

# NEIGHBOURHOOD SERVICES COMMITTEE AGENDA



Tuesday 19 August 2014

at 9.30 am

in Committee Room B, Civic Centre, Hartlepool

MEMBERS: NEIGHBOURHOOD SERVICES COMMITTEE

Councillors Ainslie, Barclay, Dawkins, Gibbon, Jackson, James, Loynes

1. **APOLOGIES FOR ABSENCE**

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

3. **MINUTES**

- 3.1 To receive the Minutes and Decision Record of the meeting held on 14 July 2014 (*previously circulated*)

4. **BUDGET AND POLICY FRAMEWORK ITEMS**

- 4.1 Savings Programme 2015/16 – Neighbourhoods Division – *Director of Regeneration and Neighbourhoods*

5. **KEY DECISIONS**

- 5.1 Pothole Repair Fund – *Assistant Director (Neighbourhoods)*



6. **OTHER ITEMS REQUIRING DECISION**

- 6.1 Ward Member Budget – Monitoring Options – *Director of Regeneration and Neighbourhoods*

7. **ITEMS FOR INFORMATION**

- 7.1 Strategic Financial Management Report – as at 30 June 2014 – *Director of Regeneration and Neighbourhoods and Chief Finance Officer*

8. **ANY OTHER BUSINESS WHICH THE CHAIR CONSIDERS URGENT**

**Date of next meeting** – Monday 22 September 2014 at 9.30 am in Committee Room B, Civic Centre, Hartlepool



# NEIGHBOURHOOD SERVICES COMMITTEE

19<sup>th</sup> August 2014



**Report of:** Director of Regeneration and Neighbourhoods

**Subject:** SAVINGS PROGRAMME 2015/16 –  
NEIGHBOURHOODS DIVISION

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## 1. TYPE OF DECISION/APPLICABLE CATEGORY

1.1 Budget and Policy Framework item.

## 2. PURPOSE OF REPORT

2.1 The purpose of this report is to identify proposals for the delivery of savings in respect of the Neighbourhood Services Division for consideration as part of the 2015/16 budget process.

## 3. BACKGROUND INFORMATION

3.1 As part of the 2015/16 Savings Programme, a number of service areas have been identified where potential savings could be made. As part of the process for the budget for 2015/16 it has been agreed that individual Policy Committees will consider these savings proposals prior to consideration by Finance and Policy Committee and then Council.

3.2 Details are provided in this 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.

3.3 In further developing the information provided to Members to assist them in consideration of budget proposals a range of information relating to the service is included in this report.

3.4 The services under consideration as part of this report are as follows:-

3.4.1 **Building Design and Construction** - The Building Design & Construction section provides an integrated property service comprising:

A complete building design consultancy service including feasibility studies, building surveying, condition surveying, design, advice, energy management, project management and a procurement service for construction schemes. It comprises Architects, Clerk of Works, Landscape Architects, Quantity Surveyors, Mechanical & Electrical Engineers and CDM Coordinators. A full CCTV design service is also available.

Full inspection compliance services, in accordance with current legislation including electrical test and inspection, Part 'P' inspections, Legionella control and management, gas safety inspections, asbestos management and accessibility/access audits.

Operational support services including stores provision and purchasing, depot operations, depot security, small plant and tool hire and a cutting facility for the manufactured joinery items.

Construction services including general building and mechanical and electrical services. To provide a full planned and cyclical building/property maintenance service, together with a 24 hour 7 day per week reactive and emergency call out service.

The combined services above enable the section to provide a one stop shop service for a full range of property/construction related projects and services ranging from the very small to the very large and complex. The section are focussed on creating long term value and long lasting relationships and the culture is one of continuous improvement and workforce development.

### 3.4.2 **Community Safety and Engagement**

Responsible for the development and activities of the Safer Hartlepool Partnership including the town's Community Safety Plan which aims to promote confident, cohesive and safe communities by reducing crime and anti-social behaviour, the harm caused by illegal drugs and alcohol, and reducing reoffending. This element of the section reports to the Finance and Policy Committee.

The team is responsible for the provision of support to the voluntary and community sector, capacity building, and engaging with residents to support elected Members to enable residents to influence and improve accountability in service delivery ensuring a co-ordinated approach to tackling issues across the neighbourhoods of Hartlepool.

Specific services include the Anti-social behaviour unit; CCTV; Victim and Crime Prevention Services; a commissioned specialist Domestic Violence Service; Community Development and Regeneration Service; Neighbourhood Planning; management and administration of the Community Pool, Ward Member Budgets, and Civic Lottery.

Feedback from service users is obtained in a number of different ways and this is often determined by the type of service, the target audience, the way in which it is delivered. Examples include: -

- Satisfaction surveys and questionnaires
- Regular progress and liaison meetings with users and providers
- Neighbourhood forums
- Ward Councillor feedback

### 3.4.3 **Emergency Planning**

Hartlepool Borough Council is the lead Authority for Emergency Planning Unit.

The EPU co-ordinates the planning, training and documentation of emergency related requirements for the Tees Valley authorities of Hartlepool, Stockton, Middlesbrough and Redcar & Cleveland.

