the Core Revenue Grant paid to Council's from 2014/15 is a key issue, particularly for Councils which are more dependant on Government grant, such as Hartlepool. It would have been much clearer for Councils and the public if funding for LCTS schemes had continued to be paid as a specific grant. This arrangement would also have ensured the impact of the significant shift in responsibility for supporting low income households from Central to Local Government was fully understood and properly resourced. The new arrangements have a significantly greater impact on Council's which are more dependent on Government grant and which serve more deprived communities. It is not yet clear if the longer term implications of the Government's policy change are fully understood, either at a national or individual Authority level.
- 3.6 Whilst, the Government has stated that the reduced level of support for LCTS schemes will be protected in 2014/15 and future years, no evidence has been provided to support this statement at an individual Local Authority level. In reality, no evidence can be provided to support this statement as once this grant has been mainstreamed it is simply subsumed within the overall funding allocation for individual Councils. As previously reported this situation means it is actually impossible to determine if funding for LCTS schemes has been protected, or cut. The only information available to Councils is the Government statement that LCTS funding has been protected.
- 3.7 In view of the above uncertainties the previous report indicated that the planning assumption of maintaining a local grant allocation of £9.6m towards the LCTS would need reviewing when the Government provide the actual 2014/15 grant allocation and the provisional allocation for 2015/16, assuming there is a two year settlement.

4. Assessment of Government Funding Announcements

- 4.1 Details of the Local Government Finance Settlement for 2014/15 will not be known until December 2013. However, the Government have issued a 'Local Government Finance Settlement 2014/15 and 2015/16 – Technical Consultation' document. This document provides details of additional national cuts in 2015/16 of £1 billion, which increases the cut from 10% to 15%.
- 4.2 The document also provides details of grant cuts for individual Councils. For Hartlepool the additional 2014/15 grant cuts is £0.601m and for 2015/16 £3.338m. Whilst, part of these additional grant cuts should be offset by the new 'Health and Social Care Integration Transformation Fund', it is anticipated the forecast budget deficits for 2014/15 and 2015/16 will increase.
- 4.3 In view of the additional grant cuts proposed by the Government it is appropriate for Members to review how the Core Revenue Grant is split between the General Fund Budget and the LCTS scheme.
- 4.4 For 2014/15 no change is proposed to the allocation of funding between the LCTS and the General Fund Budget to reflect Members initial decisions for these areas as set out in the Medium Term Financial Strategy. This will retain the grant allocated towards the LCTS scheme at £9.6m.
- 4.5 For 2015/16 this position needs to be reviewed and three scenarios for assessing the impact of the latest Government Grant figures for 2014/15 and 2015/16 on the LCTS have been examined as follows:
 - **Option 1** - this is the current planning assumption and would maintain the 2015/16 LCTS grant funding at £9.6m;
 - **Option 2** – this planning assumption would reduce the grant allocated to support the LCTS scheme in 2015/16 in proportion to the 2015/16 overall cut in the Core Revenue Grant. This will reduce the grant from £9.6m to £8.214m;
 - **Option 3** – this planning assumption would reduce the grant allocated to support the LCTS scheme in 2015/16 in proportion to the cumulative 2014/15 and 2015/16 overall cut in the Core Revenue Grant. This will reduce the grant from £9.6m to £7.424m;
- 4.6 The following table highlights the impact of the above options on the allocation of the 2015/16 Core Revenue Grant between the Council Tax Support Scheme and the General Fund Budget.

2015/16 Grant Allocations and percentage reduction on 2014/15

2014/15	2015/16 Grant allocated for	Option 1 – Current Planning Assumption	Option 2	Option 3
£9.600m	Council Tax Support Scheme Funding - Percentage grant cut	£9.600m (0%)	£8.214m (14.4%)	£7.424m (22.7%)
£46.710m	General Fund Budget - Percentage grant cut	£38.583m (17.4%)	£39.969m (14.4%)	£40.759m (12.7%)
£56.310m	Total Core Revenue Grant - Percentage grant cut	£48.183m (14.4%)	£48.183m (14.4%)	£48.183m (14.4%)

- 4.7 Under Option 1 the whole of the overall cut in the 2015/16 Core Revenue Grant continues to fall on the General Fund Budget. This will require higher cuts than previously forecast in the MTFS owing to the increased Government Grant cuts in this year.
- 4.8 Under Options 2 and 3 part of the overall cut in the 2015/16 Core Revenue Grant could fall on the Local Council Tax Support scheme and therefore reduce the impact on the General Fund Budget and the cuts in services.
- 4.9 The impact of passing on a proportion of the Core Revenue Grant cut to the LCTS in 2015/16 and future years will need careful assessment, both in terms of the impact on individual households and the Council's ability to collect significantly higher Council Tax contributions from low income working age households. For example, under option 2 the cut in LCTS would be 20% in 2015/16, which is two years earlier than previously anticipated. This could only be achieved by the earlier use of the one-off LCTS reserves previously allocated for use in 2016/17 and 2017/18. Under option 3 a significantly higher cut in LCTS would be required in 2015/16.

5. Issues for Members consideration

- 5.1 At this stage Members are not required to consider how the Core Revenue Grant is to be split between the General Fund Budget and the LCTS in 2015/16, or determine a LCTS scheme for 2015/16.
- 5.2 However, in view of the significantly higher grant cuts facing the Council in 2015/16 Members may wish to review the proposed 2014/15 LCTS scheme with a view to increasing the proposed cut in support from the

current level of 8.5%. The rationale behind this suggestion is:

- to phase the reduction in LCTS support, which should help households manage the requirement to pay higher Council Tax levels, albeit this will be challenging for those households;
- enable the Council to share the grant cut across the General Fund and the LCTS scheme, which will reduce the 2015/16 General Fund budget cuts by approximately **£1.4m**.

5.3 To enable Members to consider this option it is suggested that the 2014/15 LCTS scheme is based on a 12% reduction. For 2015/16 the LCTS scheme will need to be based on a 20% reduction for both options, owing to the impact of the additional grant cuts. The impact of this proposal on individual households is summarised below, together with the 'current option' i.e. the preferred option approved by the Committee on 19th September.

	2013/14	2014/15	2015/16
<u>Current Option</u>			
Reduction in LCTS Support	8.5%	8.5%	12.0%
<u>Annual Council Tax liability (based on 2013/14 Council Tax)</u>			
Band A	£95	£95	£135
Band B	£111	£111	£157
<u>Alternative Option</u>			
Reduction in LCTS Support	8.5%	12.0%	20.0%
<u>Annual Council Tax liability (based on 2013/14 Council Tax)</u>			
Band A	£95	£135	£225
Band B	£111	£157	£262

5.4 If Members wish to consider the alternative option of a 12% cut in LCTS in 2014/15 this proposal will need to be subject to consultation, based on the following timetable:

- 29.11.13 – Finance and Policy Cttee – approves LCTS scheme consultation proposals.
- 02.12.13 – 4 week consultation period commences
- 24.01.14 – Finance and Policy Cttee (additional meeting) – considers consultation responses and approves 2014/15 LCTS scheme to be referred to full Council

- 30.01.14 - Full Council (additional meeting) - considers F and P proposed 2014/15 LCTS scheme

- 5.5 The sustainability of the LCTS scheme at 20% beyond 2015/16 will need to be reviewed when details of grant allocation for 2016/17 and future years are known. If grant cuts continue beyond 2016/17 all Councils will face an increasingly challenging position balancing the allocation of available grant funding between support for the General Fund Budget and the LCTS scheme.
- 5.6 As part of the 2013/14 LCTS scheme the Council implemented changes to Council Tax exemptions and discounts which generate ongoing income of approximately £0.3m per year. This income is allocated within the base funding for the LCTS scheme in 2013/14 and future years. A number of other potential changes could be implemented, as summarised in the table below. It is not recommended that these issues are pursued for 2014/15 as they would also need to be consulted on and there is only limited time available to complete the consultation. However, Members may wish to consider these issues more fully when the 2015/16 LCTS scheme is developed:

Option	Detail	Saving £
Reduce Capital Threshold from £16,000 to £10,000	Any claimant with £10,000 in capital will not qualify for LCTS	22,000
Reduce Capital Threshold from £16,000 to £6,000	Any claimant with £6,000 in capital will not qualify for LCTS	39,000
Earnings Disregards set to National Level	Removal of current HBC local scheme principle, whereby an additional £5 per week of earned income is disregarded in the LCTS award calculation	66,000

6. Conclusion

- 6.1 An assessment of consultation proposals issued by the Government indicates that the grant cuts for 2014/15 and 2015/16 will be higher than previously indicated, particularly for 2015/16.
- 6.2 The funding for LCTS schemes will be mainstreamed and included within the Core Revenue Grant for 2014/15 and future years. This means individual Councils will need to determine how the available Core Revenue Grant is allocated between support for the LCTS scheme and support for the General Fund Budget. For 2014/15 it is not proposed that the existing grant allocations used for developing the 2014/15 MTFS and 2014/15 LCTS scheme are changed as detailed strategies for these areas have been developed and considered by Members.

- 6.3 However, assuming the indicative 2015/16 additional grant cuts are confirmed by the Government next month, the December 2013 MTFS report will recommend that a proportion of the overall Core Revenue Grant cut is allocated to the LCTS in 2015/16 and this will mean the General Fund Budget will not be bearing the full grant cut. Therefore, in 2015/16 the General Fund budget cuts will reduce by approximately **£1.4m**. However, 2015/16 will still be the most difficult year the General Fund budget has ever faced and will require difficult decisions to balance the budget.
- 6.4 The additional grant cuts will mean that the LCTS cut needs to increase to 20% in 2015/16 Members, which is two years earlier than previously forecast. In view of this position Members may wish to consider the level of LCTS cut in 2014/15 to manage the transition to this higher cut. Therefore, the report outlines two options for Members consideration for the 2014/15 LCTS scheme of either an 8.5% cut (i.e. maintain the current scheme), or increase the cut to 12%.
- 6.5 The Council is only able to avoid a 20% LCTS cut in 2014/15 as a result of previous decisions to earmark one off resources to manage the implementation of the Government grant cuts in this area.
- 6.6 For Members information 2013/14 LCTS schemes in other North East authorities are summarised below. Details of proposed 2014/15 LCTS schemes are currently not available, although the additional grant cuts are likely to mean many Councils will increase LCTS cuts next year.

North East Councils

- LCTS cut 0% - Durham and Northumberland
 - LCTS cut 7% - North Tyneside
 - LCTS cut 8.5% - Gateshead, Hartlepool, Newcastle, Sunderland
 - LCTS cut 20% - Darlington, Middlesbrough, Redcar and Cleveland, Stockton.
 - LCTS cut 30% - South Tyneside
- 6.7 Significantly higher cuts in LCTS support are also likely to be required in 2016/17 and future years as Councils will find it increasingly difficult to balance supporting LCTS schemes and General Fund services if grant cuts continue.

7. RECOMMENDATIONS

- 7.1 It is recommended that Members:
- i) Approve one of the following options for the 2014/15 LCTS scheme:
- Option 1 – reconfirm a proposed LCTS cut of 8.5% for 2014/15 (which will not require public consultation as this is the same as the 2013/14 LCTS scheme); OR

- Option 2 – propose a LCTS cut of 12% for 2014/15 and to authorise the Chief Finance Officer to undertake public consultation on this option for a 4 week period commencing 02.01.13.
- ii) Note that if Option 2 is recommended the outcome of the public consultation will require a recommendation and subsequent decision that complies with the statutory deadline for the approval of the LCTS scheme, namely on or before 31st January, 2014. This would require a decision that would then be taken as a matter of urgency, as any delay would then seriously prejudice the Council's and the public's interest.
 - iii) That a further report on the proposed 2014/15 LCTS scheme be reported to the Finance and Policy Committee in January 2014 to enable final proposals to be referred to full Council to enable the 2014/15 LCTS scheme to be approved before the statutory deadline.

8. REASONS FOR RECOMMENDATIONS

- 8.1 To allow Finance and Policy Committee to review the 2014/15 LCTS scheme to reflect additional funding information issued by the Government.

9. BACKGROUND PAPERS

- 9.1 Medium Term Financial Strategy 2014/15 to 2016/17 reports - Finance and Policy Committee 31st May 2013 and 2nd August 2013.
- 9.2 Local Council Tax Support 2014/15 Report – Finance and Policy Committee 19th September

10. CONTACT OFFICER

John Morton
 Assistant Chief Finance Officer
 01429 523093
John.morton@hartlepool.gov.uk

FINANCE AND POLICY COMMITTEE

29th November 2013



Report of: Director of Public Health

Subject: Public Health Commissioning Programme 2014/15.

1. TYPE OF DECISION/APPLICABLE CATEGORY

1.1 Key Decision (test i and ii applies). Forward Plan Reference No PH 02

2. PURPOSE OF REPORT

2.1 The purpose of this report is to update the Committee regarding investment of the ring-fenced public health grant in 2013/14.

2.2 The report also seeks approval for a commissioning programme and the procurement process for services funded through the ring-fenced public health grant in 2014/15.

3. BACKGROUND

3.1 'Healthy People, Healthy Lives: Our Strategy for Public Health in England' (2010), set out a new vision for public health and a commitment to allocate to Local Authorities a ring-fenced public health grant. The ring-fenced grant is to enable local authorities to discharge their new duties in relation to improving and protecting the health of the population. The Local Authority Circular of 10th January 2013 confirmed the ring-fenced public health grant allocations and associated conditions on local authorities. The grant that has been allocated to Hartlepool Council covering two financial years 2013/14 and 2014/15 is £8.255 million and £8.486 million respectively.

3.2 As part of the Medium Term Financial Strategy Members approved the following resolution in relation to Public Health 'the Director of Public Health will be responsible for determining contractual commitments against this funding and preparing a detailed report on the impact of integrating public health, both operationally and financially for submission to a future meeting'.

3.3 This report provides the above details.

4. INVESTMENT OF RING-FENCED PUBLIC HEALTH GRANT 2013/14

4.1 The Health and Social Care Act 2012 required the Local Authority to be a receiver organisation for staff, assets and contracts from the previous sender organisation NHS Hartlepool. These contracts were transferred as part of a national statutory transfer order. Therefore in 2013/14 many of the existing services that had been previously commissioned by the Primary Care Trust have continued to be funded using the ring fenced public health grant. The services funded by the grant include:

- School nursing service
- National childhood measurement programme
- Falls service
- Health trainers
- Smoking services
- Alcohol services
- Chronic obstructive pulmonary disease case finding
- NHS Health Check (Healthy Heart Check)
- National Awareness Early Detection Initiative (Cancer)
- Sexual health services
- Mental health support
- Prescribing costs relating to commissioned services and initiatives with pharmacy to promote health and well being.

4.2 The ring fenced public health grant comprises of funding that was previously known as the pooled treatment budget for substance misuse. Therefore services that were commissioned through the Joint Commissioning Team for drug and alcohol services pre April 2013 have also continued in 2013/14. These contracts did not need to be transferred from the NHS as the services have been procured through Hartlepool Borough Council processes. The services provided include:

- Harm Reduction
- Psychosocial Intervention
- Criminal Justice Intervention
- Recovery and Reintegration
- Education, Training and Employment
- Family and Service User Support
- Domestic Violence
- Substance Misuse Centre at Whitby Street
- Young People's Substance Misuse Services
- Drug and alcohol commissioning support

4.3 The only other drug and alcohol service that has been supported by the ring fenced grant in 2013/14 where the contract has not transferred to the local Authority, but has required funding is the specialist prescribing service. The current contract for this service is a primary care contract incorporating a GP practice as well as the specialist drug and alcohol prescribing service under the Alternative Provider of Medical Services (APMS). Since the 1st April 2013,

the management of the current contract is undertaken by NHS England as the current provider of this service is a primary care service provider. The current contract will terminate on the 31st March 2014 and the Finance and Policy Committee agreed to commence a procurement process at the meeting on 19th September 2013.

- 4.4 During the remainder of 2013/14 a review of the Criminal Justice Intervention contract is being undertaken. This review may result in commissioning intentions for 2014/15, however it is proposed that this is brought back to Committee at a future date in a separate report and the views of the Safer Hartlepool Partnership also sought in relation to any proposed changes.
- 4.5 Prior to 1st April 2013 NHS Hartlepool commissioned the local Authority to provide health improvement activities such as workplace health; initiatives to support children and adults services; breastfeeding co-ordination; sports and physical activities; health expertise into the Youth Offending Service; fuel poverty; general health promotion resources; dental health; environmental health and trading standards. During 2013/14 these services have continued to be supported using the ring fenced grant to ensure stability in the first year.
- 4.6 Following agreement at the Finance and Policy Committee on 26th June 2013, the grant has also been used to support all of the staffing and non pay costs in the newly created public health department for the following functions:
- Health Improvement
 - Commissioning and Clinical Quality
 - Drug and Alcohol Delivery

The Public Health Grant also contributes to the overhead costs of the Council in respect of finance, human resources and communication support.

- 4.7 The grant also pays Hartlepool Council's share of the costs of the Tees Valley Shared Public Health Service that is jointly commissioned by the five local authorities across the Tees Valley.
- 4.8 The items detailed in paragraphs 4.1 to 4.5 are specific contracts and commitments within the service areas. In summary the overall Public Health Grant budget is broken down over the following service areas. Progress against these budgets will be reported in the next Strategic Financial Management Report.

Public Health Service Area	2013/2014 Revised Budget £'000's
Children's Public Health	610
Health Protection	10
Public Health Services	1,051
NHS Health Check Programme	128
Obesity	268
Physical Activity	155
Prescribing	1,765
Public Health Advice	637
Sexual Health	716
Smoking & Tobacco	507
Substance Misuse	2,408
Total Public Health Grant	8,255

- 4.9 As reported to this Committee on the 2nd August 2013 an assessment has been completed to identify those existing Council services which contribute towards the Public Health agenda and should therefore be eligible to be funded from the Public Health Grant rather than the general fund budget. In total this has identified costs of £0.5m which should be funded from the Public Health Grant and this is reflected in the above budgets.
- 4.10 The report also recommended the saving be earmarked to manage in-year Public Health risks in the first year of operating these services. Any monies not required will be set aside to manage ongoing financial risk in this area as determined.
- 4.11 It is noteworthy that the 2013/14 and 2014/15 grant is subject to formal conditions and local authorities are required to send quarterly high-level returns of expenditure and a more detailed annual return setting out how the grant has been used against these terms. These returns will be analysed by Public Health England who will report their findings to the Secretary of State.
- 4.12 There is a facility to carry forward any ring fenced Public Health under spend but there is no detail of the percentage or amounts allowable. However, the Department of Health will consider whether allocations will be reduced in future years if carry forwards are deemed to be excessive. Therefore the current grant expenditure is actively reviewed jointly between public health and the finance department.

5. PUBLIC HEALTH COMMISSIONING PROGRAMME 2014/15

- 5.1 Investment of the ring fenced public health grant should be based on a robust Joint Strategic Needs Assessment (JSNA), Joint Health and Well Being Strategy (JHWS) and Public Health Outcomes Framework. It is expected that the grant will be used for improving health and well being; carrying out health protection functions delegated from Secretary of State; reducing inequalities and ensuring the provision of population healthcare advice.

A letter from Jeremy Hunt, Secretary of State for Health and Duncan Selbie, Chief Executive of Public Health England to local authorities on the 10th January 2013, outlined that approximately one third of public health allocation nationally is likely to be required to deliver mandated services. The Local authority will be mandated to ensure the following:

- *appropriate access to sexual health services;*
- *steps to be taken to protect the health of the population, in particular, giving the Director of Public Health a duty to ensure there are plans in place to protect the health of the population;*
- *ensuring NHS commissioners receive the public health advice they need;*
- *the National Child Measurement Programme;*
- *NHS Health Check assessment;*

This letter clearly stated that:

‘In giving funding for public health to Local Authorities, it remains important that funds are only spent on activities whose main or primary purpose is to improve the health and wellbeing of local populations (including restoring or protecting their health where appropriate) and reducing health inequalities’ (page 3).

- 5.2 The aim of the remaining discretionary investment should be focused on ensuring local authorities have the local flexibility to commission the other critical services to help people live longer, healthier and more fulfilling lives, and to improve the health of the most vulnerable fastest.
- 5.3 In the light of the above, it is proposed that during 2014/15 all of the services referred to in section 4.1, 4.2, 4.4 and 4.5 of this report are reviewed. The reviews will be led by the public health commissioning and clinical quality team and will be supported by the Tees Valley Shared Public Health Service. Given the number of areas to be reviewed and complexity of the services, as some cover more than one local authority boundary, the reviews will be undertaken on a phased basis throughout 2014/15.
- 5.4 Following the service reviews, services will be put out to tender as it is imperative that we ensure value for money and excellent health outcomes. All services will be procured in line with Hartlepool Borough Council's Contracting and Procurement Rules and support will be sought by public health from the central procurement team where necessary.
- 5.5 Given the complexity of reviewing all public health funded services outlined in section 4 during 2014/15, it is necessary to put in place short term contracts or extend for a maximum of one year existing contracts. This will require exemptions to the Council's Contracting and Procurement rules. The grounds for the exemption to the procurement rules are as follows:

- Current Service contracts have been inherited from the NHS and need reviewing in light of council priorities and funding post 31st March 2015 is uncertain.
- Existing service providers are demonstrating good performance and value for money therefore extending contracts during 2014/15 does not cause concern.
- Service providers have historically and still do provide a single service across more than one local authority boundary and so there is a need to understand implications of other Councils' commissioning intentions
- Consideration needs to be given to how the Council's commissioning of services may have a negative impact on the wider NHS system.
- Time required to undertake comprehensive reviews of existing services will exceed 1st April 2014.