### 3.4.4 **Parks and Countryside**

The Parks and Countryside Section is responsible for the care, development and promotion of green spaces and the services that are dependent upon them. These include:

- Parks and Country Park areas
- Town wide Horticulture work
- Countryside Wardens and Nature Conservation areas
- Coast and associated Beach Safety provision
- Public Rights of Way and the Countryside Access Network
- Cemeteries and the Crematoria
- Children's outdoor play spaces and fixed play equipment
- Football pitches, games spaces and bowling greens

The team includes the experienced and flexible green space grounds maintenance staff out on sites and the support teams that co-ordinate this work. The section also has an important development role and the team, as part of its work, looks through partnerships with other agencies and the local community to access funding, support and educational opportunities to develop and enhance the value of Hartlepool's green spaces.

### 3.4.5 **Services Direct**

Services Direct operates and delivers a number of key service areas both within Hartlepool Borough Council and to the private sector, including:

- School Meals Service
- Function Catering
- Building Cleaning
- Security Contract

- Inspirations Café and Garden Centre
- Services Direct

The fundamental aim is to provide a value for money efficient service for our customers, ensuring continuous improvement within Service Level Agreements and workforce development and training for the 600 staff. Where it is feasible the section will endeavour to seek out new opportunities for growth, with particular attention to income generation and sustainability.

### 3.4.6 Street Care

The Street Care section provides a ‘one-stop-shop’ for a range of front-line services delivered across the town. ‘Working for a safer, cleaner environment’ is our key aim and we achieve this through a combination of on-street service delivery, co-ordinated education campaigns and enforcement activities when the need arises.

Services within Street Care include:

- Waste Disposal
- Street Cleansing
- Grounds Maintenance
- Refuse and Recycling Collection
- Highways (Repair and Maintenance)
- Street Lighting
- Environmental Enforcement
- Civil Enforcement
- Dog Warden Service
- Allotments

Scheduled day to day activities ensure that roads and back streets are kept clean and safe, domestic and street litter bins are emptied regularly, street lights are working and roadside verges are kept trimmed and free from litter.

The section also provides fast response teams to deal with emergencies ranging from horses straying on the highway to clean-up operations following road traffic accidents.

Education campaigns around litter, responsible dog ownership and recycling are carried out amongst schools and the wider community and these play an important part in changing people’s attitudes. Partnership working is also at the heart of our section, which enables us to provide a multi-agency approach to service delivery.

### 3.4.7 Technical Services

The Technical Services Section provides a range of services across Traffic & Transport, Engineering Design and Integrated Transport.

Areas of responsibility include the management and co-ordination of the highway network, the provision of a safe and effective transport system, road safety and maintaining safe, smooth traffic flows.

The section also provides civil, structural and environmental engineering services for the Council, with areas of responsibility which encompass coast protection, land drainage, contaminated land, bridge maintenance, dangerous structures and demolition.

The integrated transport service includes road safety, this includes the school crossing patrol service, passenger transport and fleet services, aiming to provide a fully integrated single transport service, offering good links to fully accessible 'mainstream' public transport, regardless of mobility needs.

### 3.5 Service Users

3.5.1 The range of services covered by this report are delivered to all residents across the whole of the borough, agencies working in Hartlepool from the statutory, voluntary and community as well as providing commercial services to external organisations and schools via Service Level Agreements and contracts.

### 3.6 Engagement

3.6.1 Services provided include delivery to internal and schools clients but some service portfolios have by necessity significant external public sector, commercial and private cliental. To meet the Councils client service expectations some service portfolio are already operating under the parameters of a public sector charging and trading arm to assist revenue streams.

3.6.2 Feedback from service users is obtained in a number of different ways and this is often determined by the type of service, the target audience, and the way in which it is delivered. Examples include: -

- Satisfaction questionnaires
- Regular progress and liaison meetings with users and providers
- Attending Neighbourhood Forums, resident groups and associations
- Transport Champions Group
- Transport Liaison Groups

The Community Safety and Engagement section has a strong interface with Ward Councillors on a daily basis ensuring any ward issues raised by local residents are responded to immediately. The service is responsible for the Neighbourhood Management and Empowerment Strategy which aims to ensure appropriate governance arrangements are in place that enables meaningful participation and empowerment of communities in local government decision making processes supported by effective development work that increases cohesion; the promotion of integrated partnership working on a neighbourhood level; and tackling deprivation in our most disadvantaged

neighbourhoods through good quality planning that facilitates effective and sustainable change. Examples of how the service engages with communities includes:

- Provision and support of Neighbourhood Forums which meet quarterly and facilitate feedback from the public on all Council services.
- Hartlepool Partnerships annual Community Safety Plan.
- Neighbourhood surveys such as those undertaken by the multi-agency Joint Action Groups in hotspot areas where there are high levels of crime and disorder to improve our conversation with the public and gather further intelligence on how services should be delivered in the local area.
- Provision of a network of support for local resident groups where concerns and feedback on how Council Services are operating are channelled to the appropriate service for action.
- Leading on engaging and supporting communities to exercise their rights under the Localism Act - the team is currently enabling 5 communities to develop Neighbourhood Plans for their local area, and is supporting the first community group wishing to register an asset of community value with a view to exercising their right to buy.
- Local groups are supported with events that reach out to the broader community e.g. diversity event where hard to reach groups can come along and find out more about services and how they can influence services in the future.

### 3.7 Inputs

3.7.1. The current cost to the Council of the relevant services is as follows: -

Service Area	2014/15 Net Budget £'000
Building Design and Construction	(200)
Community Safety and Engagement	1,110
Emergency Planning	60
Parks and Countryside	340
Services Direct	940
Street Care	8,000
Technical Services	6,500
	<b>16,750</b>

3.7.2 The cost of these services to the Council, in line with many other service areas in the Council, reduced significantly over the last 4 years. In addition, many of the areas in question are “trading activities” and have, as an integral part of their budget, income generation requirements. Some areas, as can be seen from the table, are budgeted to make a surplus. Some areas do not have budgets and rely on fees and income.



### 3.8 Outputs/Outcomes

- Delivery of technical, support and frontline services to internal Council departments, external organisations and schools.
- Delivery of the Council's Neighbourhood Management and Empowerment Strategy and the Voluntary and Community Sector Strategy.

## 4. PROPOSALS

- 4.1 The savings target for the Regeneration and Neighbourhoods Department is £2.250m for the financial year 2015/16. In addition to this target, the Department needs to find additional savings to offset Departmental budget pressures of £170,000. The overall savings figure is therefore £2.420m for 2015/16. The approach taken within the Department has been not 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.
- 4.2 The scale of budget savings on service delivery now has reached a point where difficult and unpalatable decisions have to be considered by officers and Members. Where consideration to 'part service reduction' was exercised in previous saving programmes, unfortunately it is necessary to consider 'full service reduction' in some areas as part of a 'non statutory service cessation strategy'.
- 4.3 To achieve the departmental savings it has become apparent we will have to cut some services further and for some, consider cessation of service altogether. The best approach to selection of service reduction has been to list all non-statutory services and undertake a prioritisation exercise for cessation of same.
- 4.4 Non-statutory service areas that have absorbed budget cuts previously and that now need to be considered for full cessation of service delivery are as follows:-

### **Road Safety - £210K**

The proposed saving of approximately £90K will be achieved by the removal of initiatives such as 'Bikeability' and other road safety educational programmes and School Crossing patrols.

Stopping contributing towards child injury initiatives is also proposed as part of the core budget reduction. Officers, over the course of the coming months, will look to re-establish as a 'buy-back' service for Schools and other groups to purchase.

The School Crossing Patrol Service is a non-statutory service and takes in school sites throughout the town and at key crossing points. Consideration has been given to a phased reduction programme based on risk, in conjunction with the Child and Adults Department, regarding any potential service delivery options available for the future. The cost of providing this service to Schools is £120K.

The Department continues to bid for Government grant funding to assist in road safety initiatives such as the recent Local Sustainable Transport Fund (LSTF) which may reduce the financial impact on the service cuts. Officers are presently working on this as a possibility.

### **Beaches, foreshore and lifeguards – £100K**

This would determine the cessation of the Beach Lifeguard Service which runs from the 2<sup>nd</sup> Bank Holiday in May to the beginning of September. Staffing for this service is based on a seasonal agreement.

It is recognised that the above mentioned areas are highly emotive service areas and are liked by the public and Members, but as outlined earlier in the report these are non-statutory services which could be categorised as desirable rather than essential.

- 4.5 Other section functions identified which can accommodate savings in non-statutory service areas include:-

#### **4.5.1 Community Safety & Engagement - £50K**

The transfer of operational services from Neighbourhood Management to Street Care the Community Development and Engagement Service can be reconfigured. This together with the potential reduction to the Community Pool and potential cessation of Community Pool grants, savings can be made by further reconfiguring the level of service provided. It is envisaged savings in the region of £50K can be achieved.

#### **4.5.2 Departmental Reconfiguration - £60K**

It is proposed to merge some function elements between the Neighbourhoods division and the Regeneration division. The proposed merger of services will enable efficiencies to be identified across the department and allow for growth of some functions by way of new and emerging potential market opportunities as well as a broader portfolio of responsibilities.

This departmental function configuration should provide savings circa £60K.

#### 4.5.3 Parks and Countryside - £90K

Services will be reconfigured to provide a saving of £90K. Savings will be achieved through the acceptance of two ER/VR requests and the deletion of one vacant post from the structure.

#### 4.5.4 Building Cleaning - £20K

Building cleaning continues to be a valuable and well sought after service. Schools continue to buy back and have, in some cases this year signed up for 2 or 3 year contracts, providing a level of security within this service area. Additional savings will be achieved through the realignment of budgets and services as buildings close, income generation and the acceptance of an early retirement / voluntary redundancy.

#### 4.5.5 School Catering - £140K

Take up continues to increase on school meals year on year and take up reached 62% last year. As a result it is possible to increase the income budget in this area and remove any general fund subsidy for 2015/16.

#### 4.5.6 Street Care Operations - £180K

Reconfiguration of service and staffing across the services identified in Section 3.4.6.

Street Care services are a combination of front line operational services. The bringing together of operational services under one Manager has enabled the services to be scrutinised as a whole with respect to all working practices, supervision and overtime arrangements in delivering services to a similar standard.

Reduction in out of hour provision coupled with productivity measures, together with highly labour maintenance intensive features will all contribute to the savings identified. All services will be subjected to a process mapping exercise which will in turn provide efficiencies in staffing and supervision across all operational services.