5.6 Agreeing exemptions to the Council's Contracting and Procurement Rules could be open to challenge by other providers. It is always the intention to be transparent and robust in all procurement processes. Some contract values of those contracts seeking extensions are under the European Union threshold of £174,000 (for the supply of goods and/or services) and some are over this threshold. The contracts requiring exemptions that are under the EU threshold are for the following services:

- COPD case finding
- NHS Health Check (Healthy Heart Check)
- NAEDI (Cancer awareness)
- Stop smoking support in pharmacies

Given the population based clinical nature of these services, further justification for the exemption for these services in 2014/15 is as follows:

- Need for a patient list to identify the eligible population and in some cases risk stratify and prioritise.
- The ability to manage call and recall processes and ensure smooth onward management of patient care.
- The need to be systematic and extend service reaches to the whole population.
- Issues around management of patient data flow when commissioning other providers.

It is recognised that in some cases other providers are well placed to undertake part of an intervention but not the totality of the intervention.

5.7 Contracts for services above the EU threshold include:

- School nursing service
- Falls service
- Health trainers

- Smoking services

- 5.8 For the services listed in 5.7 as the contract value is above the EU threshold an exemption to the Council's Contracting and Procurement Rules is being sought in order to place a one year contract on 1st April 2014 with the existing provider. However, in the spirit of openness and transparency it is recommended that the Local Authority publishes a Voluntary Ex-Ante Transparency Notice (VEAT) in relation to this proposed contract award.
- 5.9 Publication of a VEAT in advance of directly awarding a contract essentially legitimises the contract award, by satisfying the EU Treaty requirements of transparency and fairness. Following placement of the notice, the contracting authority must wait for a period of 10 days to ascertain whether any potential providers would object to the direct award of the contract. Provided no challenges are received, the contracting authority is free to directly award the contract. Should a challenge be received within the 10 day period, the contracting authority would be required to procure the service in accordance with the EU Public Procurement regulations.
- 5.10 Contracts are already in place until 2015 for the following services and therefore do not require exemptions but will be funded in 2014/15 by the ring fenced public health grant include:
- Harm Reduction for Substance Misuse
 - Psychosocial Intervention for Substance Misuse
 - Recovery and Reintegration for Substance Misuse
 - Education, Training and Employment for Substance Misuse
 - Family and Service User Support for Substance Misuse
 - Domestic Violence
 - Commissioning Support
 - Substance Misuse Centre at Whitby Street
 - Sexual Health Services
- 5.11 Following the Finance and Policy Committee decision in relation to the reduction in early intervention grant funding it is proposed that the ring fenced public health grant is used to fund young people's substance misuse services and the Healthy Early Years Co-ordinator in 2014/15.
- 5.12 Final approval of the 2014/15 ring-fenced Public Health Grant budget will be completed as part of the overall Council budget setting process.

6. FINANCIAL RISK AND CONSIDERATIONS

- 6.1 The ring-fenced Public Health Grant is part of the medium term financial strategy. Public Health is an integral part of Council business since 1st April 2013; therefore planning assumptions for the grant must be undertaken in the severe financial context that the Local Authority is operating within overall.

- 6.2 Financial planning for use of the grant is also complicated by allocations only being known for 2013/14 and 2014/15. There has been no further information released by the Department of Health regarding what the level of funding will be for 2015/16 and if indeed the grant is still to be ring-fenced. It is expected in early 2014 additional information will be provided by the Department of Health regarding how the health premium incentive payment in relation to the ring fenced grant will operate. It is not yet possible to predict without this information how this will impact on level of grant funding for Hartlepool.
- 6.3 The only information that is known about future funding follows a consultation in August 2012 regarding applying a revised Advisory Committee on Resource Allocation (ACRA) formula. This formula is based on the standardized mortality ratio (SMR) for those aged under 75 years (SMR<75) in an area. This measures how many more or fewer deaths there are in a local area compared to the national average on a standardized population basis. The higher the SMR the higher the number of deaths. It is important to acknowledge that this is just one measure and that this does not infer that the allocation should not reflect the needs of those people over 75 years. ACRA proposes that in areas with highest SMR<75 years should have a weighting that is three times greater per head than those with lower SMR<75 years. ACRA also recommends that the funding formula should include an adjustment for differences in unavoidable costs. The Area Cost Adjustment (ACA) based on that used in the local government funding formula is proposed to be used. The Office of National Statistics (ONS) projected resident population for 2012 should be used as the population base. The ACRA recommendations are interim and there is a recognition further work is needed before making final recommendations to influence the funding formula for allocations.
- 6.4 If this formula was applied, with the intention to normalise the Public Health allocation towards a national average spend (target spend), within a given capped budget, using growth to reallocate over a protracted pace of change it would have significant consequences for Hartlepool. It means that by the end of 2014/15 Hartlepool will be 22.3% over target. The grant is currently £91 per head, with target of £75 per head. The pace of change to target spend per head is currently unclear. This would mean a loss of £1.9 million from 13/14 baseline.
- 6.5 Therefore all service reviews and proposals for tendering services that are discretionary to the Council must be undertaken in the context of the above potential financial position.

7. EQUALITY AND DIVERSITY IMPLICATIONS

- 7.1 An Equality Impact Assessment will be undertaken on each service area as part of the service reviews.

8. RECOMMENDATIONS

- 8.1 To note that in accordance with the recommendation approved in the MTFS by Council on 18th February 2013, the Director of Public Health has determined the contractual commitments against the Public Health funding and prepared a detailed budget on the impact of integrating Public Health both operationally and financially as set out in this report.
- 8.2 To note that services funded currently by the ring fenced Public Health Grant will be reviewed during the remainder of 2013/14 and 2014/15 on a phased basis.
- 8.3 To note that a further report regarding the Criminal Justice Intervention Team be brought back to a future meeting of the Committee.
- 8.4 To note the 2014/15 budget will be submitted to Members as part of the overall budget strategy, reflecting the identified General Fund costs which can be funded from the Public Health Grant in 2014/15.
- 8.5 To seek approval for a Public Health Commissioning Programme and exemptions to Council's Contract and Procurement Rules for services funded through the ring-fenced public health grant in 2014/15.
- 8.6 To seek agreement to publish a VEAT in relation to the services outlined in 5.7.

9. REASONS FOR RECOMMENDATIONS

- 9.1 The Health and Social Care Act 2012 places a duty on Local Authorities to improve and protect the health of the population using a ring fenced public health grant.

10. BACKGROUND PAPERS

- 10.1 Cabinet paper 6th August 2012 '*Healthy Lives, Healthy people Update on Public Health Funding*'.

Cabinet Paper 18th March 2013 '*Public Health Transition*'.

Finance and Policy Committee 28th June 2013 '*Proposal for the Department of Public Health*'.

11. CONTACT OFFICER

- 11.1 Louise Wallace
Director of Public Health
Hartlepool Borough Council
4th Floor Civic Centre

louise.wallace@hartlepool.gov.uk

FINANCE AND POLICY COMMITTEE

29th November 2013



Report of: Director of Regeneration and Neighbourhoods

Subject: DISPOSAL OF SURPLUS ASSETS - MORISON MEMORIAL HALL

1. TYPE OF DECISION/APPLICABLE CATEGORY

1.1 Key Decision test (i) applies. Forward Plan Reference RN13/09.

2. PURPOSE OF REPORT

2.1 To consider the proposed freehold transfer of Morison Memorial Hall to the Hartlepool New Deal for Communities (NDC) Trust to facilitate a scheme of redevelopment and bring the building back into use.

3. BACKGROUND

- 3.1 Morison Memorial Hall was constructed in 1892 and is situated within the historic Headland area of Hartlepool. The building is a large three storey detached Victorian property that was originally built as a Methodist Chapel. The property is in a seriously dilapidated condition and has been vacant and unused since 2005. The property is not a listed building, but it is located within the Headland Conservation Area. The building is considered by the Council's Conservation Manager to have significant local architectural and historical merit.
- 3.2 The Abandoned Properties and Derelict Land group was established to develop action plans to tackle a number of derelict land and buildings that were blighting areas of the town. Morison Memorial Hall was identified by the group as such a property and in 2010 approval was granted for the Council to acquire the building.
- 3.3 Morison Memorial Hall was purchased by HBC at public auction on 22nd July 2010. The property (as shown edged in **Appendix A**) had remained empty and disused for a considerable period prior to the Council's purchase.

4. PROPOSALS

- 4.1 Morison Hall was marketed for sale in June/July 2013 and informal tenders were invited for the purchase of the property - no tenders were received by the closing date on 7th June, however subsequently there has been limited interest from the private sector. However, throughout the tendering period the NDC Trust have been looking at proposals to redevelop the hall with the hope of securing significant grant funding to deliver a viable refurbishment scheme.
- 4.2 Hartlepool NDC (New Deal for Communities) Trust are a private limited company and registered charity with the aim of facilitating regeneration within the town. One of the Trust's current areas of work is the renovation of empty properties.
- 4.3 The Trust is currently working in collaboration with the Vela Group (who will act as project manager for the works) to deliver a restoration scheme on the building and convert the property into 8no. residential flat units. The current proposals envisage the Trust acquiring the property from the Council on the terms as set out in the confidential **Appendix C. This item contains exempt information under Schedule 12A Local Government Act 1972 (as amended by the Local Government (Access to Information) (Variation) Order 2006) namely, (para 3) information relating to the financial or business affairs of any particular person (including the authority holding that information.** On completion of the scheme the property would be added to the Trust's small portfolio of properties for affordable rent.
- 4.4 The Trust and Vela are currently working up detailed plans and specifications and refining estimated costs following recent building survey work they have undertaken. Although details of the proposed scheme are currently being finalised the Trust have identified that significant costs will be incurred to undertake the conversion and that gap funding will be required through grant assistance.
- 4.5 The Council have marketed the property on the open market however to date there has been limited interest and no detailed proposals have been forthcoming. The property market is improving and an alternate option would be to continue to market the building in order to secure a private developer who will undertake the conversion on a commercial basis and pay the Council an increased capital receipt. However based on the survey information collated by the NDC significant investment is required to undertake the conversion and as such property values will have to increase significantly to improve viability. As such it is unlikely that the private sector would be able to bring forward a viable scheme in the short to medium term.

5. FINANCIAL CONSIDERATIONS

- 5.1 The Trust currently anticipates the total cost of their refurbishment scheme to be in the region of £850,000 (which includes any potential irrecoverable VAT). The Trust has already secured a substantial grant of £351,000 from the Homes and Communities Agency as part of their Empty Homes Community Grants Programme. In addition to this sum they have also been awarded an approved grant of £49,000 from the Social Investment Business. The trust therefore has a total project fund of £400,000 with a view to commencing works on site in early 2014.
- 5.2 The Trust are seeking to fund the balance of the schemes cost of £450,000 through a secured loan from the Council to be paid back over a repayment term of 40 years. The refurbished property will be used as security against the loan agreement between the Council and the NDC Trust and the Council will have a first charge against the property. This will ensure that the Council's investment is protected. The viability of the scheme is dependent on spreading the costs of borrowing over a period of 40 years at an interest rate of 4.3%. The high level of capital cost has meant that the business case model for the project is extremely tight and the key to the viability for this scheme is to minimise the cost of borrowing.
- 5.3 The Chief Finance Officer has examined the business case and the underpinning financial planning assumptions for this development based on the Council providing loan funding. The business case shows there will be a small annual revenue surplus. This gives assurance that if for any reason the Trust became insolvent and the Council was required to take over ownership and management of the building, that its investment should be protected and the financial position of the building as a going concern should be robust. However, it needs to be recognised that in financial terms the project is extremely tight and will need to be delivered within budget, which includes an appropriate contingency provision. The involvement of the Vela Group in managing this project provides additional assurance as they have significant experience of managing major capital schemes. The project will provide a range for non financial benefits as detailed in section 14.
- 5.4 The annual operating budget for the property is shown in the table below.

	£000
Income	
Rent	35
Voids (5% of Rent)	(2)
Net Rent	33
Expenditure	
Loan repayment (40 years)	24
Major repairs at 20%	7
	31
Operating Surplus (Note 1)	2

Note 1 - The annual operating surplus increases to £4,000 if the contingency is not required and only £400,000 borrowing is required.

- 5.5 Arrangements will be made to pay the loan amount by installments after the completion of the grant funded works and the valuation of these works. The HCA grant funding will be claimed by the Trust quarterly in advance of expenditure being incurred which reduces the exposure of risk by the Council.
- 5.6 An essential element of the operating budget is the amount set aside for major repairs. A condition of the loan will be that the annual amount set aside for major repairs is paid over to the Council to oversee the fund and only release funds for major repairs. This will give assurance that the value of the property is protected, as it will be used as security in the loan agreement between the Council and the NDC Trust.
- 5.7 As part of the Morison Hall proposals the Trust are prepared to transfer their freehold reversionary interest in the Murray Street car-park (as shown edged in **Appendix B**) into the ownership of the Council. The car-park site extends to approximately 434m² (0.04ha) and has an estimated redevelopment value in the region of £15,000 to £20,000. The Council currently occupy the site by holding over under the terms of 5-year lease from the trust dated 23rd June 2006. The lease is granted at a peppercorn rental and all revenue income generated is retained by the Council. The annual rental income from the car park is projected to be in the region of £6,000.

6. RISK IMPLICATIONS

- 6.1 There is a risk that if the Council do not proceed with the transfer to the NDC Trust it could potentially hinder any further grant applications on future projects now that funding has been secured for the restoration/conversion of the Hall.
- 6.2 There is a risk that if it is decided to pursue a sale through the open market a viable conversion scheme will not come to fruition and the building will remain blighting the Headland Conservation Area. It must be assumed that any private treaty option would be reliant on the purchaser securing significant funding for the conversion costs from high street lenders.
- 6.3 There is a risk that if rental income levels fall or void levels increase then the operational viability of the scheme is affected which may impact on the ability of the Trust to meet their financial obligations to the Council. However, there is more certainty about the deliverability of a refurbishment scheme through the NDC Trust option in the short to medium term.

7. LEGAL CONSIDERATIONS

- 7.1 The Chief Solicitor has been consulted on this proposal and has confirmed that the Council has the legal power to enter into the proposed arrangement with the NDC Trust for the transfer of the building and the provision of a loan.
- 7.2 The Chief Solicitor has also advised that the necessary legal document can be prepared to provide the guarantees detailed in paragraph 5.5 and 5.6 if the NDC Trust option does proceed. Members should note that the Chief Solicitor and Chief Finance Officer will need to ensure that the guarantees for the proposed Council loan are not undermined by any existing guarantees the NDC Trust have provided to funders to ensure the Council's financial position is protected.

8. EQUALITY AND DIVERSITY CONSIDERATIONS

- 8.1 There are no equality or diversity considerations as part of the report proposals.

9. STAFF CONSIDERATIONS

- 9.1 There are no staffing considerations as part of the report proposals.

10. ASSET MANAGEMENT CONSIDERATIONS

- 10.1 The attention of the Committee is drawn to the Asset Management element of the Medium Term Financial Strategy. The decision by Cabinet in January 2009 requires a commercial, proactive approach to be taken on Asset Management issues.

11. SECTION 17 OF THE CRIME and DISORDER ACT 1998 CONSIDERATIONS

- 11.1 The implications of The Crime and Disorder Act 1998 have been considered and there are no matters affecting these proposals.

12. CONCLUSIONS

- 12.1. The report outlines the Council's proposals for supporting a scheme of redevelopment on Morison Memorial Hall that will bring a building with significant local architectural and historical merit back into active use.
- 12.2 The priority being to achieve this with minimum cost and risk to the Council and the proposal to transfer the building to the NDC Trust would seem to be the most appropriate way forward to secure the redevelopment proposals.

13. RECOMMENDATIONS

- 13.1 Committee are recommended to approve the proposed disposal of Morison Memorial Hall to the NDC Trust subject to the following conditions:-
- i) The granting of a loan up to £450,000 over 40 years at the prevailing Public Works Lending Board rate annuity rate, subject to a final redevelopment scheme being agreed and the matter being approved at Full Council on 5th December 2013.
 - ii) Authorise the Chief Finance Officer and Chief Solicitor to draft the necessary financial and legal documents to action the guarantees referred to in 5.5 and 5.6 for agreement with the NDC Trust and to note these documents will not be signed until full Council has made a final decision on this proposal.
 - iii) Approve the disposal of the site which is detailed in **Confidential Appendix C. This item contains 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).**

14. REASONS FOR RECOMMENDATIONS

- 14.1 Morison Memorial Hall is a landmark building in the Headland Conservation Area and its refurbishment and reuse would represent a significant regeneration achievement for the Council and the NDC Trust. It is important that the building is transferred to an organisation that can deliver a viable quality development within a reasonable timescale.
- 14.2 The Morrison Hall Scheme will also provide one bedroom accommodation which will meet an identified need within the Borough. This type of accommodation specifically meets the needs of single people under 35 who have been affected by recent welfare reform. There is a shortage of one bedroom properties across the town and high demand and also a shortage of affordable accommodation on the Headland. The scheme is part of the Councils empty homes programme and fits strategically with the objectives within the empty homes strategy whilst contributing to the regeneration of the area. The scheme also provides employment opportunities for young people and will give them experience leading on from empty homes refurbishment to property conversion.

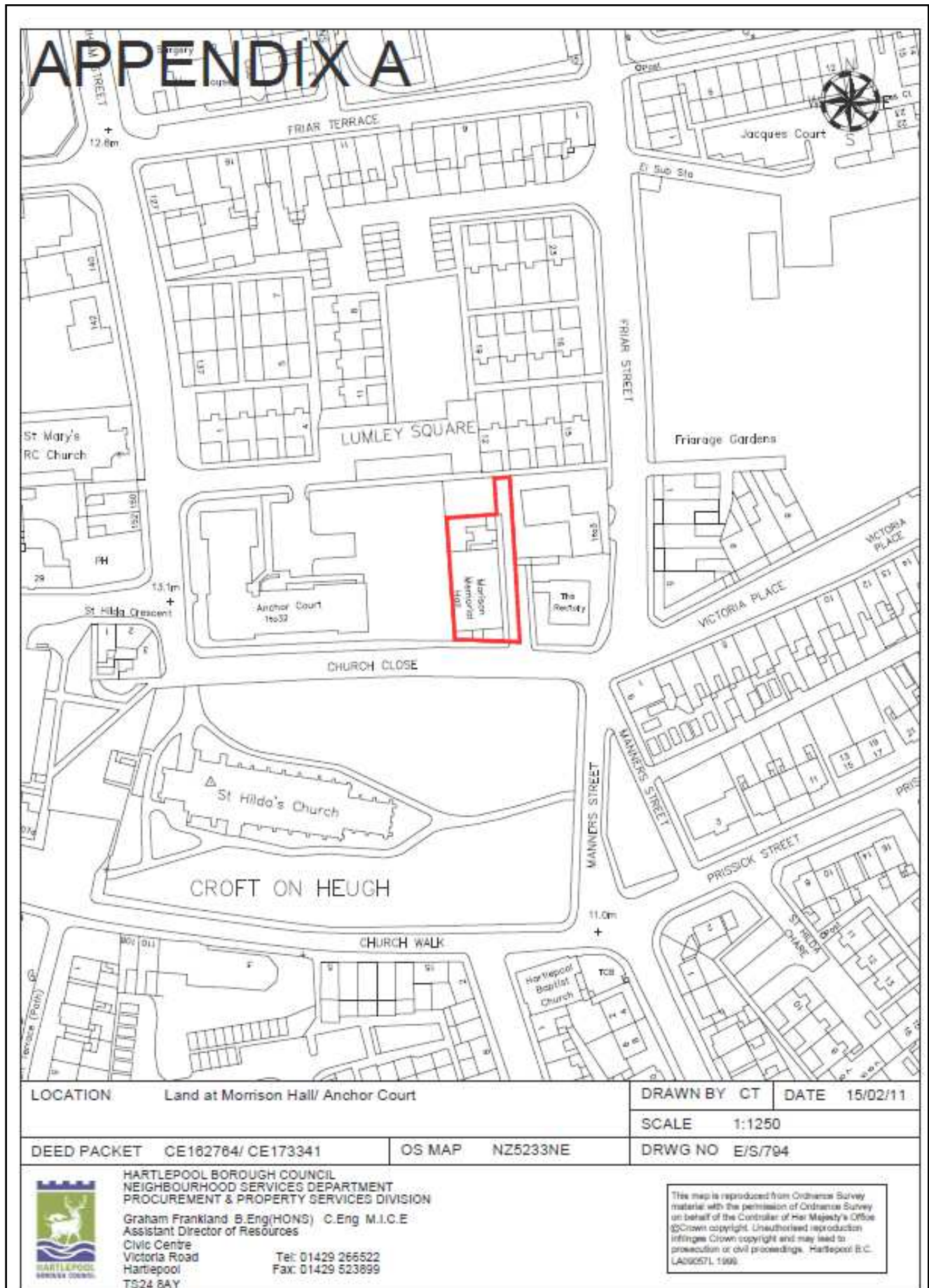
15. BACKGROUND PAPERS

- 15.1 There are no background papers to the body of this report.