#### 4.5.7 Fleet £100K

Following the changes taking place regarding Street Care operational services, it is anticipated there will be a reduction in fleet costs in the region of £100K. A comprehensive analysis utilising Fleetmaster and the tracker system has identified a more efficient use of our fleet which together with a review of fleet leasing terms will enable savings in the region of £100K to be achieved.

#### 4.5.8 Waste and Environment – 50K (Green Waste Collection)

It is proposed to introduce the suspension of green waste collection during the winter period from November to March. Operational data would dictate the finding of very little green waste deposited in the brown bins over this period which in turn would suggest the operational element of this collection service and the associated costs are not best utilised in terms of effective deployment of the Department's resources.

#### 4.5.9 **Income Generation £100K**

Although never guaranteed, the two areas of Engineering Design and Management and Building Design and Management both operate without core budget provision through the arrangement of Technical Officers' Salaries (TOS). This arrangement, in essence, dictates all staff to generate their own salary via fee income both from the internal and external market place.

Targets have been set for both sections to deliver a minimum income stream of:-

Engineering Design and Management	£50K
Building Design and Management	£50K

There is sufficient external work to support this proposal however, as with any income budget; there is always a risk that income streams reduce in future years. Should this occur the Department would seek to identify alternative savings to offset any budget pressures that would result in this area.

#### 4.5.10 **Cemeteries and Crematorium - £30K**

Fees and charges will be reviewed in line with other providers and it is anticipated that this will generate an additional Tees Valley £30K income per annum.

#### 4.5.11 **Emergency Planning Unit (EPU) - £5K**

The EPU is funded by the 4 former Cleveland Authorities of which Hartlepool Borough Council is the lead Authority. A 5% reduction year on year for the next 3 years has been agreed by TV CEX. Hartlepool's reduction in the level of subsidy will be achieved by an inflation freeze on our contribution. The EPU continues to bring in income through the training and development of Emergency Service agencies.

## 5. **OPTIONS ANALYSIS**

5.1 Various options have been explored across all of the other service areas, including the following: -

### 5.1.1 **Integrated Transport Unit (ITU)**

Cessation of some transport services of the ITU, this however is not recommended as the unit is in a gradual growth trend for external works and vehicle acquisitions will require a return from income to enable spend profiles to be achieved.

Direct cuts to service provision at this point in time would be detrimental to any collaborative or partnership working progression therefore no further reduction on the transport provision is proposed.

### 5.1.2 **Community Safety and Engagement**

The changes which took place within the neighbourhood management service are still being embedded, however it is important to note this is a non-statutory service and as such further savings can be achieved by stopping the service completely or in part. £50K has been proposed from existing arrangements within the service as outlined in 4.5.1 in addition to a further £50K CCTV saving being considered at Finance and Policy Committee.

There may also be opportunities to merge the service with another service either in the Regeneration Division or the Public Health Department. The operational engagement element could be managed by the existing Street Care function. All options will be further considered as part of future efficiency initiatives.

### 5.1.3 **Garden Waste Collection**

Consideration has been given to charge for the Council's Garden Waste Collection service, i.e. provide a subscribed service, which could generate an income stream of circa £300K depending upon the level of participants. i.e. if 20% of residents took up the scheme income in the region of £150K could be generated. However, it is recognised that this would place additional pressures on residents. A part reduction of seasonal collection has been suggested as outlined in 4.5.8.

### 5.1.4 **Bowling Greens**

Self management of Bowling greens (town wide) could generate a saving of £64K. It must be noted however that leasing agreements may determine further dialogue with the Bowling Consortium to progress this saving in part of whole and will be progressed but at this stage have not been accounted for as part of the savings proposed.

## 6. **RISK IMPLICATIONS**

- 6.1 There are a number of risks implicit in the delivery of any package of savings and it is important to recognise these as part of any decision making. A summary of the risks considered as part of the proposals has been identified below:

- Increased pressure on frontline staff and management
- Potential for income generation – contribution and new opportunities
- Balance of workload versus fee earning potential
- Potential reduced effectiveness and quality of service
- Health and Safety implications
- Reduced flexibility of service and management capacity

## 7. FINANCIAL CONSIDERATIONS

- 7.1 It has been highlighted in previous reports that failure to take savings identified as part of the savings programme will result in the need to make alternative unplanned cuts and redundancies elsewhere in the Authority to balance next year's budget.
- 7.2 The proposals outlined will deliver the following savings:-

<b>Service</b>	<b>£ 000</b>
Road safety	210
Cessation of lifeguard service	100
Community Safety & Engagement	50
Dept function reconfiguration	60
Parks and Countryside	90
Building Cleaning	20
Schools catering	140
Street Care operations	180
Fleet	100
Suspension of garden waste collection service for a prescribed period (seasonal)	50
Engineering Design and Management	50
Building Design and Management	50
Cemeteries & Crematorium	30
Emergency Planning Unit	5
<b>Total Proposed Savings</b>	<b>£1,135</b>

- 7.3 Some of the savings proposals included in this report involve Trading Accounts which do not have a General Fund Budget. Instead these services rely on fees and charges generated from services provided to clients to cover their operating costs.

**8. RECOMMENDATIONS**

- 8.1 That Members of the Committee note the content and formulate a response to be presented to Finance and Policy Committee at a later date.

**9. CONTACT OFFICER**

- 9.1 Denise Ogden  
Director of Regeneration and Neighbourhoods  
Level 3  
Civic Centre  
Hartlepool  
TS24 8AY

Tel: 01429 523300

E-mail: [denise.ogden@hartlepool.gov.uk](mailto:denise.ogden@hartlepool.gov.uk)

Alastair Smith  
Assistant Director (Neighbourhoods)  
Level 3  
Civic Centre  
Hartlepool  
TS24 8AY

Tel: (01429) 523802

E-mail: [Alastair.smith@hartlepool.gov.uk](mailto:Alastair.smith@hartlepool.gov.uk)

# NEIGHBOURHOOD SERVICES COMMITTEE

19th August 2014



**Report of:** Assistant Director (Neighbourhoods)

**Subject:** POTHOLE REPAIR FUND

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## 1. TYPE OF DECISION/APPLICABLE CATEGORY

1.1 Key Decision (test (i) & (ii). Ref: RN25 / 14.

## 2. PURPOSE OF REPORT

2.1 To advise Members of a recent successful bid, to the Department of Transport, for additional funding for pothole repairs and to seek approval for schemes to be funded by such.

## 3. BACKGROUND

- 3.1 In the 2014 Budget statement, the Government announced the creation of a Pothole Fund worth £200 million, with £168 million being made available to highway authorities in England to help repair damage to the local road network. The funding is available in the 2014/15 financial year.
- 3.2 Despite the significant funding being made available and the tools being provided through the Highways Maintenance Efficiency Programme (HMEP), potholes continue to be an issue in many parts of the country. This Fund has been established to help to address this issue.
- 3.3 Any local highway authority that currently receives funding through the Department for Transport's Highways Maintenance Capital Block Grant was eligible to bid for this funding.
- 3.4 Final decisions on the amount of funding to be awarded was made following an assessment and scoring of the bids received.



- 3.5 Scoring was based upon the activities the Local Authority undertakes to address potholes. It sought information on whether authorities had taken action to implement the recommendations arising from the Highways Maintenance Efficiency Programme (HMEP) Potholes Review Report published in April 2012.
- 3.6 As part of this Fund DfT wanted to see examples of innovative approaches that Local Authorities may be taking in respect of repairing potholes and other defects on the local road network. Types of activities could include utilising innovative technology or having dedicated pothole patrols to speed up their repair times.
- 3.7 The Department continues to strongly encourage Local Authorities to adopt asset management principles and has previously provided funding for authorities to help build up their asset inventory and analysis capabilities. Since then a number of reports and guidance have been produced to help local highway authority's move to an asset management approach and make the most of their resources, with much of the recent work being produced by the HMEP.
- 3.8 Scoring was also based on a number of questions with respect to highway efficiencies. This included whether an authority is working collaboratively with other authorities or through an alliance to ensure that they can maximise any funding that they receive.
- 3.9 Hartlepool Borough Council provided enough evidence in order for our bid to be successful and were allocated £166,816 from the fund.

#### 4. PROPOSALS

- 4.1 As has been the case with previous government grants earmarked for pothole repairs, it is proposed that the money is used to enhance the highway maintenance programme to resurface full lengths or large sections of roads in the town.
- 4.2 The grant conditions state that “the funding must compliment (rather than displace) your planned highway maintenance expenditure for 2014/15” and “activities could include permanent pothole repairs or resurfacing to help prevent potholes from forming.”
- 4.3 To promote greater transparency the DfT expect the Council to publish a quarterly report on its website, copied to the Department, showing how much money has been spent, including a quantifiable report of the specific activities that have been undertaken, and the location.
- 4.4 **Appendix 1** provides details of the proposed schemes.

## **5. FINANCIAL CONSIDERATIONS**

- 5.1 A report to this committee on 15<sup>th</sup> April 2014 provided details of highway maintenance funding for 2014-2015, comprising £626K from the Local Transport Plan and £210,268 from two previous Government grants.
- 5.2 It is proposed that this £166,816 is used to enhance the programme approved on that date by implementing the proposed schemes before 31<sup>st</sup> March 2015.

## **6. EQUALITY AND DIVERSITY CONSIDERATIONS**

- 6.1 There are no equality or diversity implications relating to this report.

## **7. SECTION 17 OF THE CRIME AND DISORDER ACT 1998 CONSIDERATIONS**

- 7.1 There are no Section 17 implications relating to this report.

## **8. RECOMMENDATIONS**

- 8.1 That Members approve the list of highway maintenance schemes as detailed in **Appendix 1** and that officers publish a quarterly report on progress on the Council's website on a quarterly basis.

## **9. REASONS FOR RECOMMENDATIONS**

- 9.1 To ensure that the conditions of the Pothole Repair fund are adhered to.