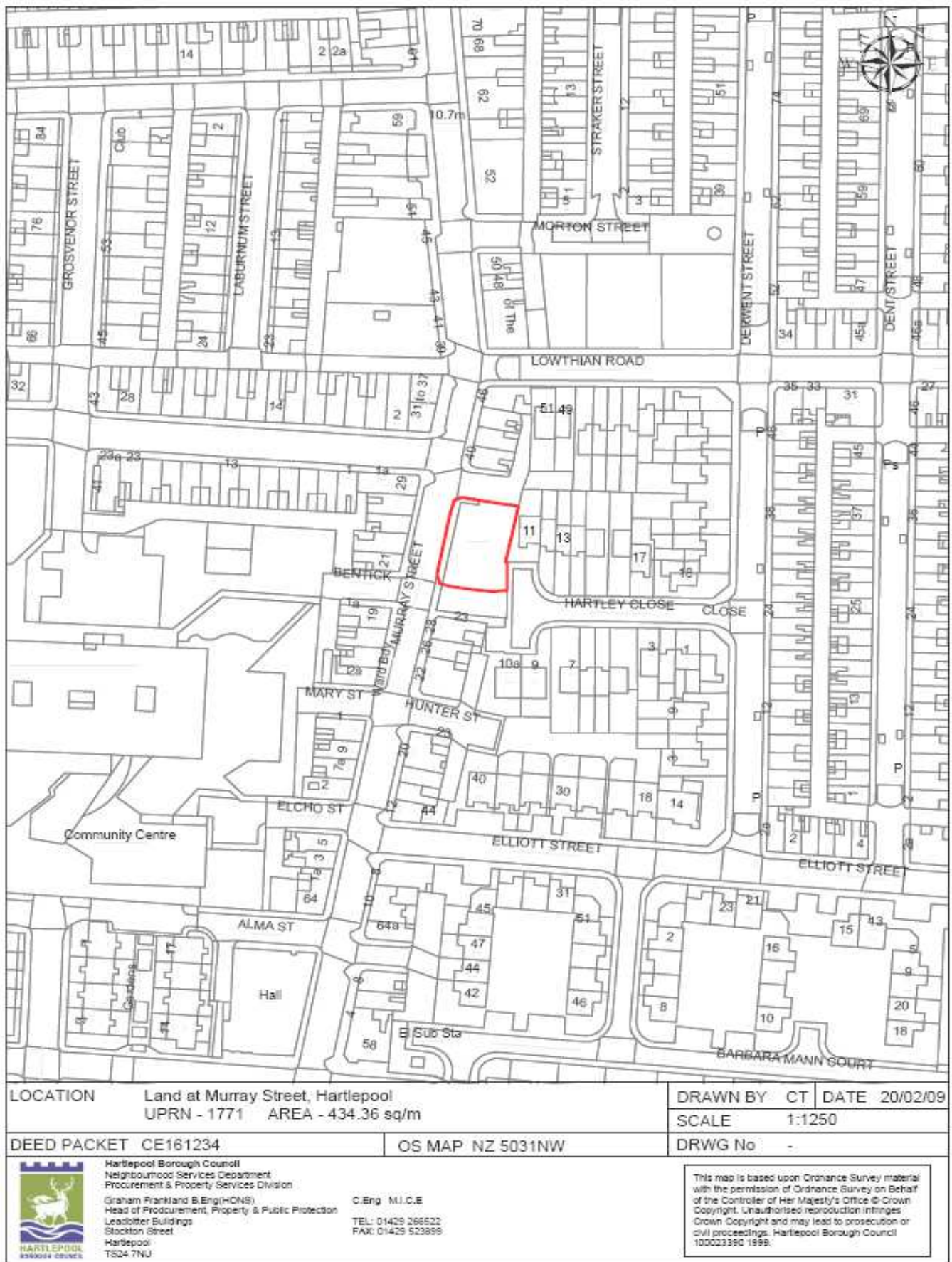
16. CONTACT OFFICER

Denise Ogden
Director of Regeneration and Neighbourhoods
Civic Centre
Victoria Road
Hartlepool
TS24 8AY
Email denise.ogden@hartlepool.gov.uk
Tel: 01429 523301

Dale Clarke
Estates and Asset Manager
Civic Centre
Victoria Road
Hartlepool
TS24 8AY
Email dale.clarke@hartlepool.gov.uk
Tel: 01429 523386



APPENDIX B



FINANCE AND POLICY COMMITTEE

29th November 2013



Report of: Assistant Chief Executive

Subject: REVIEW OF COMMUNITY INVOLVEMENT AND
ENGAGEMENT (INCLUDING LSP REVIEW):
UPDATE ON DECISIONS TAKEN 'IN PRINCIPLE'

1. TYPE OF DECISION/APPLICABLE CATEGORY

Key Decision (test (ii)) Forward Plan Reference No CE46/11

2. PURPOSE OF REPORT

- 2.1 To update the Committee on the Strategic Partners Group review and to seek agreement on the future role and membership of the Strategic Partners Group.

3. BACKGROUND

- 3.1 Now that the new governance structure of the Local Authority has been embedded, and the role and functions of the Health & Wellbeing Board have also been established it is considered timely to review the role of the Strategic Partners Group (SPG). It was agreed that as part of the review, a workshop session would be held with SPG members. This session was initially scheduled for the 17th of July, however due to poor attendance the session was rescheduled to the 11th of September. A list of attendees is attached as **Appendix 1**.

- 3.2 The session with SPG members was held in workshop format. Attendees were split into two groups and asked to consider

- Whether there is a need for the Strategic Partners Group to continue
- Who should make up the membership of Strategic Partners Group
- What the remit and focus of the group should be
- Frequency of meetings

4. PROPOSALS

- 4.1 During discussion at the workshop a number of common themes emerged, the general consensus amongst members was that there remains a need for

Strategic Leaders to convene in order to discuss and address the common issues and emerging issues impacting each partner and subsequently the Town as a whole. Three options emerged from the discussion

- (i) Retain the SPG in its current format
- (ii) Retain the SPG but in a changed format.
- (iii) Discontinue Strategic Partners Group and review membership of Health and wellbeing Board; to include those partners who are currently part of SPG but not part of H and WB.

4.2 In the event of SPG continuing (whether in the same or different form), there was consensus that members of the group needed to be of relevant seniority to be able to take action on behalf of their organisation. The tables below set out three possible options, option 1 is to retain existing membership, option 2 sets out and increased membership to also include organisation leads, with option 3 setting out a reduced membership with a core of strategic leads representing their respective organisations.

4.3 Option 1 – Retain Existing Membership

The current Strategic Partners has a membership of 24, including (up to) 11 members from Hartlepool Borough Council. The Durham Tees Valley Probation Trust and North Tees and & Hartlepool NHS Trust are the only other organisations where the Chief Executive (or equivalent) attends.

Existing Membership	Representation
Hartlepool Borough Council (11)	<ul style="list-style-type: none"> • Leader • Policy Committee Chairs (4) • Chair & Vice Chair North & Coastal Neighbourhood Forum (2) • Chair & Vice Chair South & Central Neighbourhood Forum (2) • Chief Executive
Theme Groups (4)	<ul style="list-style-type: none"> • Chair of Health & Wellbeing Board • Chair of Safer Hartlepool Partnership • Chair of Economic Regeneration Forum • Chair of Housing Partnership
Cleveland Police Authority	<ul style="list-style-type: none"> • Police & Crime Commissioner
Durham Tees Valley Probation Trust	<ul style="list-style-type: none"> • Chief Executive
Cleveland Fire Authority	<ul style="list-style-type: none"> • Chair
North Tees and Hartlepool Clinical Commissioning Group	<ul style="list-style-type: none"> • Chair
Tees, Esk & Wear Valley NHS Trust	<ul style="list-style-type: none"> • Chair
North Tees & Hartlepool NHS Trust	<ul style="list-style-type: none"> • Chief Executive
Jobcentre Plus	<ul style="list-style-type: none"> • Job Seeker Opportunities Manager
Skills Funding Agency	<ul style="list-style-type: none"> • TBC

Voluntary & Community Sector (VCS) in Hartlepool	<ul style="list-style-type: none"> Elected representative
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4.4 Option 2 Includes respective organisation Heads of Service to current membership

This option retains the current membership and also includes the Heads of Service for each organisation. The membership of this group is (up to) 29 members.

Membership	Representation
Hartlepool Borough Council (11)	<ul style="list-style-type: none"> Leader Policy Committee Chairs (4) Chair & Vice Chair North & Coastal Neighbourhood Forum (2) Chair & Vice Chair South & Central Neighbourhood Forum (2) Chief Executive
Theme Groups (4)	<ul style="list-style-type: none"> Chair of Health & Wellbeing Board Chair of Safer Hartlepool Partnership Chair of Economic Regeneration Forum Chair of Housing Partnership
Cleveland Police (2)	<ul style="list-style-type: none"> Police & Crime Commissioner Chief Constable (or Chief Inspector for Hartlepool)
Durham Tees Valley Probation Trust	<ul style="list-style-type: none"> Chief Executive
Cleveland Fire Authority (2)	<ul style="list-style-type: none"> Chair Chief Fire Officer
North Tees and Hartlepool Clinical Commissioning Group (2)	<ul style="list-style-type: none"> Chair Chief Officer
Tees, Esk & Wear Valley NHS Trust (2)	<ul style="list-style-type: none"> Chair Chief Executive
North Tees & Hartlepool NHS Trust	<ul style="list-style-type: none"> Chief Executive
Jobcentre Plus	<ul style="list-style-type: none"> Job Seeker Opportunities Manager
Skills Funding Agency	<ul style="list-style-type: none"> TBC
Voluntary & Community Sector (VCS) in Hartlepool	<ul style="list-style-type: none"> Elected representative
Tees Valley Unlimited	<ul style="list-style-type: none"> Chief Executive

4.5 Option 3 – Core Group with Strategic Leads

This option represents a core group of members with a reduced membership number of (up to) 16. This option also includes the removal of Job Centre Plus from the group and the inclusion of Tees Valley Unlimited.

Membership	Representation
Hartlepool Borough Council (2)	<ul style="list-style-type: none"> • Leader • Chief Executive
Theme Groups (4)	<ul style="list-style-type: none"> • Chair of Health & Wellbeing Board • Chair of Safer Hartlepool Partnership • Chair of Economic Regeneration Forum • Chair of Housing Partnership
Cleveland Police (2)	<ul style="list-style-type: none"> • Police & Crime Commissioner • Chief Constable (or Chief Inspector for Hartlepool)
Durham Tees Valley Probation Trust	<ul style="list-style-type: none"> • Chief Executive
Cleveland Fire Authority	<ul style="list-style-type: none"> • Chief Fire Officer
North Tees and Hartlepool Clinical Commissioning Group	<ul style="list-style-type: none"> • Chief Officer
Tees, Esk & Wear Valley NHS Trust	<ul style="list-style-type: none"> • Chief Executive
North Tees & Hartlepool NHS Trust	<ul style="list-style-type: none"> • Chief Executive
Skills Funding Agency	<ul style="list-style-type: none"> • TBC
Voluntary & Community Sector (VCS) in Hartlepool	<ul style="list-style-type: none"> • Elected representative
Tees Valley Unlimited	<ul style="list-style-type: none"> • Chief Executive

4.6 Option 4 - Cease SPG altogether and subsequently review membership of Health and Wellbeing Board

This was raised as a potential option by members of the group as a way to avoid additional meetings and duplication. However not all members of SPG are represented on the Health and Wellbeing Board, and as such a review may need to be undertaken.

4.7 **Remit and focus of Strategic Partners Group**

In terms of the remit of the group there was an overriding consensus that, should the SPG continue, it should not duplicate what is already statutorily in place (Health and Wellbeing Board and Community Safety Partnership).

Suggestions for what the focus of the group should be were;

- (i) To focus on the delivery of the Sustainable Community Strategy
- (ii) That meetings should be themed or topic based with a forward plan of topics agreed over the course of the year
- (iii) That meetings should focus on issues that cut across all themes (for example child poverty)
- (iv) That meetings should be convened only to discuss any significant issues arising that are significantly impacting on partners and /or the Borough.

4.8 Frequency of meetings

In the event of the Strategic Partners Group remaining, three clear options around the frequency of meetings were identified within the workshop, these were;

- (i) That 4 – 6 meetings per year should be diarised and held with a forward plan of topics agreed.
- (ii) That 4 meetings a year should be diarised but only convened at the request of any single partner organisation to discuss a significant issue impacting an organisation or the borough.
- (iii) That no meetings are diarised; however ‘ad hoc’ meetings would be convened at the request of a partner organisation as per (ii) above.

4.9 Partners who attended the workshop were subsequently asked to complete a questionnaire to identify their respective preferred options for;

- Whether SPG should continue
- What the membership should be
- What the role and function of the group should be
- How often the group should meet.

The results are summarised in the table below;

Recommendation		Preferred Option
1. Future of SPG	(i) Retain the Strategic Partners Group	10
	(ii) Disband Strategic Partners Group	5
2. Membership of SPG	(i) Retain the existing membership as set out in paragraph 4.3	3
	(ii) To revise the membership of SPG as set out in paragraph 4.4	3
	(iii) To revise the membership of SPG as set out in paragraph 4.5	9
3. Role and function of SPG	(i) To focus on the delivery of the Sustainable Community Strategy	1
	(ii) That meetings should be themed or topic based with a forward plan of topics agreed over the course of the year	2
	(iii) That meetings should focus on issues that cut across all themes.	8
	(iv) That meetings should only be convened to discuss any significant issues arising that are significantly impacting on partners and / or the	7

	Borough	
4. Frequency of meetings	(i) That 4 – 6 meetings per year should be diarised and held with a forward plan of topics agreed.	3
	(ii) That 4 meetings per year should be diarised but only convened at the request of any single partner organisation to discuss a significant issue impacting an organisation or the Borough	10
	(iv) That no meetings are diarised; however ad hoc meetings would be convened at the request of a partner organisation as per (ii) above.	1
Any other comments? Please use the space provide below. <ul style="list-style-type: none"> • The group is another layer of bureaucracy that is not needed in light of the new governance arrangements of the local authority, partner organisations already have a number of routes to consult and work with the authority and the group only duplicates existing mechanisms in place, it is just a talking shop. • Nobody wants to attend more meetings than necessary, so any meetings that are convened need to be sharply focussed and be relevant to all attendees. • membership is too skewed towards HBC and that Neighbourhood Forum Chairs and Vice Chairs are not required whichever format/membership is agreed 		

4.10 Next Steps

Once a decision on the future of the Strategic Partners group has been made, a new Terms of Reference will be produced. The TOR will include a list of all partners and a summary of their role.

5. RECOMMENDATIONS

- 5.1 Firstly the Finance and Policy Committee are asked to agree whether to;
- Retain the Strategic Partners Group, or
 - Disband Strategic Partners Group

- 5.2 Secondly, if Finance and Policy Committee agree to option (i) then it is requested that they agree whether to;
- Retain the existing membership as set out in paragraph 4.3
 - To revise the membership of SPG as set out in paragraph 4.4
 - To revise the membership of SPG as set out in paragraph 4.5

- 5.3 Thirdly, Finance and Policy Committee are requested to agree to the role and function of SPG as set on in paragraph 4.7, these options are;
- (i) To focus on the delivery of the Sustainable Community Strategy
 - (ii) That meetings should be themed or topic based with a forward plan of topics agreed over the course of the year
 - (iii) That meetings should focus on issues that cut across all themes.
 - (iv) That meetings should only be convened to discuss any significant issues arising that are significantly impacting on partners and / or the Borough
- 5.4 Fourthly, Finance and Policy Committee are asked to agree the frequency of meetings of SPG. The options identified at the workshop were;
- (i) That 4 – 6 meetings per year should be diarised and held with a forward plan of topics agreed.
 - (ii) That 4 meetings per year should be diarised but only convened at the request of any single partner organisation to discuss a significant issue impacting an organisation or the Borough
 - (iv) That no meetings are diarised; however ad hoc meetings would be convened at the request of a partner organisation as per (ii) above.
- 5.5 Finally, should finance and Policy Committee agree to continue with the Strategic Partners Group, that a review be held in 12 months to assess what positive outcomes have been achieved.

6 REASONS FOR RECOMMENDATIONS

- 6.1 The recommendations set out are drawn from the discussions held at the Strategic Partners Group development session held on the 11th September 2013.

7. CONTACT OFFICER

Andrew Atkin
Assistant Chief Executive
Tel: 01429 3003
Andrew.atkin@hartlepool.gov.uk

Richard Starrs
Strategy and Performance Officer
Tel: 01429 523589
Richard.starrs@hartlepool.gov.uk

Strategic Partners Group Development Day
11th September 2013
Attendance list

Name	Organisation
Christopher Akers Belcher	Hartlepool Borough Council
Chris Simmons	Hartlepool Borough Council
Carl Richardson	Hartlepool Borough Council
Marjorie James	Hartlepool Borough Council
Sylvia Tempest	Hartlepool Borough Council
Paul Beck	Hartlepool Borough Council
Kevin Cranney	Hartlepool Borough Council
Dave Stubbs	Hartlepool Borough Council
Andrew Atkin	Hartlepool Borough Council
Louise Wallace	Hartlepool Borough Council
Nigel Johnson	Hartlepool Borough Council
Kerry Trenchard	Hartlepool Borough Council
Richard Starrs	Hartlepool Borough Council
Ali Wilson	Hartlepool and Stockton on Tees CCG
Boleslaw Posmyk	Hartlepool and Stockton on Tees CCG
Alan Foster	North Tees and Hartlepool NHS Trust
Keith Bayley	HVDA
Carole Richardson	North Star Housing Group and Chair of Housing Partnership
Lucia Sager-Burns	Durham Tees Valley Probation Trust
Ian Wholstenholme	Police and Crime Commissioners Office
Lynn Beeston	Cleveland Police
Douglas Taylor	Tees Esk Wear Valley Foundation Trust

FINANCE AND POLICY COMMITTEE

29TH November 2013



Report of: ASSISTANT CHIEF EXECUTIVE

Subject: PERFORMANCE INCREMENT SCHEME (CHIEF EXECUTIVE AND DIRECTORS)

1.0 TYPE OF DECISION/APPLICABLE CATEGORY

Non Key.

2.0 PURPOSE OF REPORT

2.1 For members of the Committee to consider the conclusions of the Appraisal Panel meeting held on 23rd October 2013.

3.0 BACKGROUND

3.1 At the meeting of Finance and Policy Committee of 13th May 2013 the following was agreed;

- (i) The draft Performance Increment Scheme and associated appeals procedure for Chief Executive and Directors was approved.
- (ii) That the appraisal panel for the Chief Executive's post comprise the following:
 - Policy Committee Chairs (including the Leader of the Council)
 - Chair of the Audit and Governance Committee
 - Leader of the largest Opposition Group
- (iii) That the first appraisals under this new scheme will take place in September/October this year where:
 - backdated objectives will be set from the date of appointment to 31 March 2013 and for 2013/14 from 1st of April this year (based on the Budget and Policy Framework, Council Plan and Annual Governance Statement); and
 - performance against both sets of objectives up to the end of August 2013 will be measured and a decision made about the annual increment payable on the first anniversary of appointment

- 3.2 Appraisal Panel met on 23rd October and this report incorporates their conclusions and information considered.

4.0 PERFORMANCE INCREMENT SCHEME

- 4.1 The decision of Finance and Policy Committee provides for the objectives to be established as part of the performance increment scheme to be derived from the Budget and Policy Framework, the Council Plan and the Annual Governance Statement.
- 4.2 In line with the decision of Finance and Policy Committee and the considerations of the Appraisal Panel I have included at **Appendix 1** (based on those factors which were determined to form the basis of the Objectives for the Chief Executive) a summary of performance to the end of 2012 / 13 year and the assessment of the progress to date in this year (essentially the period from April to the end of September). All of these matters have previously been reported to members either through Audit and Governance Committee or to Finance and Policy Committee (and other committees) and Council through performance reporting, the development of the budget for 2014 / 15 and the ongoing development and approval of required elements of the Budget and Policy Framework.
- 4.3 On the basis of this information, and the ongoing updating of members in terms of performance, the objectives have been achieved with performance being satisfactory (the only options in this regard are satisfactory or non satisfactory).
- 4.4 On the basis of the considerations of the Panel and the information included in appendix 1 the performance increment for the Chief Executive should be approved.
- 4.5 The objectives, as they are to be derived from the Budget and Policy Framework, the Council Plan and the Annual Governance Statement, are currently reported to Finance and Policy Committee (and individual committees where this is appropriate under the Budget and Policy Framework), Council and Audit and Governance Committee. The updates vary in frequency but in respect of the Council plan is quarterly.
- 4.6 The one additional area of the performance objectives framework is the development of the Medium Term Financial strategy and annual budget. The process for the development of this, and implied in this the performance of the Chief Executive and Directors in this development, is an incremental process which is reported regularly to Finance and Policy Committee and other Committees. The process and timescales for this are essentially performing to previously established timescales.
- 4.7 The governance framework for the Council provides members, as would be expected and hoped, with the ongoing ability through already established reporting frameworks to assess the overall performance of the Council and more specifically the development and delivery of objectives which form part

of it as part of already existing frameworks and from this the overall performance of the Chief Executive and Directors.

- 4.8 When the Panel considered this matter they were of the view that the current arrangements for measuring performance, in the new governance arrangements, were satisfactory and provided a clear basis to assess the performance of the Chief Executive (and for the Chief Executive to assess the performance of Directors) without the need for recourse to a separate Performance Increment Scheme. It was also identified that there were adequate arrangements in place should members not be satisfied with performance to address this.
- 4.9 Members also considered and noted that all of the aspects which would form the annual Performance Increment Assessment are currently monitored by the Finance and Policy Committee and approved by Council, and so as to avoid duplication of effort, separate consideration of these elements would not be necessary in the future.
- 4.10 It was also discussed that any further incremental pay awards for the Chief Executive and Directors would be implemented automatically on an annual basis, subject to the Council Plan, Annual Governance Statement and the conclusion of the Budget and Policy Framework being agreed by the Finance and Policy Committee and Council.
- 4.11 In addition members considered that the differentiation of the Chief Executive and Directors from all other members of council staff in the implementation of this scheme was not appropriate. It was considered that the arrangements which apply for all other staff should also be the case for the Chief Executive and Directors.

5.0 RECOMMENDATIONS

- 5.1 Members are recommended to;
- 5.1.1 Agree the awarding of the performance increment for the Chief Executive.
- 5.1.2 Consider and agree that further incremental pay awards for the Chief Executive and Directors would be implemented automatically on an annual basis, subject to the Council Plan, Annual Governance Statement and the conclusion of the Budget and Policy Framework being agreed by the Finance and Policy Committee and Council.

6.0 REASONS FOR RECOMMENDATIONS

- 6.1 The performance increment scheme for the Chief Executive and Directors was agreed at an earlier meeting of the Finance and Policy Committee. The assessment of this and the component parts and their current reporting and consideration by various committees have resulted in this report and the recommendations. The proposals provide for the effective management of the organisation, and ensure that the governance arrangements for the

Council remain reflective of the desire to ensure a streamlined approach to governance with any potential duplication of activity minimised.

7.0 BACKGROUND PAPERS

Finance and Policy Committee report 13th May 2013 – Performance Increment Scheme – Chief Executive and Directors

8.0 CONTACT OFFICER

Andrew Atkin
Assistant Chief Executive
Tel: 01429 523003
Email: Andrew.Atkin@Hartlepool.gov.uk

Appendix 1

Performance Summary 2012 / 13

Only a part year should be reflected as the Appointment of the Chief Executive was in September 2012 however in reality a full year end position is appropriate

Annual Governance Statement

(these are directly linked to the actions identified for the 2012/13 year)

Ensuring effective and comprehensive procurement arrangements.
Effectively managing the risks involved in managing ongoing budget reductions.
Implementation of the Selective Licensing Function
Implementation of the changes arising from the Welfare Reform Act.
Ensure the effective transfer of functions resulting from the Health and Social Care Act, re transfer of some Public Health responsibilities to the LA.
Implement those changes required from the Localism Act
To progress those actions and agreed plans in respect of Collaborative Working
Ensuring effective action to revise the Councils Governance arrangements as a result of changes to the council size.
Addressing the requirements of the potential for a Mayoral referendum.

The consideration of these issues has been undertaken by Audit and Governance Committee as part of the establishment of the Annual Governance Statement for 2013. This identified that all issues had been addressed

Council Plan

The final year end report in respect of the Council plan previously reported to members identified the following

Actions Achieved	177	(95%)
Missed	10	(5%)

Council Budget

Establishing and providing proposals for agreement to establish a balanced budget for the Authority in the light of ongoing budget reductions

Addressed

Performance Summary 2013 / 14

Only a part year should be reflected for the first 6 months of 2013

Annual Governance Statement

(these are directly linked to the actions identified for the 2013/14 year)

Ensure the delivery of Peer Review Action Plan.	Update report to Council all actions bar one completed
Ensure the delivery of the Medium Term Financial Strategy	Regular update reports and reports for members consideration provided to Finance and Policy and other Policy Committees – ON TRACK
Ensure the delivery of Council Plan	See below
Ensure the continued review of and implementation of any required changes as a result of the Welfare Reform Act.	Regular update reports provided to Finance and Policy Committee as circumstances develop and new information is available
Health and Social Care Act, re transfer of some Public Health responsibilities to the LA.	Regular update reports provided to Finance and Policy Committee as circumstances develop and new information is available
Ensure the monitoring and review of the Councils new governance arrangements as appropriate.	Ongoing review and report scheduled for Council for 5 th December

All progressing as expected and reported regularly to Members

Council Plan

Actions Completed / On Track	209	(84%)
Progress Acceptable	35	(14%)
Intervention Required	3	(1%)

This is comparable to previous years performance at this stage

Council Budget

See above as this has now been included in the Annual Audit and Governance Statement

FINANCE AND POLICY COMMITTEE

29th November 2013



Report of: Director of Regeneration and Neighbourhoods

Subject: FUNCTION CATERING SERVICE

1. TYPE OF DECISION/APPLICABLE CATEGORY

1.1 For information only.

2. PURPOSE OF REPORT

2.1 To inform the Committee of developments in relation to the Central Library café.

3. BACKGROUND

3.1 The Finance and Policy Committee on 19th September 2013 agreed that the Central Library Café could not be sustained as a service and :- “That the option of an alternative provider for the Central Library be explored further with the potential to generate income for the Council albeit the Council Service would be no longer the funder.”

3.2 Members also requested that the potential of a “Community Interest Company” (CIC) be explored with staff and Trade Unions.

4. CONSIDERATIONS

4.1 Consultations have been undertaken with staff and Trade Unions in relation to the closure of a number of cafes and the potential of a CIC. The staff were very clear that this was not an option that they wished to pursue.

4.2 An advertisement requesting expressions of interest from an external organisation to operate the café was published and despite two enquiries no firm expressions were received.

4.3 As a result the Library Café will now close on 21st December 2013 together with the Art Gallery Café, in line with the Committee’s resolution.

- 4.4 Vending machines and areas for customers to sit and relax will be provided.
- 4.5 Consultation with Staff and Trade Unions in relation to service changes is continuing. Redeployment opportunities are being pursued in those consultations.
- 4.6 A further report on the conclusions, as part of the budget process, will be brought to a future Committee.

5. RISK IMPLICATIONS

- 5.1 To continue the existing function catering service presents a short and long term financial risk to the authority. Reducing the service as outlined in the previous report provides the opportunity to sustain function catering in a smaller capacity, with the opportunity to grow and flourish in future years

6. FINANCIAL CONSIDERATIONS

- 6.1 Some service outlets are currently running at a financial loss, as outlined in the previous report. Consideration as to the long term sustainability of the existing service is required based on the development of the Inspirations Café in particular and the promotion generally of functions and events. These tasks will be the focus of attention for the forthcoming year.

7. LEGAL CONSIDERATIONS

- 7.1 None

8. EQUALITY AND DIVERSITY CONSIDERATIONS

- 8.1 None

9. STAFF CONSIDERATIONS

- 9.1 Closing the outlets will result in reduction of existing staffing levels. However, every effort would be made to find alternative positions of employment with the Facilities Management school catering and building cleaning sections. Consultation with staff and unions is being conducted in line with the Council's procedures.

10. ASSET MANAGEMENT CONSIDERATIONS

- 10.1 All outlets illustrated in the previous report are the property of HBC, and would continue to be in use when the outlets be closed.

11. SECTION 17 OF THE CRIME AND DISORDER ACT 1998 CONSIDERATIONS

- 11.1 None

12. RECOMMENDATIONS

- 12.1 That the Committee notes the situation.

13. CONTACT OFFICER

Graham Frankland
Assistant Director (Resources)
Civic Centre
Victoria Road
Hartlepool
TS24 8AY
Email graham.frankland@hartlepool.gov.uk
Tel: 01429 523211

Denise Ogden
Director of Regeneration and Neighbourhoods
Civic Centre
Victoria Road
Hartlepool
TS24 8AY

Email denise.ogden@hartlepool.gov.uk
Tel: 01429 523301

FINANCE AND POLICY COMMITTEE

29th November 2013



Report of: ASSISTANT CHIEF EXECUTIVE

Subject: EMPLOYEE SICKNESS ABSENCE 2nd QUARTER 2013/14

1. TYPE OF DECISION/APPLICABLE CATEGORY

The report is for information.

2. PURPOSE OF REPORT

To update the Committee on the Council's performance, in relation to employee sickness absence, for the second quarter of 2013/14.

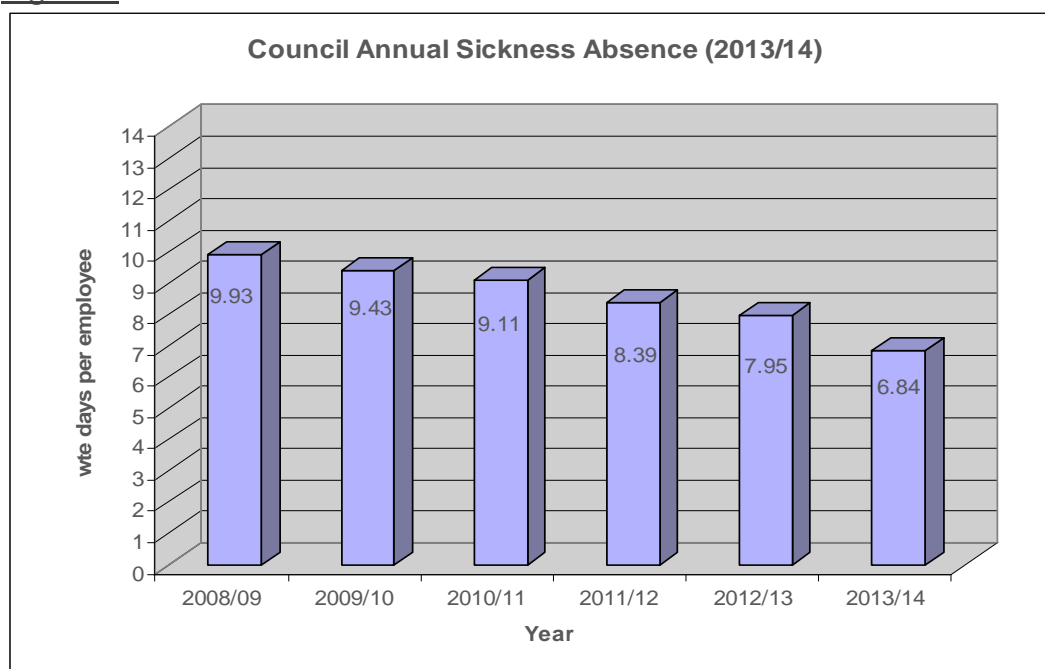
3. BACKGROUND

The extent to which employees are absent from work due to illness has a direct impact on the quality, level and cost of the provision of services. As such the Council have included this as a Local Performance Indicator (HRPI 5A) – The number of working days/shifts lost due to sickness absence in its group of Corporate Health Performance Indicators.

4.0 THE COUNCIL'S PERFORMANCE INCLUDING SCHOOLS UP TO THE 2nd QUARTER OF 2013/14

- 4.1 The target figure for 2013/14 for the Council is 7.50 days absence per wte employee (whole time equivalent). The actual sickness rate at the end of the 2nd quarter shows the Council's performance is on target at 6.84 days per wte per employee per annum as illustrated in Figure 1 below. The overall the figures still demonstrate a year on year improvement for the Council. The Council continues to focus on sickness absence management to ensure achievement of its 7.50 wte average sickness per employee target at the end of the reporting year.

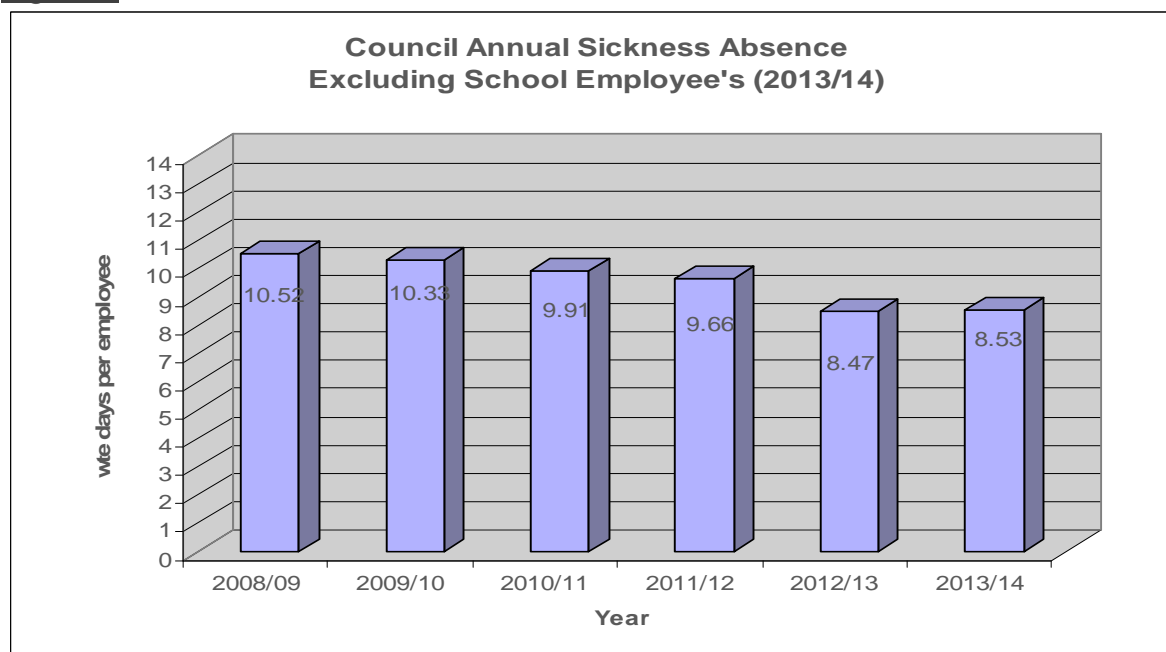
Figure 1



4.2 THE COUNCIL'S PERFORMANCE EXCLUDING SCHOOLS UP TO THE 2nd QUARTER OF 2013/14

The actual sickness rate at the end of the 2nd quarter without schools data shows the Council's performance is 8.53 wte per employee per annum as illustrated in Figure 2 below. This shows an interesting comparison of performance in Figure 1.

Figure 2



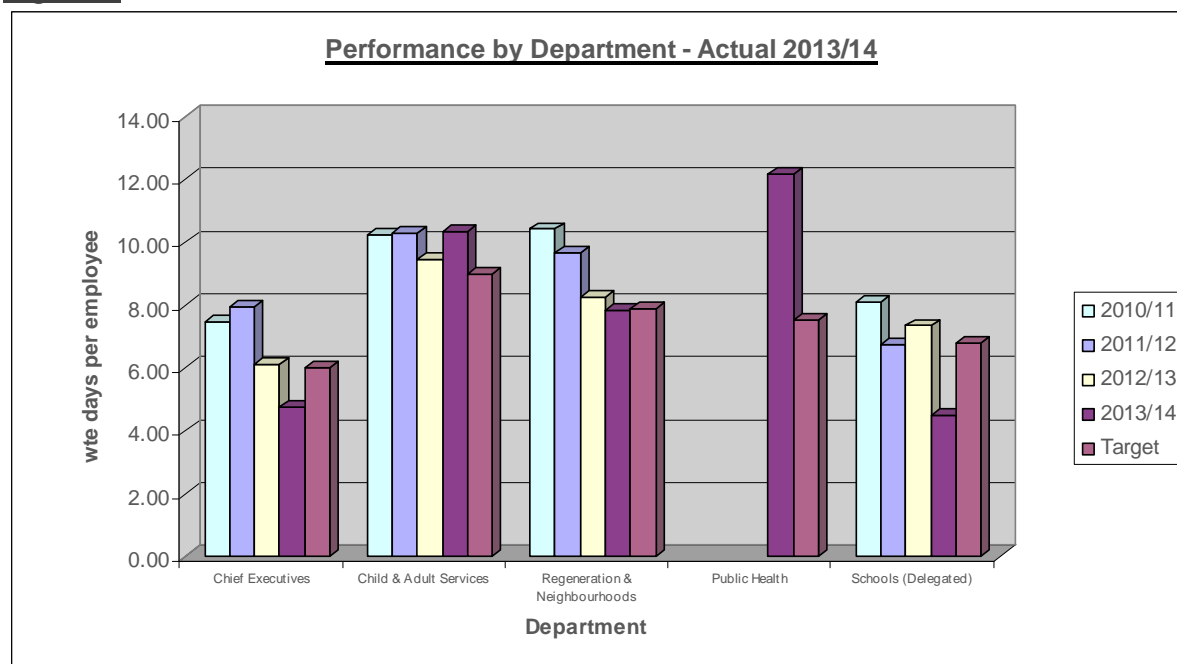
4.3 ACTUAL PERFORMANCE BY DEPARTMENT AND SCHOOLS

Figure 3 below illustrates the actual performance for each Department and Schools as at 30th September 2013. This can be compared to performance over the previous three years. The final column shows the 2013/14 annual target set by each Department and Schools.

The figure identifies that there is an overall downward trend in sickness absence rates across all Departments compared with the last three years except for Child & Adult Services and Public Health who have had an unusually high level of long term sickness absence. This level is expected to reduce over the remaining year. It shows, at this stage in the year, the Council is slightly over target but expects, through robust sickness absence management over the next 6 months, to meet its overall sickness absence target for the year.

The newly formed Public Health Department shows only the information from April 2013. Their figures are higher than would be expected because unfortunately the combination of the small number of people in the Department coupled with a higher level of long term sickness cases.

Figure 3

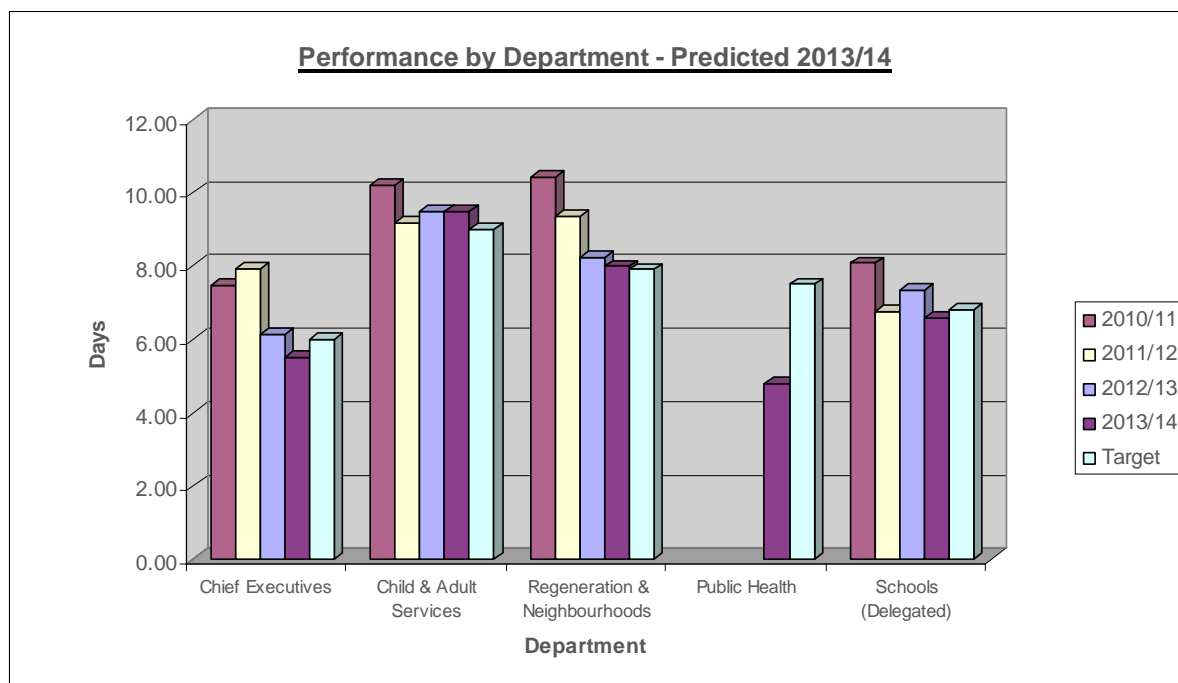


4.4 PREDICTED PERFORMANCE BY DEPARTMENT AND SCHOOLS

Figure 4 below identifies the end of year predicted figures (forecast for the annual year 2013/14) for each Department and Schools as at 30th September 2013. This can be compared to the actual performance over the previous three years. The final column shows the approved 2013/14 annual target for each Department and Schools.