## **10. CONTACT OFFICER**

Alastair Smith  
Assistant Director (Regeneration)  
Level 3  
Civic Centre  
Hartlepool  
TS24 8AY

Tel: (01429) 523401  
E-mail: [alastair.smith@hartlepool.gov.uk](mailto:alastair.smith@hartlepool.gov.uk)

Mike Blair  
Highways, Traffic and Transport Manager  
Level 4  
Civic Centre  
Hartlepool

Tel: 01429 523252

E-mail: [mike.blair@hartlepool.gov.uk](mailto:mike.blair@hartlepool.gov.uk)

## APPENDIX 1

LOCATION	WARD
Park Road - Eldon to Belmont	Burn Valley
Elwick Road - Caroline to Powell St	Burn Valley
Fernwood - Greta to Heathfield	Foggy Furze
Powlett Road Service Road	Jesmond
Grange Road Mulgrave to Tankerville	Victoria
Marsh House Lane Greatham	Rural West
Warren Road Winterbottom to Dual Carr	De Brus

# NEIGHBOURHOOD SERVICES COMMITTEE

19th August 2014



**Report of:** Director of Regeneration and Neighbourhoods

**Subject:** WARD MEMBER BUDGET – MONITORING  
OPTIONS

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## 1. TYPE OF DECISION/APPLICABLE CATEGORY

1.1 Non key decision.

## 2. PURPOSE OF REPORT

2.1 To present Neighbourhood Services Committee with monitoring options in relation to Ward Member Budget expenditure.

## 3. BACKGROUND

3.1 On 30 April 2012, Ward Member Budgets and the associated application framework were approved by Cabinet. Ward Members were allocated £5,500 each to be used for the wider and discernible community benefits of their ward, with further allocations of £5,000 per Ward Member agreed by Council in February 2013 (for 2013/14) and 2014 (for 2014/15).

3.2 It is assumed that the budgets are not available for individuals, or intended to be expended on services provided by the Local Authority or other public agencies, unless the purpose is to enhance or supplement what is being delivered. Ward Members are expected to consult each other to ensure that there is no duplication in expenditure and projects supported must be lawful, and cannot undermine the Council or partners' priorities or service delivery.

3.3 Procedural arrangements have been implemented to ensure accountability and transparency, with all Ward Member Budget submissions being subject to an approval process under delegated authority of the Director of Regeneration and Neighbourhoods (in conjunction with Legal and Finance Departments). Progress on Ward Member Budgets is reported on a quarterly basis to the Neighbourhood Forums and is available online. In addition to this, an annual report is taken to Neighbourhood Services Committee.

- 3.4 On 14 February 2013, Council approved a recommendation from Cabinet (4 February 2013) allocating a total of £165,000 for 2013/2014 for Ward Member Budgets, equating to £5,000 per Elected Member. As part of this decision, it was also outlined that any underspend remaining from the 2012/2013 allocation could be carried forward by each individual Ward Councillor for their use in the new financial year.
- 3.5 On 19 September 2013, as part of the 2014/15 budget proposals, Finance and Policy Committee recommended allocating £165,000 from the reserves review to continue Ward Member Budgets in 2014/15 (i.e. £5,000 per Member). On 19 December 2013, Finance and Policy Committee subsequently recommended that the 2014/15 Ward Member Budgets should be topsliced by 20% in order to continue the Environmental Apprenticeship Scheme, and that any unspent funds remaining from the 2012/13 and 2013/14 allocations should be retained and carried forward, in order to continue the Ward Member Budgets programme in future years. This was agreed by Full Council on 6 February 2014.
- 3.6 On 30 June 2014, Finance and Policy recommended that the unspent funds of £19,333 from 2012/13 and 2013/14 were returned to the Hart and Seaton Ward Members (£10,500 and £8,833 respectively) for the benefit of their wards. This was agreed by Full Council on 3 July 2014.
- 3.7 Further to the request of Finance and Policy Committee on 25 April 2014, the Community Regeneration and Development Team have explored and drawn up a number of potential options for monitoring Ward Member Budget expenditure which are outlined in Sections 6.3 to 6.6 of this report.

#### **4. SCHEMES FUNDED TO DATE**

- 4.1 A variety of projects have been funded to date with general areas being supported by Elected Members encompassing the following:
- Contributions to services and / or events delivered by the Voluntary and Community Sector;
  - Works to community buildings;
  - Environmental and horticultural schemes;
  - Apprenticeship and training programmes; and
  - Highways and traffic related projects.
- 4.2 There are some examples of collaborative working across wards, including the following:
- The town-wide Environmental Apprenticeship Scheme which working in partnership with Hartlepool College of FE has provided work placements for 15 apprentices within the Council's Neighbourhood Management Team for 12 months. The funding to extend this project will be topsliced from the 2014/15 Ward Member Budget allocation; equating to £1,000 per Ward Councillor.

- The Community Transport Project which assists in the sustainability of the Community Bus service that currently runs through Rural West, Jesmond, Victoria and Headland and Harbour wards in response to a withdrawal of public transport routes.
  - A number of organisations including Hartlepool Carers, Hartlepool Access Group and Hartlepool Voluntary Development Agency (HVDA) have received support from a number of Ward Members in order to support the delivery of their services.
- 4.3 Ward Members in the Fens and Rossmere, Foggy Furze and Victoria wards adopted an alternative approach to the expenditure of their Ward Member Budgets in 2012/13 and allocated a proportion of their funds to establish a community grants programme for local voluntary and community groups to access; this arrangement continued in 2013/14.
- 4.4 Since the inception of the Ward Member Budgets Programme in 2012/13, approximately 300 projects and / or schemes have been developed and delivered across Hartlepool. A full list of projects are available on the Council's web page and are reported to the Neighbourhood Forums every quarter.