These figures illustrate that Chief Executives, Regeneration & Neighbourhoods, Schools and Public health are expected to meeting their targets. However based on the last 12 months data Child & Adult Services and Schools are not as likely to meet their target.

Figure 4



4.5 LONG, MEDIUM AND SHORT TERM SICKNESS ABSENCE ANALYSIS

Long = 20+ days / Medium = 5 to 20 days / Short = under 5 days

Figure 5 Council Long Medium and Short Terms Sickness 2nd Quarter Analysis 2013/14

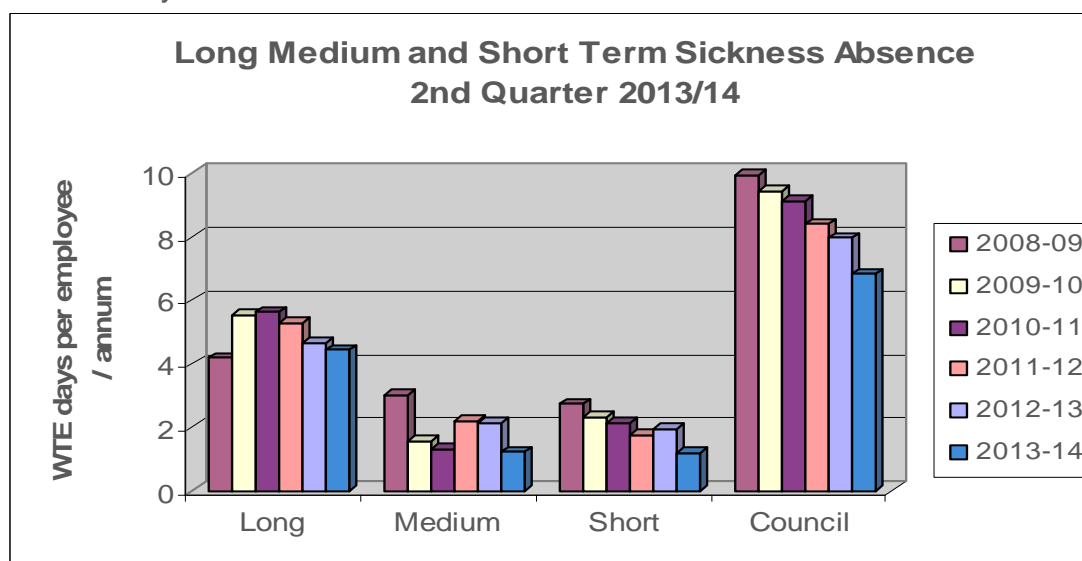
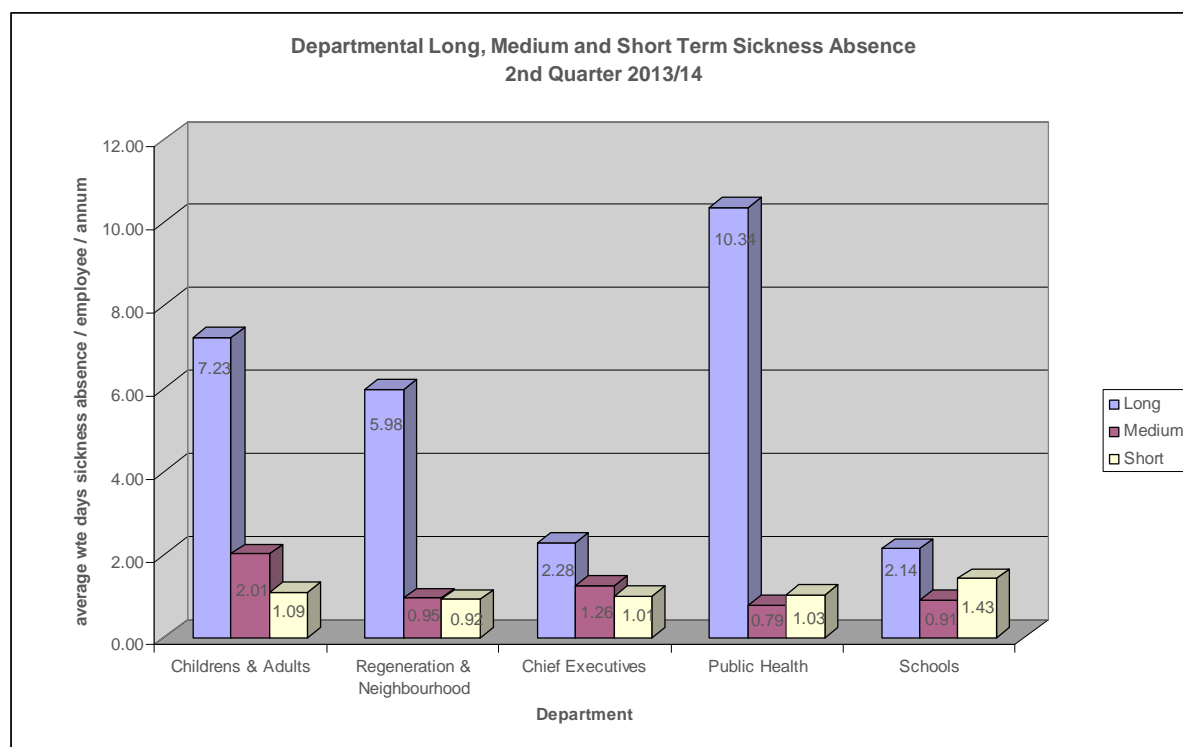


Figure 5 above shows a breakdown of long, medium and short term sickness absence in the Council for the past 5 years and up to 30th September for the 2013/14 year. The final column shows the impact this had on the overall Council sickness absence figure.

In 2013 there is a decline in long, medium and short term sickness. Overall for the Council there is a downward trend reflecting the improvement in the current year's figures to date. The Council ensures it targets resources to the management of long terms sickness absence cases which accounts for the majority of sickness. This shows a year on year improvement in the management of sickness absence for the Council to date.

Figure 6: Departmental Long, Medium and Short Term Sickness 2013/14 (April to September 2013 figures)



As we can see from the information in Figure 6 above, long term sickness absence continues to account for the majority of the Council's sickness absence. The Council is focusing resources to support managers on the long term cases through individual case management and early intervention to support employees to return to work as quickly as possible. The high figure for Public Health has been caused by the combination of a smaller number of employees in the Department together with a number of long term sickness cases which are being managed. This figure is expected to reduce over the next 6 months.

5. RECOMMENDATIONS

That employee sickness absence rates for the second quarter of 2013/14 are noted.

6. REASONS FOR RECOMMENDATIONS

To advise the Committee.

7. BACKGROUND PAPERS

None

8. CONTACT OFFICERS

Andrew Atkin
Assistant Chief Executive
Tel: 01429 523002
Email: andrew.atkin@hartlepool.gov.uk

Rachel Clark
HR Business Partner
Tel: 01429 284346
Email: rachel.clark@hartlepool.gov.uk

FINANCE AND POLICY COMMITTEE

29th November 2013



Report of: Assistant Chief Executive

Subject: QUARTER 2 – COUNCIL OVERVIEW OF PERFORMANCE AND RISK 2013/14

1. TYPE OF DECISION/APPLICABLE CATEGORY

This report is for information.

2. PURPOSE OF REPORT

- 2.1 To inform Finance and Policy Committee of the progress made against the 2013/14 Council Plan, for the period ending 30 September 2013.

3. BACKGROUND

- 3.1 The Council Plan was agreed by Council on 11 April 2013.
- 3.2 The Council Plan contains an action plan setting out how the Council proposes to deliver the Council's priority outcomes. Key Performance Indicators are also included which can then be used to monitor progress throughout the year and at year end. It also contains a section listing the Risks that could prevent the Council from delivering the priority outcomes.
- 3.3 The Council's Performance Management System (Covalent) is used to collect and analyse progress against the actions, performance indicators and risks detailed in the Council. The information in the system was used to prepare this report.
- 3.4 The structure of the report is:

Paragraphs	Content
4.1 – 4.7	Council Overview of Performance and Risk
5.1 – 5.7	Child and Adult Services Departmental Update
6.1 – 6.7	Public Health Departmental Update
7.1 – 7.8	Regeneration and Neighbourhoods Departmental Update
8.1 – 8.7	Chief Executives Departmental Update
9.1	Recommendations

4. COUNCIL OVERVIEW OF PERFORMANCE AND RISK

- 4.1 In total the Council Plan includes 247 actions and 233 performance indicators to deliver and measure improvements across key priority areas (outcomes) identified in the Community Strategy and Council Plan.
- 4.2 Of the 233 indicators, 107 had targets set and the remaining 126 were for monitoring purposes only. 74 of the 107 targeted indicators are collected quarterly, and the remaining 33 are collected annually. Only the 74 targeted indicators that are monitored quarterly are included in the analysis for this report.
- 4.3 Officers have assessed the indicators and actions included in the plans, making judgements based on progress to the 30 September 2013. Progress is categorised as: -
- **PI target achieved or Action completed**
 - **PI on track to achieve target or Action on track to be completed**
 - **PI/Action having made acceptable progress**
 - **PI/Action requiring intervention**
 - **PI Target not achieved or Action not completed.**
- 4.4 The Council Plan addresses the key priorities and issues facing the Council, and includes an action plan that draws the key actions and performance indicators from across the three Departments.
- 4.5 Charts 1 and 2 below summarise officers' assessments of the Council Plan actions and indicators (that have targets **and** are measurable throughout the year). As at 30 September 2013, the position was a positive one, with: -
- 247 actions (85%) have already been completed or assessed as being on target to be achieved by their scheduled completion date;
 - 47 performance indicators (64%) have been assessed as being on track to achieve their year end target;
 - 35 actions (14%) and 11 performance indicators (17%) have been assessed as having made acceptable progress;

Chart 1: Council Plan Action Progress for period to 30 September 2013.

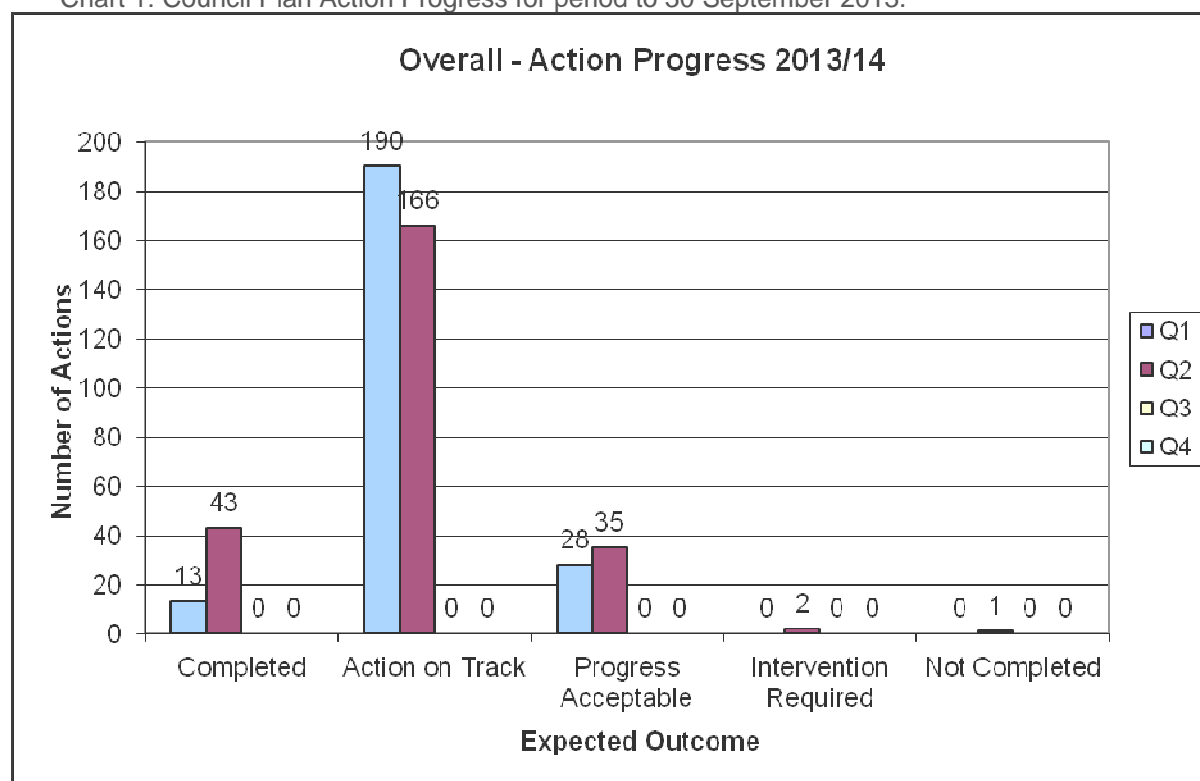
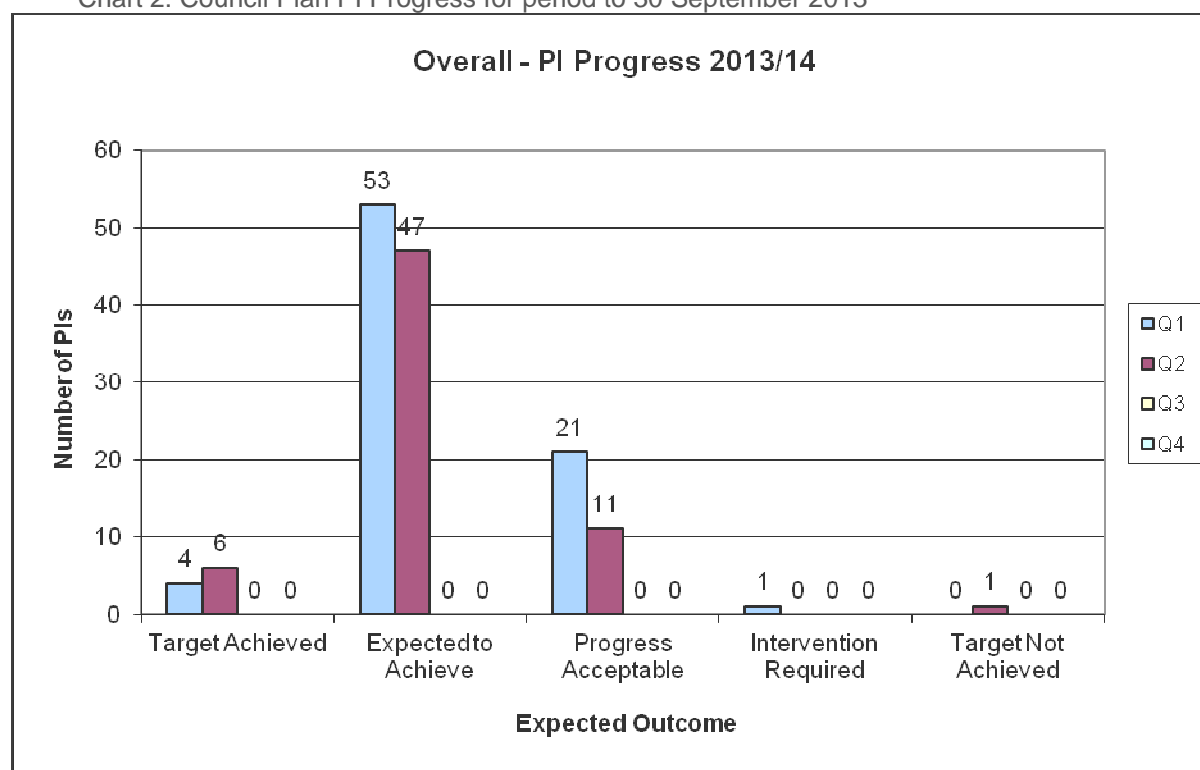


Chart 2: Council Plan PI Progress for period to 30 September 2013

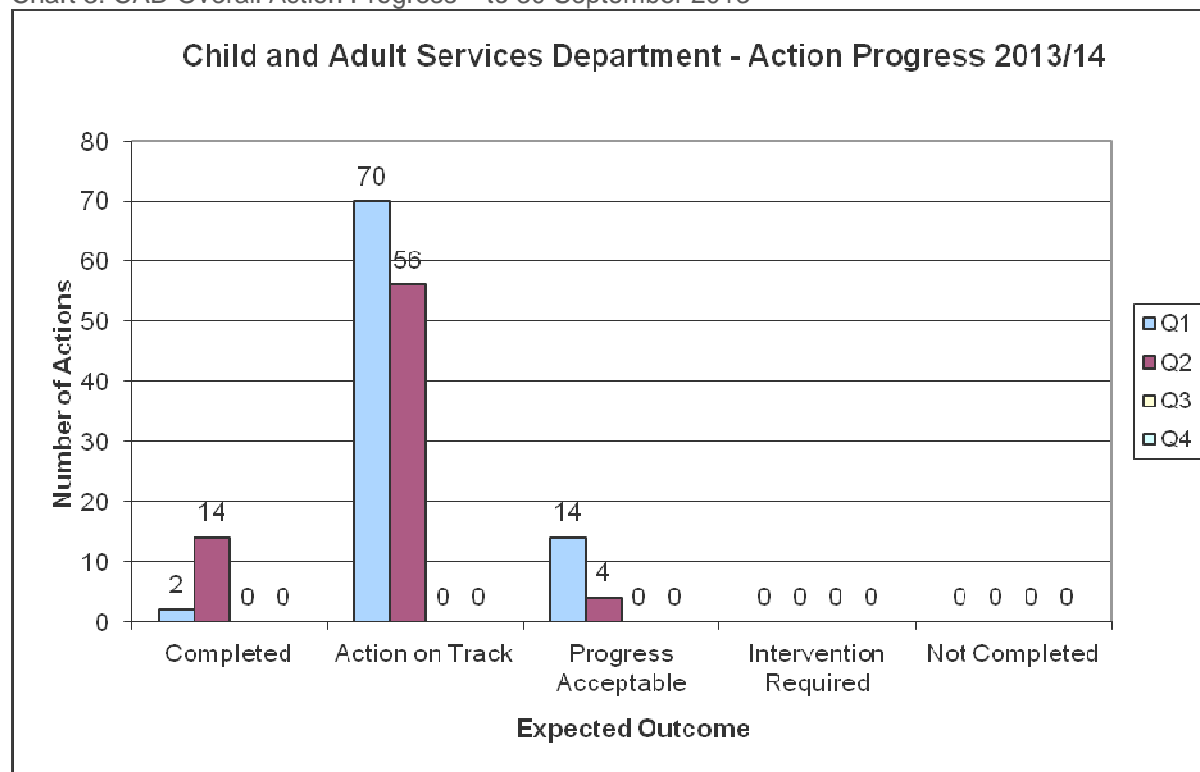


- 4.6 128 strategic risks have been identified across the Council. These are being managed in accordance with the Council's Risk Management Framework as agreed by Performance Portfolio Holder on 23 March 2011. This splits risks into two categories:
- Actively Managed Risks: those where additional control measures are being pursued or need highlighting and monitoring through senior managers and elected members; and
 - Accepted Risks: those risks that have been identified by departments as under control.
- 4.7 Accepted risks continue to be monitored by individual departments to ensure the risk is kept at an acceptable level. Sections 5.6, 6.6, 7.8 and 8.6 of this report provide an update on the Actively Managed Risks.

5. CHILD AND ADULT SERVICES DEPARTMENTAL UPDATE

- 5.1 The Child and Adult Department contributes to 11 outcomes, spread across 6 themes:
- Jobs and the Economy
 - Lifelong Learning and Skills
 - Health and Wellbeing
 - Community Safety
 - Culture and Leisure
 - Strengthening Communities
- 5.2 The Child and Adults Department has identified are 74 actions and 122 performance indicators (58 Targeted and 64 Monitored) spread across 11 outcomes within the Council Plan that it is responsible for. In addition the department has also identified 46 strategic risks that are included in the Council's Risk Registers. It should also be noted that the Public Health Department are currently in a transition period and this must be taken into account when looking at the number of actions, PIs and risks
- 5.3 As can be seen in chart 3 overall progress is good with:
- 70 actions (95%) having been completed or assessed as being on target to be achieved by their scheduled completion date;
 - 4 of the remaining actions have been flagged as having made acceptable progress;

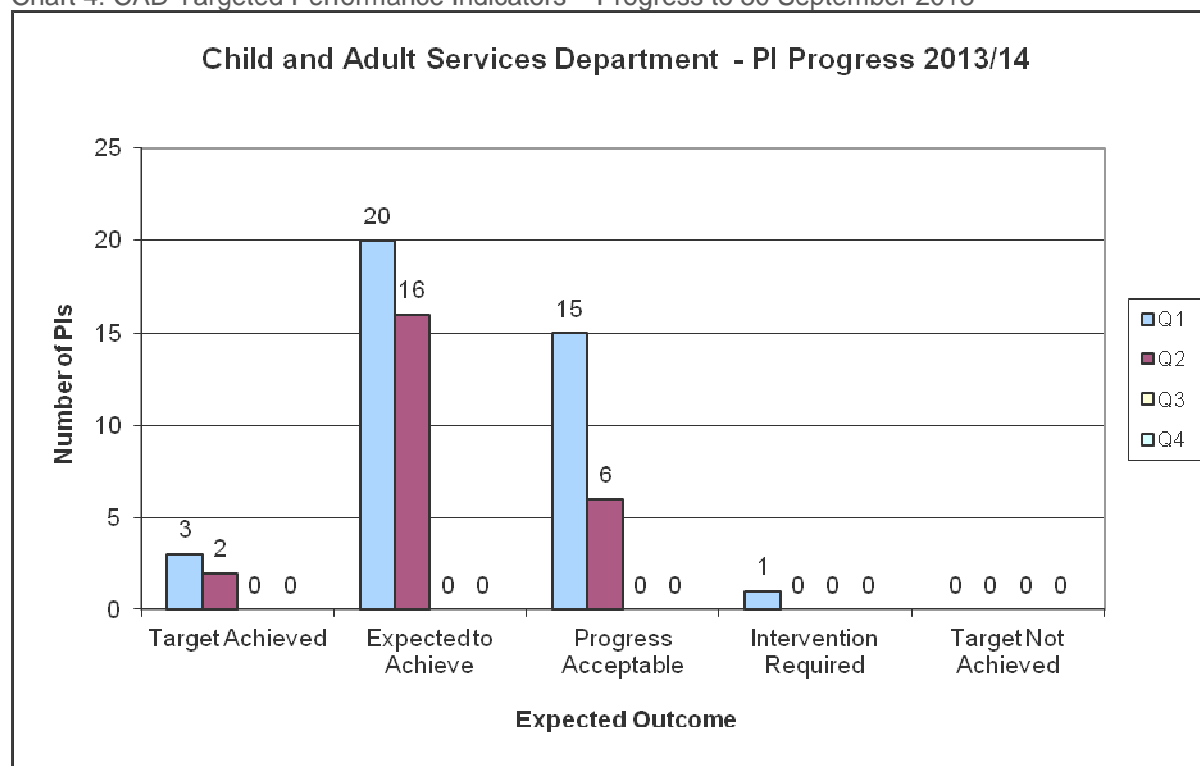
Chart 3: CAD Overall Action Progress – to 30 September 2013



5.4 Chart 4 summarises officers' assessments of the 30 Performance Indicators that have targets **and** are measurable throughout the year. As at 30 September 2013, the position was a positive one, with:

- 16 indicators (53%) being assessed as being on track to achieve their year end target;
- A further 6 indicators (20%) having been assessed as having made acceptable progress;
- The 6 indicator progress cannot be indicated because no target is available against the PI

Chart 4: CAD Targeted Performance Indicators – Progress to 30 September 2013

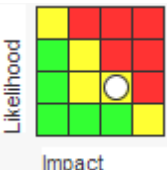
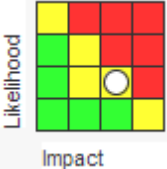
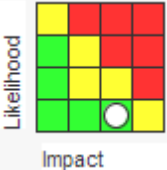
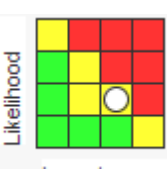
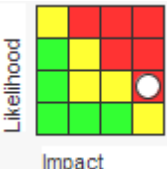
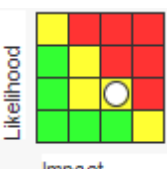
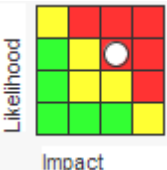


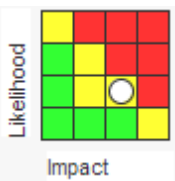
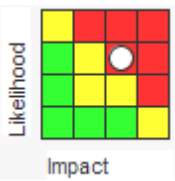
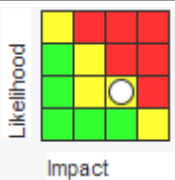
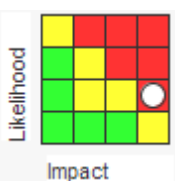
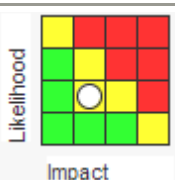
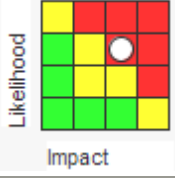
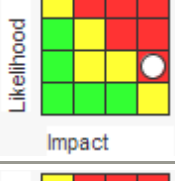
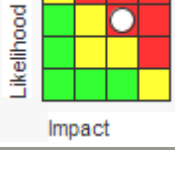
5.5 A further 28 indicators have targets which can only be assessed at the year end and a further 64 are for monitoring purposes only.

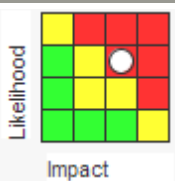
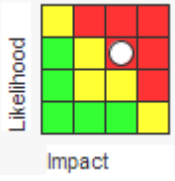
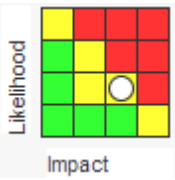
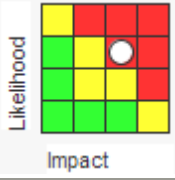
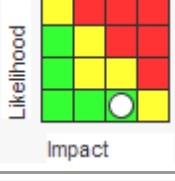
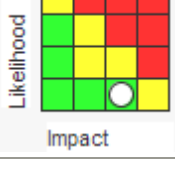
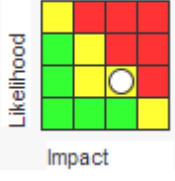
5.6 There are 11 risks on the Accepted Risk Register within the Child and Adult Services Department and a further 39 on the Actively Managed Risk Register. The table below provides a summary of the position of the risks on the Actively Managed Risk Register along with details as to what action is being taken with regard to these risks.

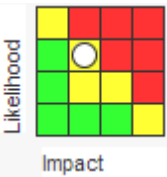
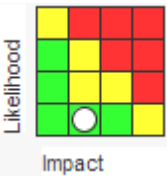
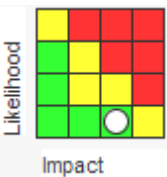
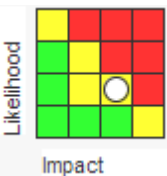
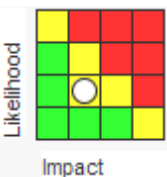
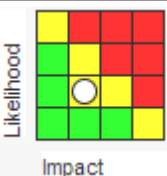
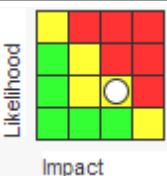
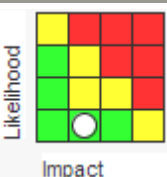
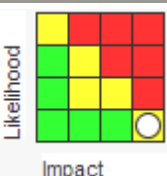
Table 1: CAD Actively Managed Risks 2013/14

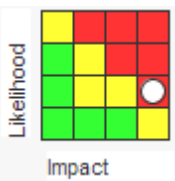
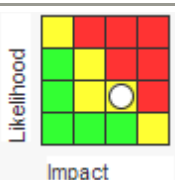
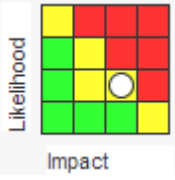
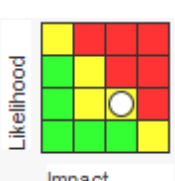
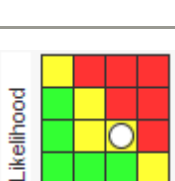
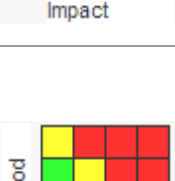
Code	Title	Current Risk Matrix	Latest Note
CAD R001	Service issue as a result of insufficient budget allocation or changes in national funding/grants (Actively Managed)		Central Education Budget continues to be reduced, however allocated Council reserves and income generation have mitigated some of the impact of these cuts and the LA continues to provide a good services to it's schools.
CAD R004	An increase in the number of schools falling below Performance Achievement Standard (Actively Managed)		Summer 2013 results indicate that just one primary school and no secondary schools fell below the national floor standard.

Code	Title	Current Risk Matrix	Latest Note
CAD R005	Failure to meet the statutory duties and requirements vested within the Child and Adult Services department (Actively Managed)		LAC students continue to achieve results are in line with National expectations the challenge for the LA is to further improvement achievement for these students.
CAD R008	Damage / Disruption due to violence to staff, health & safety incidents or poor working conditions (Actively Managed)		Health and Safety risks carefully monitored through regular meetings held internally and involving trade union representation.
CAD R011	Failure to work in effective partnerships with NHS, including risk of cost shunting. (Actively Managed)		Risk has reduced as national guidance has been issued regarding closer integration of health and social care and the use of pooled budgets to provide more joined up services, with additional funding available from 2015/16 to support this agenda. Early discussions with the CCG are taking place to consider how this is taken forward locally.
CAD R017	Failure to recruit & retain suitable staff in childrens services (Actively Managed)		No change to risk score. Staff retention remains good and changes of posts that took place earlier in the year have now been consolidated. 4 newly qualified workers have joined the service and are undertaking their ASYE programme. Two over establishment posts remain in place, in addition two agency workers are being retained due to capacity pressures.
CAD R019	Failure to plan for future need and ensure sufficient placement provision to meet demand (Actively Managed)		No change to risk score. Recruitment of foster carers to HBC remains good with high ratio of children within in house placements. Hartlepool is leading tenderer of independent fostering provision on behalf of Tees Valley which will provide additional placement capacity. Children's Home will open in the next month providing residential provision within Hartlepool for those children needing this placement type. Increased demand for care provision for children with complex needs, provision at Exmoor Grove has been reviewed with the option of reconfiguring how the resource is managed between long stay and short break care. This is kept under regular review in light of demand.
CAD R020	Insufficient capacity in the independent sector to meet placement demand (Actively Managed)		Risk score remains the same. Pressure exists within the independent fostering sector for children whom Hartlepool are looking to place. Market position statement completed to inform current activity in relation tendering for fostering agencies to be on local framework. Supply in residential sector is sufficient to meet demand at present time.
CAD R021	Increased demand on services due to socio-economic pressures (Actively Managed)		Demand for services has increased by around 15% this year and this is creating capacity pressures with caseloads becoming high. Report to be prepared for CMT on capacity pressures within service. FCSH has seen an increase in demand for advice and guidance support and services following welfare changes. Additional capacity has been created within team to manage demand and wider Advice and Guidance review underway. Locality teams still finding high levels of need and supporting families through early intervention and Think Family Think Communities services.

Code	Title	Current Risk Matrix	Latest Note
CAD R022	Failure to provide statutory services to safeguard children and protect their well-being (Actively Managed)		No changes to risk score. Council continues to meet statutory requirements in relation to safeguarding children. Service restructure is planned for January to realign teams to meet changes to assessment requirements arising from revision of Working Together to Safeguard Children. Services are effectively managed with audit and performance arrangements in place to ensure compliance with requirements.
CAD R023	Impact of change to funding arrangements across Children's Services (Actively Managed)		Early intervention grant cuts considered by Committee on 1 October 2013 and referred to Finance and Policy Committee. Savings proposals for revenue support grant will be presented to Committee on 5 November 2013. These proposals will impact upon service delivery and ability to respond to rising demand and need which will need to be carefully managed and impact monitored.
CAD R024	Failure to meet statutory duties and functions in relation to the Youth Offending Service (Actively Managed)		Performance management arrangements continue to monitor the services performance in relation to statutory duties and these are then monitored quarterly via the YOS strategic board.
CAD R029	Failure to effectively manage risks exhibited by young people and families (Actively Managed)		No change to risk score. Risk management arrangements are in place for young people. This is being further developed implementing the Northumberland Risk Management Framework locally to strengthen arrangements for managing risk taking behaviours in young people. Recent Critical Learning Review completed in relation to young people active to Youth Offending Service.
CAD R031	Failure to recruit and retain staff in educational support services (Actively Managed)		In the light of heavy budget cuts there is now an increased likely hood of having to reduce the number of educational support staff. In addition recruitment of suitably trained staff to LA positions with their lack of security is starting to impact.
CAD R032	Increase in the number of schools falling below national average for pupil attendance (Actively Managed)		Funding has being secured for the 2014/15 period to maintain the full attendance team, with a stated aim of further increasing attendance rates in Hartlepool's schools.
CAD R033	Failure to plan for future need and ensure sufficient placement provision to meet demand within adult social care. (Actively Managed)		This continues to be a significant risk, particularly in relation to nursing care placements for people with dementia. The situation is being closely monitored and concerns have been highlighted with the CCG.
CAD R034	Insufficient capacity in the independent sector to meet placement demand within adult social care. (Actively Managed)		This continues to be a significant risk due to limited nursing home capacity within Hartlepool. The situation is being closely monitored and concerns have been highlighted with the CCG.

Code	Title	Current Risk Matrix	Latest Note
CAD R035	Increased demand on adult social care services due to demographic pressures. (Actively Managed)		No change to risk score. Demographic pressures continue to impact on adult social care services in terms of capacity and spend and this is likely to continue.
CAD R037	Failure to achieve targets in relation to assessments within 28 days and annual reviews, due to increased pressures on services. (Actively Managed)		Second quarter performance in 2013-14 for assessments in time is good but below the annual target. increasing pressures means there are significant issues over our capacity to deal with inappropriate delays. Pressures on the health service are increasing the demands on social care and do not have control over these external factors. Work is ongoing to look at the nature of these risks, specifically by area such as OT.
CAD R038	Failure to provide statutory services to safeguard vulnerable adult. (Actively Managed)		No change to risk status - partner agencies continue to work together through the Hartlepool Safeguarding Adults Board and the Teeswide Safeguarding Adults Board to ensure that services are in place to safeguard vulnerable adults. although increasing demand and decreasing resources give cause for concern. Statutory services to safeguard vulnerable adults will not be affected by funding cuts in 2013/14 although increasing demand and decreasing resources give cause for concern.
CAD R039	Impact of change to funding arrangements across adult social care services. (Actively Managed)		The implications of the Care Bill are not yet fully known but the requirement to provide support to all carers is likely to have a significant impact, as is the implementation of the cap on care costs.
CAD R040	Failure to deliver the Reablement Strategy. (Actively Managed)		Risk has reduced due to confirmation that NHS funding for social care is now guaranteed until March 2016, with additional funding to be made available in 2015/16 to support further integration of health and social care services, with a focus on prevention, early intervention and preventing hospital admissions.
CAD R041	Failure to recruit & retain suitable staff in adult social care. (Actively Managed)		Risk has reduced as there have been no issues recruiting and retaining suitable staff in recent years.
CAD R043	Delayed transfers of care from hospital due to reduced capacity and changing working arrangements for hospital discharge. (Actively Managed)		The potential for delayed transfers of care from hospital continues to be an increased risk to the Council because of the phased reduction in the number of acute beds, while demand increases and is likely to increase further. The volume of requests for assessments of need will continue to be a pressure as will financial pressures linked to supporting vulnerable people to be discharged safely. We continue to need to work more closely with Community Nurses at both a strategic and operational level.

Code	Title	Current Risk Matrix	Latest Note
CAD R044	Failure to retain suitably skilled staff in the Museum Service (Actively Managed)		There is no change in the risk status since last assessment in July 2013.
CAD R045	Failure to deliver statutory elements of the Library Service (Actively Managed)		Currently reviewing library service for 2014-15 as part of budget efficiencies. Aware of the need to avoid any impact to delivery of statutory service.
CAD R046	Failure to provide statutory service of archaeological planning advice and Historic Environment Record (Actively Managed)		No change to this risk status, however, there is a reliance on income to maintain this service.
CAD R047	Failure to fulfill the targets for recruitment set by the SFA leading to loss of income (Actively Managed)		SFA funding currently on stream, some possibility to all SFA funded organisations that non delivery will incur in year claw back.
CAD R048	Failure to reach the minimum levels of performance for the SFA or Ofsted (Actively Managed)		No change to the current risk status in this matter.
CAD R049	Failure of MIS and IT systems preventing return of electronic data for funding purposes (Actively Managed)		Current returns are being met, new SFA ESF grant regime project will provide an additional challenge particularly as the number of partners inputting data requirements will increase. All must perform.
CAD R050	Failure to recruit or retrain sufficient staff in key areas of a changing programme offer (Actively Managed)		Currently being managed satisfactorily and risks well known.
CAD R051	Failure of partnerships resulting in insufficient venues to deliver training (Actively Managed)		There are no current concerns in this volatile risk area.
CAD R052	Failure to meet the licensing requirements of the Adventurous Activity Licensing Authority (Actively Managed)		AALA Licence in place and operating in 2 critical areas - Carlton OEC and Summerhill.

Code	Title	Current Risk Matrix	Latest Note
CAD R053	Failure to adhere to the recommended standards regarding pool safety management (Actively Managed)		This remains a high risk area - mitigated to some degree by the proactive approach now being successfully undertaken by Health & Wellbeing section who have the SLA arrangements in place with schools with pools. Pro-active inspection and guidance now in place, however it is up to the schools themselves to monitor and follow minimum standards. Primary schools to be contacted regarding their responsibilities.
CAD R054	Failure to ensure awareness and training of staff regarding safeguarding (Actively Managed)		Staff to continue to regularly attending different elements of safeguarding guidance to minimise incidents occurring.
CAD R055	Failure to establish new partnerships and meet funding conditions of external partners in relation to grant funding, MOU's or SLA's (Actively Managed)		Success achieved at Brierton in relation to the new 3G pitch etc, ESF grant awards to Adult Education is indicative of the regard that Adult Education is held in with its tees valley with peers.
CAD R056	Lack of adequate investment in public buildings affecting ability to income generate (Actively Managed)		Mill House boom due to be completed by December 2013 - this significantly improves the revenue position of the Mill house leisure centre. Hartlepool Indoor Bowls Club secured Sports Council grant to aid investment. The current maintenance investment into the appearance of the HME (Hartlepool Maritime Experience) is very welcome and will maintain its attractiveness as a major visitor attraction.
CAD R057	Impact of recruitment freeze, gaps in staffing caused by length of time taken in process and use of redeployed staff lacking appropriate skills and experience (Actively Managed)		The current efficiencies target will create some issues in the maintenance of skills and experience.
CAD R058	Failure to adhere to recommendations of the Playing Pitch Strategy (Actively Managed)		The existence of the new PPS (Playing Pitch Strategy) was essential in gaining the Football Foundation and Sport England grants for the redevelopment of Brierton Sports Centre. The emerging development of 3 town schools will affect their playing fields as part of the site reconfiguration. The PPS and consideration of Sport England views is essential to making timely progress in these new initiatives. The Indoor Sports Facility Strategy due for adoption by committee in November 2013. This will help support the PPS activity.

5.7 For the period up to 30 September 2013 the Child and Adult Services Department have identified a number of achievements including: -

- Performance data indicates that over 99% of people eligible to access a personal budget are now doing so. People with long term conditions are also being supported to access Personal Health Budgets where

appropriate. The Partnership Agreement with TEWV NHS Foundation Trust for the delivery of integrated mental health services in Hartlepool ensures close working with health, co-located teams and the ownership of the personalisation agenda across both health and social care.

- Performance for the first 6 months of the year suggests that the annual target of 90 admissions of supported residents aged 65 or over to residential/nursing care per 10,000 population of over 65's will be achieved, but this will need to be tightly monitored and managed over the winter months when this can increase disproportionately.
- Service accreditations are all in place for MHLC, Brierton, Carlton and Sports Development. Hartlepool Sailing Club assisted to gain Bronze Sailability Status by Sports & Dev. AALA licences at Carlton in place until Sept 2014. Headland Sports centre achieved Quest June 2013.
- Formal approval of new collections development and conservation policies was achieved on 29th August 2013. Final stages of Civic Collections review are now completing, with final report going to committee for formal decisions in December. Discussions taking place on identifying budgets to support the planned donation of objects campaign throughout 2014.
- All young people entering Year 12 have been encouraged and supported to continue their participation in learning. All young people with a statement of SEN have participated in an assessment of their post 16 learning needs to secure and support their ongoing participation in learning.
- Junior Funability has been extremely successful and as a result has received funding for the delivery of the programme until the end of the year. The young people engaging in the provision have additional needs and the activity provided is offering respite for parents as well as providing essential functional, social and other skills for the children and young people.
- A holiday programme was delivered for 6 weeks throughout the summer period. There were a range of activities delivered including Gymnastics, Multi Sports, Jays Animal Encounter and Planetarium to mention a few. In total 792 participants were engaged in the holiday programme and there has been the best response for the programmes in more than 3 years, this is an excellent result and more activity will be scheduled for February ½ term specifically aiming to engage looked after children.
- Work continues in implementing the British Heart Foundation (BHF) Younger and Wiser Programme. All schools, bar one, are engaged in the project and a wide variety of opportunities have been provided for the age group 7-14 in topics relating to understanding how the heart works, health eating, increasing physical activity and learning the dangers of smoking. The project is steered by a multi-disciplinary network of partners who all bring a wide range of activities to enhance and expand the project.
- Recruitment of foster carers to HBC remains good with high ratio of children within in house placements. Hartlepool is leading tender of independent fostering provision on behalf of Tees Valley which will provide additional placement capacity. Children's home will open in the

next month providing residential provision within Hartlepool for those children needing this placement type.