## 5. ADMINISTRATION

- 5.1 The administration of the Ward Member Budget Programme is undertaken by the Community Regeneration and Development Team, based in the Community Safety and Engagement section. Tasks associated with this function include:
- Supporting project development;
  - Completion of submission and decision record paperwork;
  - Budget management;
  - Management of payments; and
  - Coordination of community grants programmes in applicable wards.
- 5.2 Depending on the size and complexity of the scheme, the pre-submission process can take up to 4 weeks and involves a variety of Officers, primarily consisting of Community Regeneration Officers, Neighbourhood Development Officers and Neighbourhood Coordinators. This area of work accounts for approximately a third of the workload of each Officer outlined, and a number of other Officers across the Council are currently involved in supporting the programme, particularly those based in Highways, Traffic and Transportation, DSO and Parks and Countryside.

## 6. MONITORING OPTIONS

- 6.1 It was agreed as part of the original Ward Member Budget framework, that Officer monitoring of Ward Member Budget expenditure would not be undertaken and that payments would be made to an organisation and / or

project on a basis of trust. This mitigated against the resource implications of monitoring a large number of projects and ultimately made the funds more flexible and accessible to voluntary groups, and the wider community. To date, only the Victoria Ward Members have undertaken basic monitoring of the schemes that they have supported, and this has taken the form of voluntary self assessment feedback at the end of financial year.

6.2 Further to the request of Finance and Policy Committee on 25 April 2014, the Community Regeneration and Development Team have explored and drawn up the following potential options for monitoring Ward Member Budget expenditure.

6.3 Option 1 – Full monitoring and verification

This option would encompass a full monitoring and verification exercise for each project and / or scheme that is approved through the Ward Member Budgets programme.

An offer letter would be issued to each recipient of funding which would outline the specific monitoring and verification requirements as agreed by the relevant Ward Member, and would be implemented as a condition of receiving Ward Member Budget funding. A monitoring and verification visit would be undertaken by a member of the Community Regeneration and Development Team with the funding recipient at the end of the financial year; this would include the completion of a monitoring and verification form and the provision of evidence as outlined in the offer letter, which would broadly include the following depending on the scope of the project:

- Project scope;
- Evidence of expenditure (e.g. receipts, invoices or payslips);
- Quantitative beneficiary evidence (e.g. attendance registers);
- Qualitative beneficiary evidence (e.g. user satisfaction survey); and
- Case studies.

This method of monitoring and verification has been previously utilised for Neighbourhood Action Plan funding between 2006 and 2011, and more recently for the Community Pool Category 4 grants. Although effective in collecting detailed project information, this monitoring option will prove to be extremely resource intensive in light of the volume of projects currently being delivered through the Ward Member Budget programme. Given the nature of the Ward Member Budgets programme, a large number of payments made are small in scale; it is therefore questionable whether monitoring and verification visits to small scale projects would be cost effective in terms of Officer time.

6.4 Option 2 – Self assessment monitoring

This option would require any organisation and / or project that is in receipt of Ward Member Budget funding to complete a basic self assessment monitoring exercise.



An offer letter would be issued to each recipient of funding which would outline the self assessment monitoring requirements to be completed at the end of financial year, and would be implemented as a condition of receiving Ward Member Budget funding. The Community Regeneration and Development Team would distribute self assessment monitoring templates to all funding recipients at the end of the financial year and request the completion of a self assessment monitoring template which would ask for basic information on the following areas:

- Project scope;
- Project expenditure;
- Number of beneficiaries; and
- Case studies.

The return of information would be voluntary however should the organisation not comply with the request by the prescribed deadline, it would be made clear that they may not be considered for future funding opportunities made available by the Council. This method of monitoring has been successfully used to collect monitoring information previously, particularly in the case of small scale Neighbourhood Action Plan and Cold Weather Plan funded schemes. It is considerably less resource intensive than the method outlined in Option 1 and provides a sufficient level of information that correlates with the level of funding allocated.

#### 6.5 Option 3 – Retrospective payments

This option would allow recipients of Ward Member Budget funding to draw down their allocation upon production of receipts, which would therefore make the programme self monitoring in terms of expenditure.

This is how the Civic Lottery programme currently operates and has proven to be problematic, particularly for small charitable organisations that have to incur expenditure and be able to obtain a receipt before drawing down funds. In addition to this, this form of monitoring will only provide information on financial expenditure rather than the impact of the project including beneficiaries, outputs and outcomes. The administration of Civic Lottery as a whole is resource intensive given the nature of the payment and monitoring system that has been adopted, and has been further exacerbated by the ward based model that was implemented in August 2013.

#### 6.6 Option 4 – Continue with the current arrangements

In line with the current framework, continue to deliver the programme without any Officer monitoring of Ward Member Budget expenditure.

Whilst this is the least resource intensive option for both Council Officers and recipients of funding, it is acknowledged that this option provides very little feedback to Ward Members on the schemes that they have supported which can be problematic when considering funding projects on an annual basis.