- Demand for services has increased by around 15% this year and this is creating capacity pressures with caseloads becoming high. Report to be prepared for CMT on capacity pressures within service. First Contact Support Hub has seen an increase in demand for advice and guidance support and services following welfare changes. Additional capacity has been created within team to manage demand and wider Advice and Guidance review underway. Locality teams still finding high levels of need and supporting families through early intervention and Think Family Think Communities services.
- Early Intervention grant cuts considered by Committee on 1st October 2013 and referred to Finance and Policy Committee. Savings proposals for revenue support grant will be presented to Committee on 5th November 2013. These proposals will impact upon service delivery and ability to respond to rising demand and need which will need to be carefully managed and impact monitored.

6. PUBLIC HEALTH DEPARTMENTAL UPDATE

6.1 The Public Health Department contributes to 3 outcomes, spread across 2 themes:

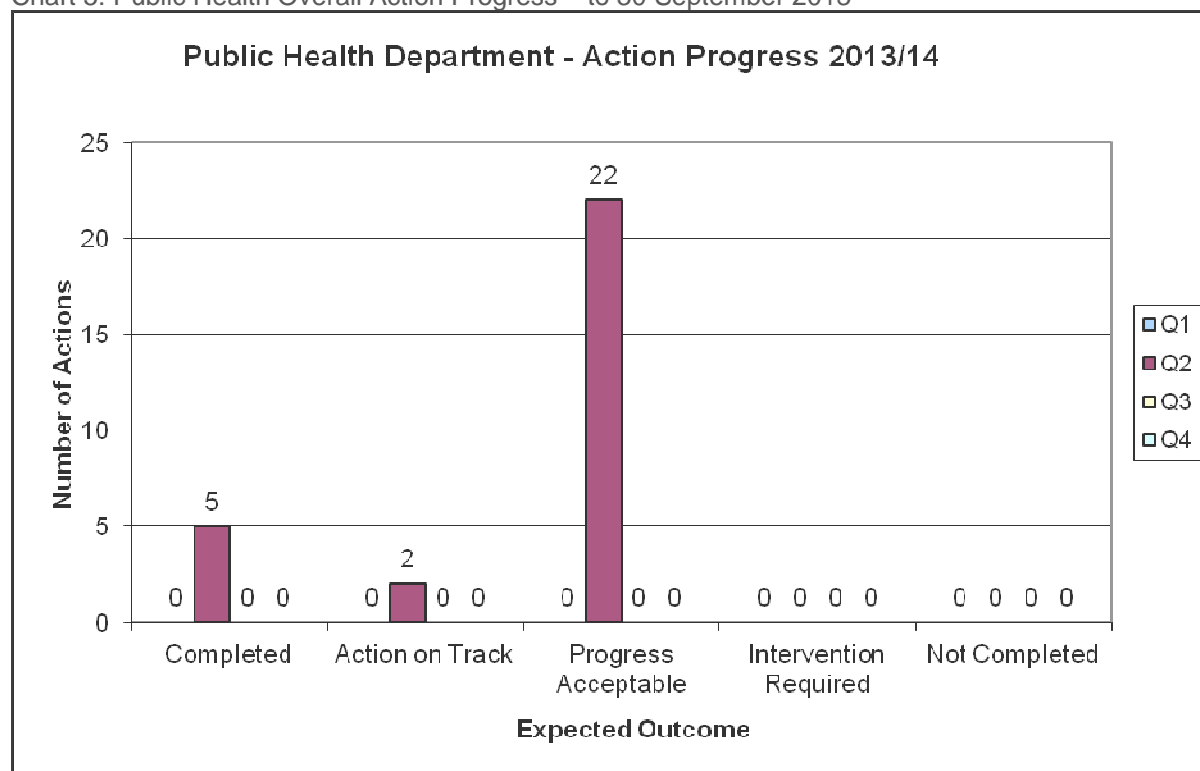
- Health and Wellbeing
- Community Safety

6.2 The Public Health Department has identified are 29 actions and 25 performance indicators (11 Targeted and 14 Monitored) spread across 3 outcomes within the Council Plan that it is responsible for. In addition the department has also identified 6 strategic risks that are included in the Council's Risk Registers.

6.3 As can be seen in chart 3 overall progress is good with:

- 7 actions (25%) having been completed or assessed as being on target to be achieved by their scheduled completion date;
- 22 of the remaining actions have been flagged as having made acceptable progress;

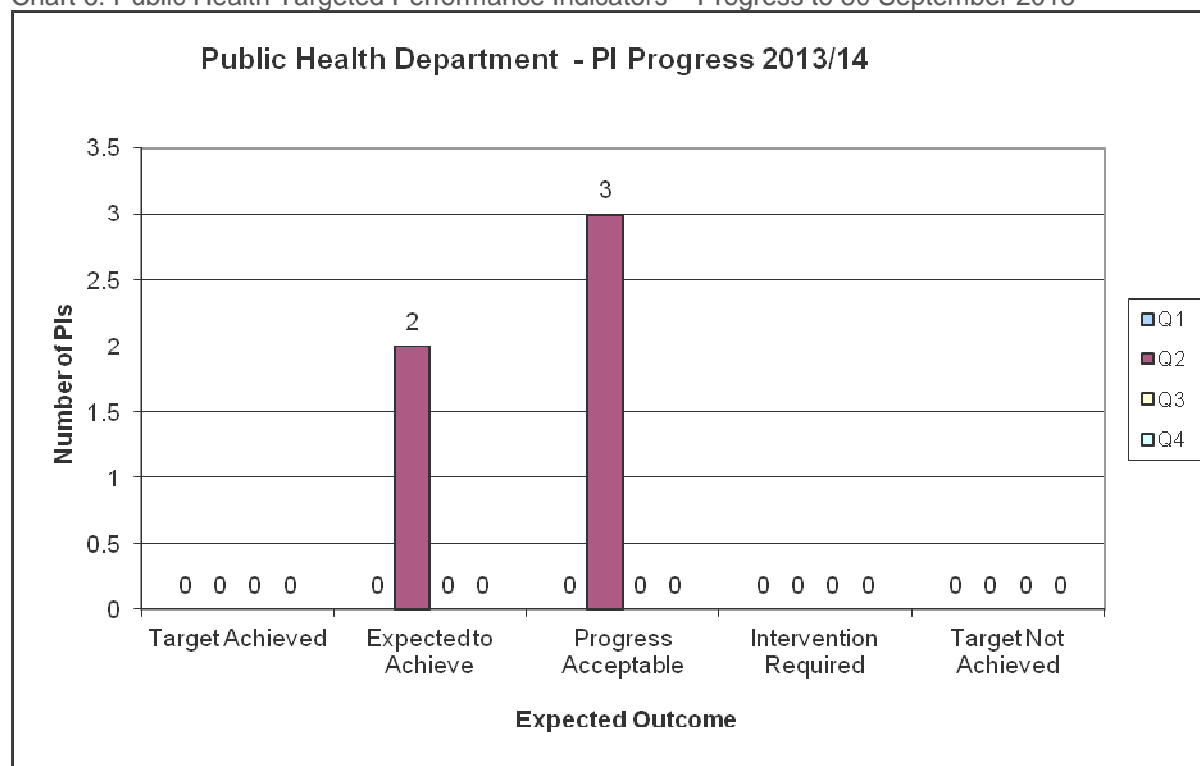
Chart 5: Public Health Overall Action Progress – to 30 September 2013



6.4 Chart 4 summarises officers' assessments of the 5 Performance Indicators that have targets **and** are measurable throughout the year. As at 30 September 2013, the position was a positive one, with:

- 2 indicators (40%) being assessed as being on track to achieve their year end target;
- A further 3 indicators (60%) having been assessed as having made acceptable progress;

Chart 6: Public Health Targeted Performance Indicators – Progress to 30 September 2013



6.5 A further 7 indicators have targets which can only be assessed at the year end and a further 14 are for monitoring purposes only.

6.6 There are 2 risks on the Accepted Risk Register within the Public Health Department and a further 4 on the Actively Managed Risk Register. The table below provides a summary of the position of the risks on the Actively Managed Risk Register along with details as to what action is being taken with regard to these risks.

Table 2: PHD Actively Managed Risks 2013/14

Code	Title	Current Risk Matrix	Latest Note
CAD R006	Alcohol investment does not enable the provision of sufficient services to meet the increased level of need. (Actively Managed)		Reviewed. No change
CAD R007	Adverse publicity and community tension (e.g. in regard to reintegration of drug users,/offenders back into community, drug related deaths, establishing community services/Pharmacist) (Actively Managed)		Reviewed. No change

6.7 For the period up to 30 September 2013 the Public Health Services Department have identified a number of achievements including: -

- Early intervention report presented to Children's Services Committee and decision taken that responsibility for children's substance misuse service will move to Public Health Department. Service reviewed as part of year 1 early intervention strategy evaluation and deemed effective in supporting young people. Future commissioning arrangements will take into consideration efficiencies to be achieved from jointly commissioning
- The Children and Young Peoples obesity pathway has now been developed and is operational across the authority
- The Common Assessment is now a assessment that is shared between different agencies to identify early needs

7 REGENERATION AND NEIGHBOURHOODS DEPARTMENTAL UPDATE

7.1 The Regeneration and Neighbourhoods Department contributes to 19 outcomes, spread across 7 themes.

- Jobs and the Economy
- Health and Wellbeing
- Community Safety
- Environment
- Housing
- Strengthening Communities
- Organisational Development

7.2 The Regeneration and Neighbourhoods Department has identified 72 actions and 53 performance indicators spread across 19 outcomes within the Council Plan that it is responsible for. In addition the department has also identified 36 strategic risks that are included in the Council's Risk Registers.

7.3 As can be seen in Chart 5, overall progress is good with:

- 9 actions (13 %) having already been completed and a further 60 (83%) assessed as being on track to be completed by the agreed date;
- Two actions have been adjudged to for requiring intervention and one action will not be completed for information can be found in Table 3 And Table 4 below;

Chart 7: RND Overall Action Progress – to 30 September 2013.

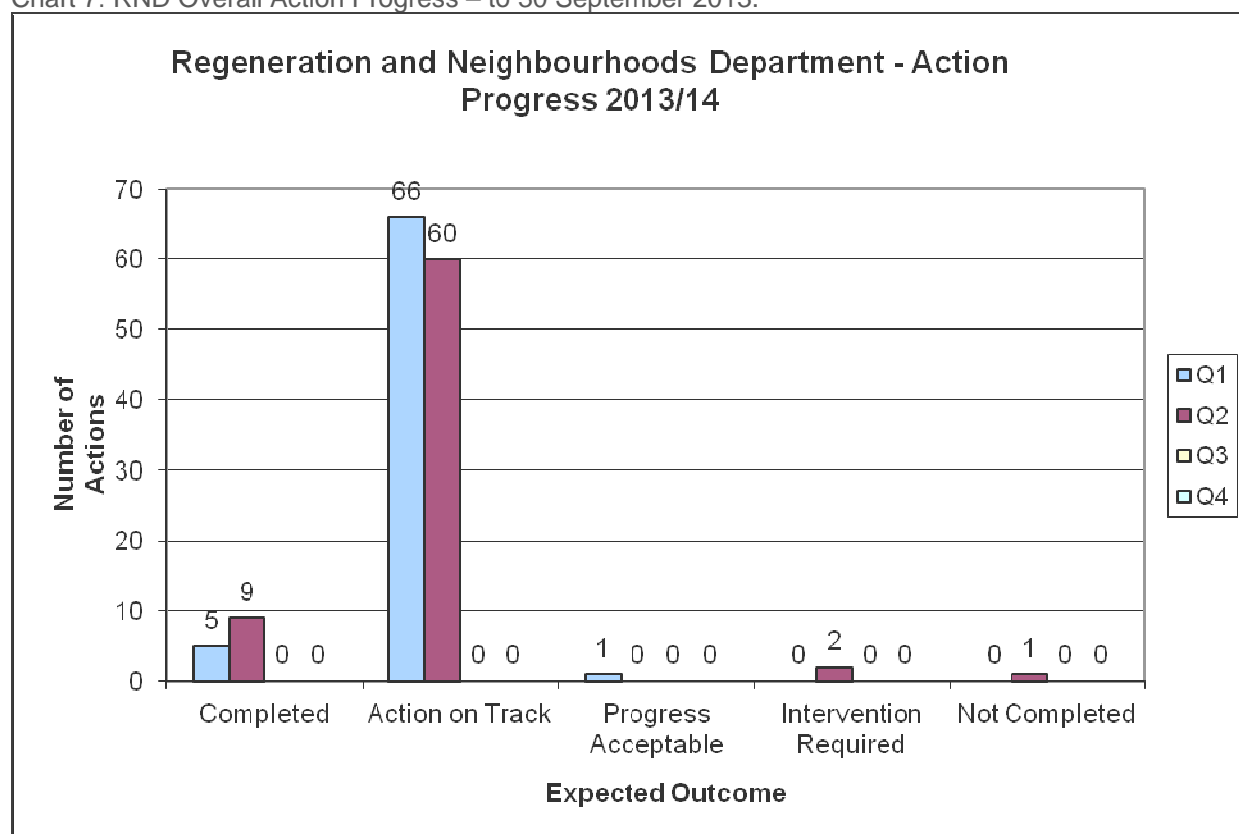


Table 3: RND Actions assessed as 'not completed'

Outcome: 27. Improve the efficiency and effectiveness of the organisation			
Ref	Action	Due Date	Note
RND 13/14 OD04	Develop a Facilities Management strategy	31-Jul-2013	As a result of changes in the management structure, a revised approach is being considered that will require a further review of the strategy. It is proposed not to continue with this action at this time.

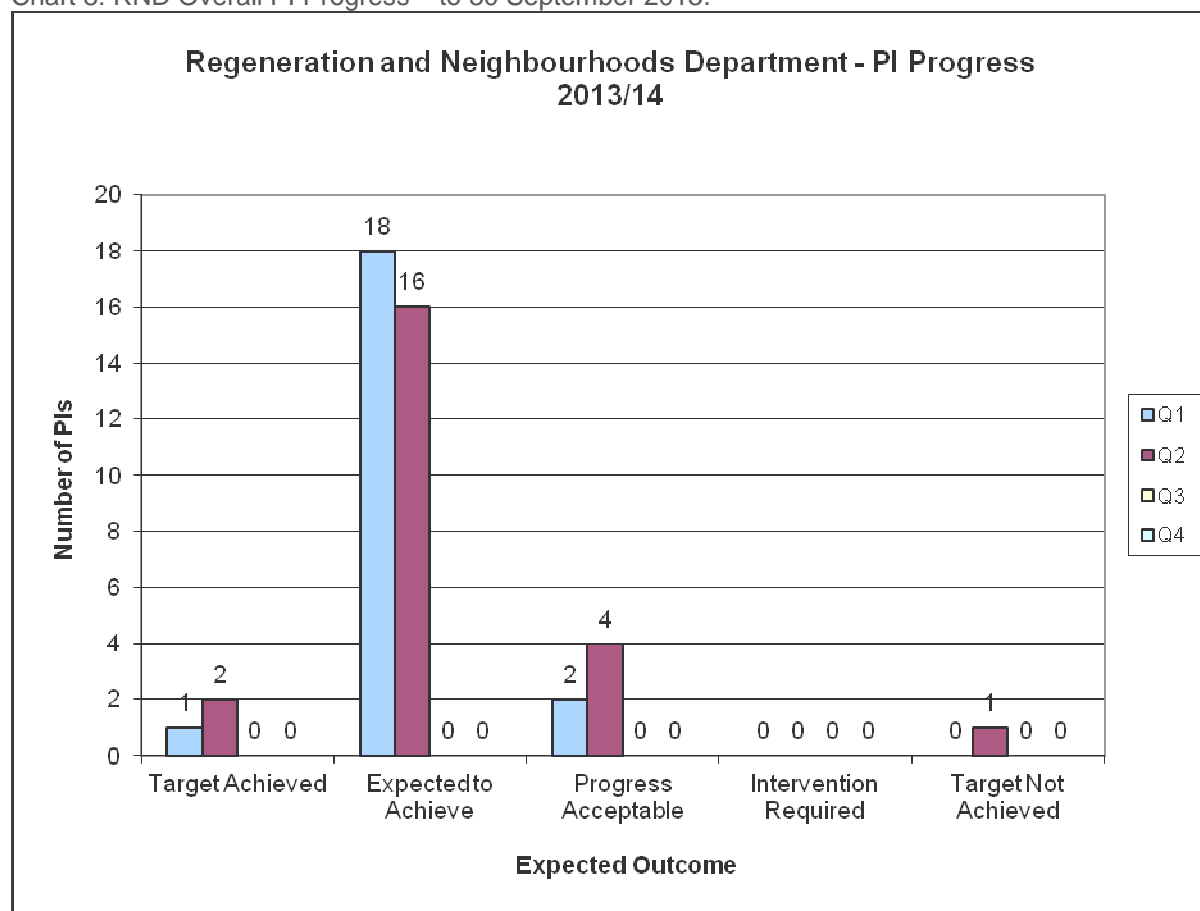
Table 4: RND Actions assessed as 'requiring intervention'

Outcome: 27. Improve the efficiency and effectiveness of the organisation			
Ref	Action	Due Date	Note
RND 13/14 HO07	Continue to achieve improvements in the number of private sector homes constructed to lifetime home standards and relevant government energy efficiency levels.	31-Mar-2014	As part of the Local Plan 2012 which has been considered at examination in public there are policies to encourage lifetime home standards and energy efficiency levels, however this would also be dictated by viability of the development. As part of the Local Development Framework HBC are also proposing to produce an Supplementary Planning Document (SPD) on design and sustainable development it is anticipated that this will incorporate guidance for developers regarding improving energy efficiency and lifetime home standards. The SPD is currently being

			<p>drafted. There is a new action proposed from April 13 to continue to monitor this via the Authorities Monitoring Report which is a statutory document. Although a letter stating modifications were required has been received from the Planning Inspector in October 2013, and subject to these modifications it was anticipated that the Local Plan will be found sound and the Council will be able to adopt the Local Plan possibly at the end of 2013 or beginning of 2014, a Notice of Motion has been proposed by the Labour Group to withdraw the Local Plan a decision regarding this will be made on the 17th October 2013.</p>
RND 13/14 EN01	<p>Adopt the Hartlepool Local Plan which sets out the spatial vision, strategic objectives and core policies for the Borough for the next 15 years</p>	31-Aug-2014	<p>The Hartlepool Local Plan was submitted to the Secretary of State in 2012 for examination, the document has been out to consultation extensively. The Local Plan was subject to Examination in Public (EiP) on the 29 January 2013 this examination lasted 2 weeks. The examination was suspended by the Planning Inspector on the grounds that the gypsy and traveller site which was proposed as an allocation (for 6 pitches) was not suitable or deliverable. The suspension period was approximately 6 months and additional hearing sessions were held in early September. The sole purpose of the suspension was to allow the Council to undertake further work in identifying a suitable site or sites for Gypsy and Traveller accommodation to meet identified needs and to carry out necessary consultation and sustainability appraisal. At the end of the period of suspension the Council provided the Planning Inspector with its preferred option for meeting needs for Gypsy and Traveller accommodation both for a five year period and the plan period as a whole, the decision on which site was preferred was taken by the Finance and Policy Committee on 8th August 2013. A letter stating modifications were required was received from the Planning Inspector in October 2013, subject to wording it was anticipated that the Local Plan will be found sound and the Council will be able to adopt the Local Plan possibly at the end of 2013 or beginning of 2014, however a Notice of Motion has been proposed by the Labour Group to withdraw the Local Plan a decision regarding this will be made on the 17th October 2013.</p>

7.4 Chart 6 summarises officers' assessments of the 23 performance indicators that have targets **and** are measurable throughout the year.

Chart 8: RND Overall PI Progress – to 30 September 2013.



7.5 It can be seen that, as at 30 September 2013, the position was a positive one with:

- 16 indicators (70%) having been assessed as being on track to achieve year end target
- 4 indicators have been assessed as having made acceptable progress.

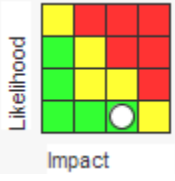
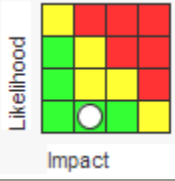
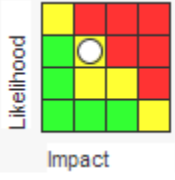
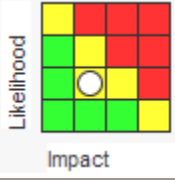
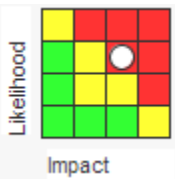
Table 5: RND PI Not achieved Target

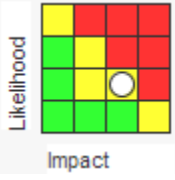
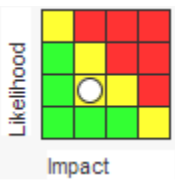
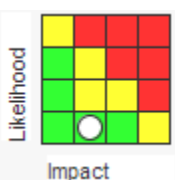
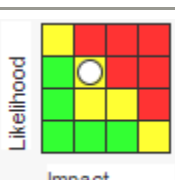
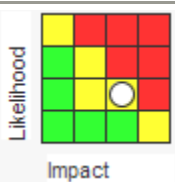
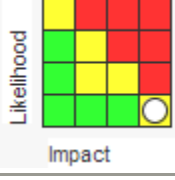
Outcome: 25. Local people have a greater voice and influence over local decision making and the delivery of services				
Ref	Indicator	Current Value	Target	Notes
RND P113	Percentage of residents feeling that they can influence decisions that affect their local area	12%	25%	Results of the Household Survey showed that 12% of people in Hartlepool feel they can influence decisions that affect their local area. This is lower than the 25% target set.

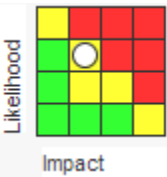
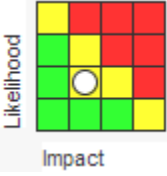
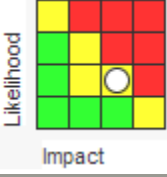
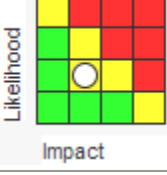
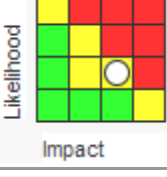
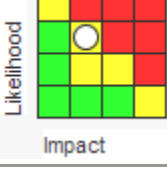
7.6 A further 33 indicators are for monitoring purposes only.

7.7 There are 19 risks on the Accepted Risk Register within the Regeneration and Neighbourhoods Department and a further 17 on the Actively Managed Risk Register. The table below provides a summary of the position of the risks on the Actively Managed Risk Registers along with details as to what action is being taken with regards to these risks.

Table 6: RND Actively Managed Risks 2013/14

Code	Title	Current Risk Matrix	Latest Note
RND R052	Council liability for RTA related accidents resulting from employees driving whilst on council business (Actively Managed)		Driver SaFED training programme currently ongoing, Bi annual Driver licence checks carried out on all staff who drive on behalf of the authority. Intensive vehicle maintenance and defect reporting systems in place. Minibus driver assessment and MiDAS training programme in operation. Licence checks, advice and training where necessary on externally hired vehicles. Advice, guidance and assistance given to Managers with regards to vehicle procurement, selection and suitability. Effective vehicle accident monitoring programme in place. Ongoing review and update of risk assessment and safe systems of work.
RND R053	Failure to effectively implement selective licensing (Actively Managed)		Regeneration Committee approved a report laying out proposals for further development of the Sel Lic scheme in the Town, the first stage is the setting up of a work party.
RND R054	Failure to maintain highway infrastructure to acceptable standard resulting in additional cost implications through insurance claims (Actively Managed)		Continuing deterioration in condition of highway network giving rise to concerns in ability to maintain a safe standard. Without substantial investment this risk is likely to continue to increase with potential loss of insurance cases due to inability to defend
RND R057	Reduction in funding for Housing Investment (Actively Managed)		Funding is currently available for a 4 year period 2011/15, from the HCA other housing funding is annual and bids are submitted when opportunities arise.
RND R059	Failure to provide a 'sound' Planning Policy Framework leading to a lack of clear planning guidance (Actively Managed)		The Hartlepool Local Plan was submitted to the Secretary of State in 2012 for examination, the document has been out to consultation extensively. The Local Plan was subject to Examination in Public (EiP) on the 29 January 2013 this examination lasted 2 weeks. The examination was suspended by the Planning Inspector on the grounds that the gypsy and traveller site which was proposed as an allocation (for 6 pitches) was not suitable or deliverable. The suspension period was approximately 6 months and additional hearing sessions were held in early September. The sole purpose of the suspension was to allow the Council to undertake further work in identifying a suitable site or sites for Gypsy and Traveller accommodation to meet identified needs and to carry out necessary

Code	Title	Current Risk Matrix	Latest Note
			consultation and sustainability appraisal. At the end of the period of suspension the Council provided the Planning Inspector with its preferred option for meeting needs for Gypsy and Traveller accommodation both for a five year period and the plan period as a whole, the decision on which site was preferred was taken by the Finance and Policy Committee on 8th August 2013. A letter stating modifications were required was received from the Planning Inspector in October 2013, subject to wording it was anticipated that the Local Plan will be found sound and the Council will be able to adopt the Local Plan possibly at the end of 2013 or beginning of 2014, however a Notice of Motion has been proposed by the Labour Group to withdraw the Local Plan a decision regarding this will be made on the 17th October 2013.
RND R060	Failure to deliver current regeneration programmes (Actively Managed)		City Deal proposals are firming up and a report was submitted to F&P to agree investment and governance framework. Work is also progressing on the new EU programme from 2014 - 2020. The Development Agreement for Seaton Carew Regeneration Scheme is close to being signed off. The Council has formally agreed to ringfence the capital receipt from the sale of Elizabeth Way. A new Master Planning exercise is underway and a draft brief is being prepared to go out to market.
RND R061	Inability to meet very high levels of local housing needs including affordable housing		Due to legislation changes there has been significant impacts on demand for property across the town and registered providers are working with the Council to assess impacts and develop solutions. This will progress during 2013/14 as data is gathered and actions/remedies are delivered
RND R062	Effective delivery of housing market renewal affected by external decisions and funding (Actively Managed)		The Perth Street/Raby Road Site is now handed over to the Developer Keepmoat, work has commenced on the new build. The CPO was successful and the case taken to Land Tribunal was settled, other claims are being handled by the Council Estates Manager. The Transitional Funding for the final site is fully committed and a report will go to Regeneration Committee towards the end of October 2013 with recommendations on the future delivery of the remaining HMR programme.
RND R063	Lack of resources to maintain building stock (Actively Managed)		2014/2015 Revenue planned programme prepared and presented to CCFT. 2014/2015 Capital programme prepared and to be discussed with Director for presentation to CCFT 22nd October 2013. Centralised budgets are under extreme pressure and closely monitored by Property Manager and Service Accountant
RND R064	Failure in asset management planning to make best use of assets in terms of acquisition, disposal and occupation (Actively Managed)		Medium and longterm accommodation strategy is constantly reviewed through the Council's corporate financial team. Key strategic reports to Officers and Members provide position statements/ proposals to ensure active management of the portfolio
RND R077	Loss of Operators License		Consideration being given to appointment/training of second O licence holder in current reorganisation. This should cover long term absence of current licence holder if necessary

Code	Title	Current Risk Matrix	Latest Note
RND R079	Failure to meet the statutory requirements of the Regeneration and Neighbourhoods department (Actively Managed)		A report on SHP Funding will be presented at the next partnership meeting on 1 November 2013.
RND R080	Failure to monitor and maintain Council owned trees (Actively Managed)		Inspection programme continues around the town identify any issue with trees. Any issued that are identified are responded to by the Parks and Countryside section on a priority basis.
RND R081	Failure to provide sound planning advice / enforcement in relation to waste sites in the borough (Actively Managed)		The planning services team are actively involved in the Councils Management of Waste Sites Group where sites are discussed and tackled in a co-ordinated way sharing information with the HSE, Police, Environment Agency, Fire Brigade and other council teams.
RND R083	Loss of personal or sensitive data resulting from a lack of information security (RND)		Work continues to keep the profile of information security high and mitigate the risk of data loss. Current areas of focus within the department is Community Safety and Waste Management including an information sharing agreement with Palm Recycling which is almost ready for sign off
RND R085	Failure to achieve the Council's Capital Receipts target because of the difficult economic climate and market conditions (Actively Managed)		The capital receipts programme has ben comprehensively reviewed and a report will be submitted to Finance and Policy committee on 18th October setting out proposals to reprofile capital receipts income stream between 2013 - 2017
RND R086	Failure to achieve the required level of financial rebate through the NEPO arrangements (Actively Managed)		No change to risk

7.8 For the period up to 30 September 2013 the Regeneration and Neighbourhoods Department have identified a number of achievements including:

- The Council's accommodation strategy is delivering significant financial savings toward the medium term financial strategy including the lease of Bryan Hanson House to Northgate.
- The Council continues to perform well in address the issues of empty homes, build on the success achieved in previous years. In the first half of this we have been able to bring 48 properties across the town, back into use.

8 CHIEF EXECUTIVE'S DEPARTMENT UPDATE

8.1 The Chief Executive's Department contributes to 10 outcomes, spread across 4 themes:

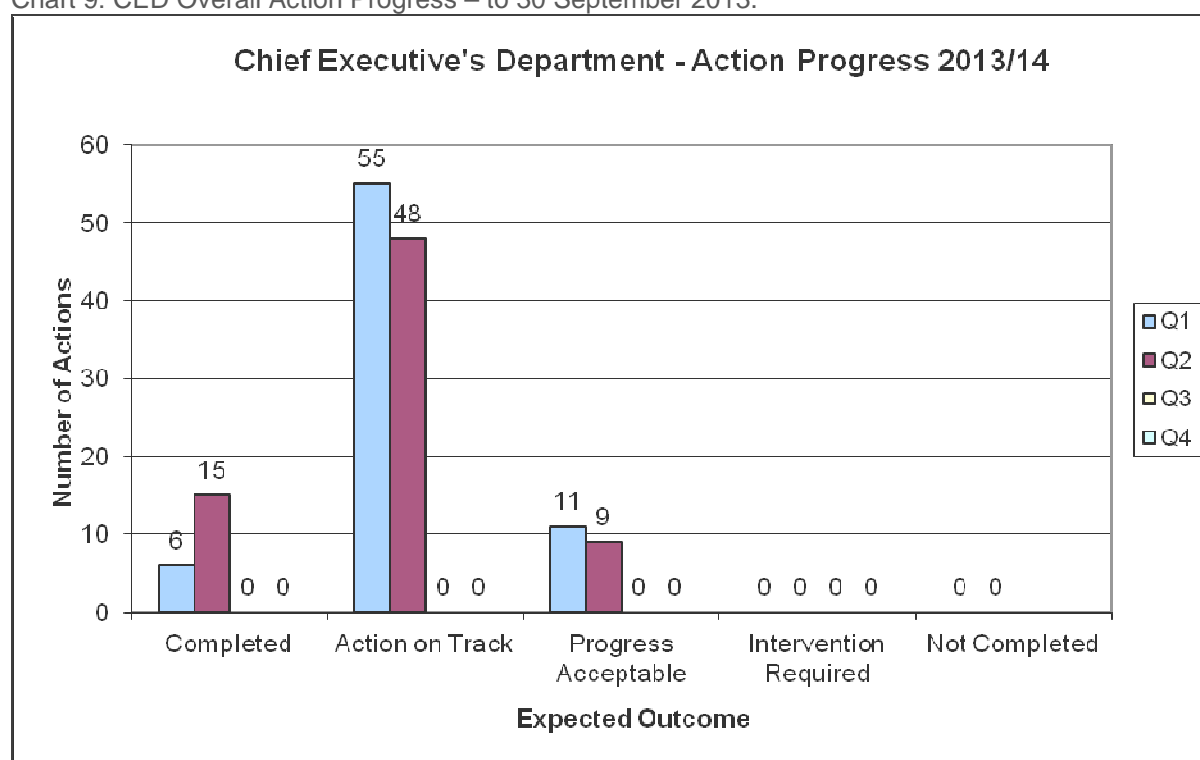
- Jobs and the Economy
- Organisational Development
- Health and Wellbeing
- Community Safety

8.2 The Chief Executive's Department has identified are 72 actions and 33 performance indicators spread across 10 outcomes within the Council Plan that it is responsible for. In addition the department has also identified 36 strategic risks that are included in the Council's Risk Registers.

8.3 As can be seen in Chart 7, overall progress across the department is positive, with:

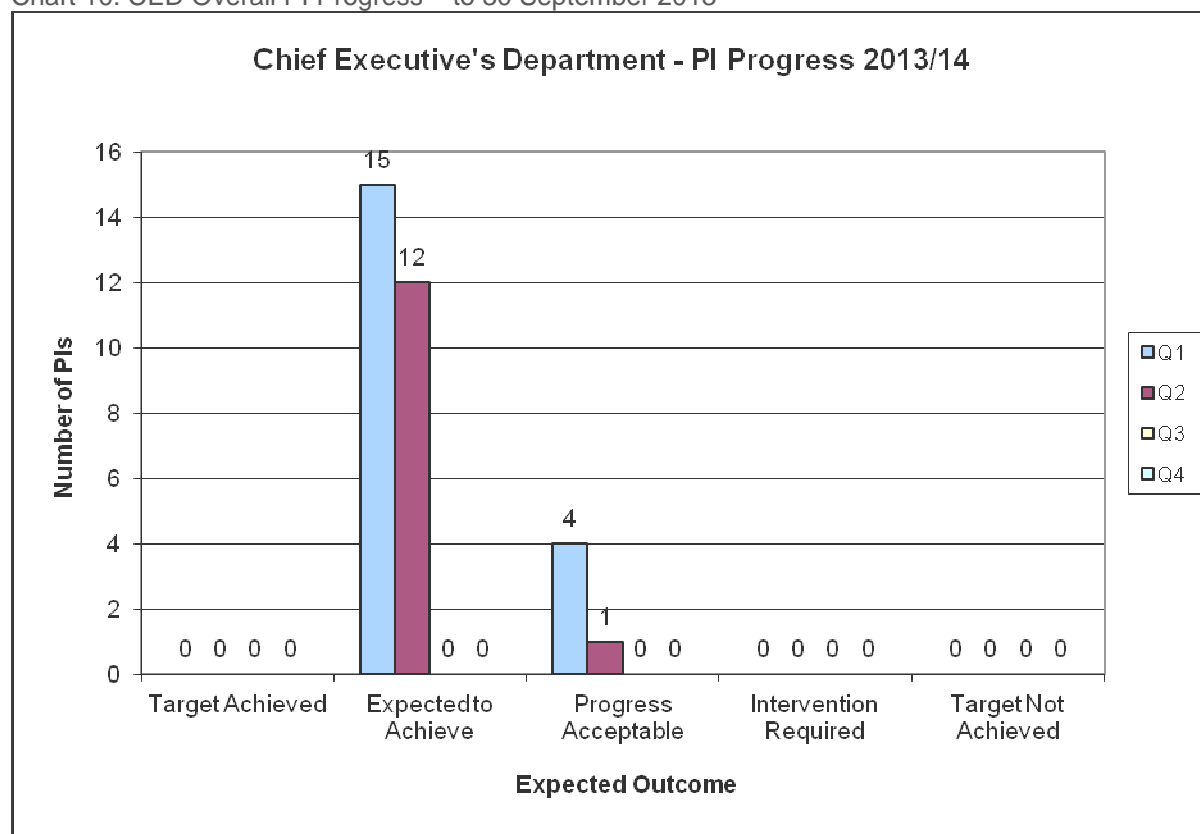
- 63 Actions (88 %) have already been completed or are on track to be completed by their agreed due date.
- The remaining 9 actions (12%) have been assessed as having made acceptable progress.

Chart 9: CED Overall Action Progress – to 30 September 2013.



- 8.4 Chart 8 summarises officers' assessments of the 13 performance indicators that have targets **and** are measurable throughout the year. It can be seen that, as at 30 September 2013, the position was also positive, with:
- 12 indicators (92%) either having been assessed as being on track to achieve target ;
 - 1 indicators (8%) having had made acceptable progress.

Chart 10: CED Overall PI Progress – to 30 September 2013

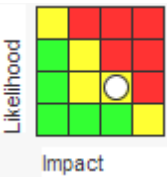
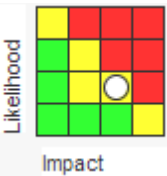
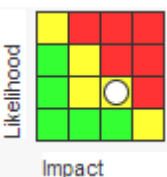
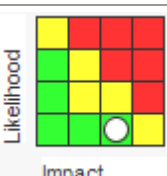
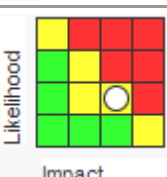
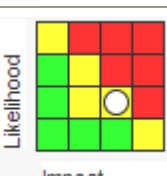


8.5 A further 2 indicators have targets which can only be assessed at the year end.

8.6 There are 28 risks on the Accepted Risk Register within the Chief Executive's Department and a further 8 on the Actively Managed Risk Register. The table below provides a summary of the position of the risks on the Actively Manager Risk Register along with details to show what action is being taken with regards to these risks.

Table 7: CED Actively Managed Risks 2013/14

Code	Title	Current Risk Matrix	Latest Note
CED R059	Failure to integrate equality into all aspects of the Council's work leading to non compliance with legislation and Council aims (Actively Managed)		The likelihood of this risk has remained the same. The corporate steering group continues to operate to both support departments in the consideration of and integration of equality issues in the development of policy and plan
CED R088	Future and Current Equal Pay Claims including settlement of, or adverse findings in ET of existing equal pay claims (Actively Managed)		On-going case right of all Equal Pay claims. Risk assessment of terms and conditions arrangements reported to CMT for action.

Code	Title	Current Risk Matrix	Latest Note
CED R089	Experiencing failure or lack of access to Critical ICT systems (Actively Managed)		This remains the same. system availability remains high and is monitored through the monthly service reports
CED R090	Failure to meet the statutory requirements of the Chief Executive's department (Actively Managed)		New constitutional arrangements approved by Council on 6/3/2013, for implementation during forthcoming municipal year
CED R091	Failure to have corporately adequate arrangements in place to manage and deliver the budget strategy and the savings programme (Actively Managed)		Reports submitted to Finance & Policy Committee. Monitoring progress against 2013/14 budgets (including savings) detailed plans are being developed for 2014/15 savings and initial proposals reported to Finance and Policy Committee on 2.8.13
CED R094	Failure to deliver a new ICT Contract (Actively Managed)		the new ICT contract and the procurement process associated with it has been delivered. The delivery of the new contract is now being planned along with the transition from the current arrangements
CED R095	Failure to have in place effective governance arrangements (Actively Managed)		new governance arrangements have been developed and are in place and operating effectively
CED R098	That a material safety breach of health and safety legislation is identified by the HSE resulting in a significant Fee for Intervention (FFI) being applied.		Internal controls in place risk assessment review ongoing. Additional IOSH Managing Safely courses arranged for new managers or those who have yet to attend. Tool box talks and other health and safety courses still being delivered to services across the Council.

8.7 For the period up to 30 September 2013 the Chief Executive's Department have identified a number of achievements including: -

- When looking how the Council has responded to Welfare Reform changes referral arrangements for debt, benefit advice by West View Advice and Resource Centre have been established. Also all households affected by the Benefit Cap have received a personal visit.
- Benefit officer is working directly with a number of schools on Free School Meal initiatives to promote take up as well as the service being promoted via Hartbeat in September 2013.
- Referral channels for adults to access financial advice services and financial products have been approved by Finance and Policy Committee on 19 September with extension of additional advice sessions contract from West View Resource Centre to cover period Oct 13 - Mar 14.

- The Housing Partnership held an event in the Middleton Grange shopping centre on the 4th July 2013 to help promote the Housing Strategy and the work that the partners do. The Safer Hartlepool Partnership held their event at the College of FE on the 16th September
- Further report on the Medium Term Financial Strategy was submitted to Finance & policy Committee on 02 August 2013 which identified savings to substantially bridge the 2013/14 budget gap. Further report will be submitted to Finance & Policy Committee on 29 November 2013.
- Undertake a review of the advice and guidance services provided by the council to the public with a view to determining their most effective delivery and as part of this a review of the current provision of services through the contact centre – A review of the advice and guidance services provided by the Council to the public has been completed and reported to Finance and Policy Committee. An Implementation Plan will follow to deliver the recommendations
- Deliver contact centre roll-in and service development programme - Service enhancements undertaken in the Contact Centre in relation to dog warden service, trade waste, phase 2 of waste project, staff health surveillance and Tell Us Once. Currently reviewing Benefits service provision to consider which activities should transfer to Advice & Guidance hub.
- Final draft of Complaints Procedure was approved at Finance and Policy Committee on 18th October 2013. The new policy will now be communicated to all officers and be available to the general public.
- Headline results from the Hartlepool Household Survey have been taken to Safer Hartlepool Partnership, Corporate Management Team, Finance & Policy Committee, and have been published online. A summary was also included in the Autumn 2013 Hartbeat magazine. A detailed report including ward and demographic breakdown and Ward level reports are now being prepared and will be included on the Council's internet pages.
- Preparations have commenced for supporting the review of the constitution with a view to a report being submitted to Council in December 2013. In the mean time the Constitution has been updated and uploaded onto internet to reflect recent changes agreed by Council.
- We are continuing to develop the Council's presence on Twitter with almost 2,000 followers. Linking in with health partners on use of hashtags for specific campaigns

9. RECOMMENDATIONS

9.1 Finance and policy Committee is asked to: -

- note the current position with regard to performance.

10. REASONS FOR RECOMMENDATIONS

- 10.1 Finance and Policy Committee have overall responsibility for the monitoring of the Council Plan.

11. BACKGROUND PAPERS

- 11.1 There were no background papers used in the preparation of the report.

12. CONTACT OFFICER

- 12.1 Kerry Trenchard
Acting Performance and Partnership Manager
Tel: 01429 284057
E-mail: kerry.trenchard@hartlepool.gov.uk