## **7. RISK IMPLICATIONS**

- 7.1 Through the implementation of the application and approval framework, a robust and transparent process has been put in place to ensure that the expenditure of Ward Member Budgets is for the purpose for which it is intended.
- 7.2 In addition to this, consultation with other Ward Members, the community and key partners is required through the application process for Ward Member Budgets to guarantee that monies are not used adversely and that projects and / or schemes are responding to local need. An annual report is taken to Neighbourhood Services Committee for information and all expenditure is reported on a quarterly basis to the Neighbourhood Forums.

## **8. FINANCIAL CONSIDERATIONS**

- 8.1 On 14 February 2013, Council approved a recommendation from Cabinet (4 February 2013) allocating a total of £165,000 for 2013/2014 for Ward Member Budgets, equating to £5,000 per Elected Member. As part of this decision, it was also outlined that any underspend remaining from the 2012/2013 allocation would be carried forward by each individual Ward Councillor for their use in the new financial year.
- 8.2 On 19 September 2013, as part of the 2014/15 budget proposals, Finance and Policy Committee recommended allocating £165,000 from the reserves review to continue Ward Member Budgets in 2014/15 (i.e. £5,000 per Member). It was subsequently recommended by Finance and Policy Committee on 19 December 2013 that the Ward Member Budget allocation for 2014/15 be top sliced by 20% (£1,000 per Ward Member) for the continuation of the Environmental Apprenticeship Scheme, and that any unspent funds from the 2012/13 and 2013/14 allocations be set aside and utilised to continue the Ward Member Budget programme post 2014/15. This was agreed by Full Council on 6 February 2014.
- 8.3 On 30 June 2014, Finance and Policy recommended that the unspent funds of £19,333 from 2012/13 and 2013/14 were returned to the Hart and Seaton Ward Members (£10,500 and £8,833 respectively) for the benefit of their wards. This was agreed by Full Council on 3 July 2014.

## **9. LEGAL CONSIDERATIONS**

- 9.1 Within the original Cabinet decision on 30 April 2012 to approve Ward Member Budgets, it was agreed that a delegation of powers to the Assistant Director (Neighbourhood Services)<sup>1</sup> be awarded; this was facilitated through 'executive arrangements' outlined within the Local Government Act 2000

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<sup>1</sup> From December 2012, this power has fallen to the Director of Regeneration and Neighbourhoods.

which enables decision making powers to be delegated by the executive, individual Portfolio Holders, or through an Officer.

- 9.2 Ward Members Budgets must be used for purposes which originally fell within the 'well being powers' enshrined in the Local Government Act 2000. The well being powers as far as they relate to England have now been repealed under Schedule 1 of the Localism Act 2011 which provides for the 'broader power of competence'. This gives local authorities an explicit freedom to act in the best interests of the community, unless the local authority is prevented from taking that action by common law, specific legislation or statutory guidance. As such, the power of competence can be applied to working in the best interests of Hartlepool Borough Council's Ward Member Budgets.

## **10. EQUALITY AND DIVERSITY CONSIDERATIONS**

- 10.1 There are no direct Equality and Diversity considerations in relation to Ward Member Budgets.

## **11. STAFF CONSIDERATIONS**

- 11.1 The Council's Community Regeneration and Development Team provide the administration function for Ward Member Budgets including supporting project development, completion of submission and decision record paperwork, and the management of payments. Any monitoring option selected will have to be considerate to the capacity of the Team and current workload pressures.

## **12. ASSET MANAGEMENT CONSIDERATIONS**

- 12.1 Asset management considerations are not applicable in this instance.

## **13. SECTION 17 OF THE CRIME AND DISORDER ACT 1998 CONSIDERATIONS**

- 13.1 There are no direct Equality and Diversity considerations in relation to Ward Member Budgets.

## **14. RECOMMENDATIONS**

- 14.1 It is recommended that Neighbourhood Services Committee considers the monitoring options available and implements a programme self assessment monitoring as outlined in Option 2 (Section 6.4) for all Ward Member Budget expenditure.

- 14.2 Continue with option 3 for the Civic Lottery programme and agree a review of the Civic Lottery Programme delivery options, which will be subject to a future report to Neighbourhood Services Committee.

## 15. REASONS FOR RECOMMENDATIONS

- 15.1 Finance and Policy Committee requested at their meeting held on 25 April 2014 that options for monitoring Ward Member Budget expenditure be explored and reported to a future meeting of Neighbourhood Services Committee for their consideration.

## 16. BACKGROUND PAPERS

- 16.1 Cabinet: Minutes (30 April 2012) – Ward Member Budgets  
16.2 Cabinet: Minutes (4 February 2013) – Medium Term Financial Strategy 2013/14 – 2016/17.  
16.3 Council: Minutes (14 February 2013) - Medium Term Financial Strategy 2013/14 – 2016/17.  
16.4 Regeneration and Neighbourhoods Portfolio (12 April 2013) – Ward Member Budgets Report.  
16.5 Finance and Policy Committee: Minutes (23 August 2013) – Review of Civic Lottery and Minor Awards.  
16.6 Finance and Policy Committee: Minutes (19 September 2013) - Medium Term Financial Strategy – Review of Reserves.  
16.7 Regeneration Services Committee: Minutes (26 September 2013) – Environmental Apprenticeship Scheme.  
16.8 Extraordinary Council: Minutes (19 November 2013).  
16.9 Council: Minutes (6 February 2014) – Medium Term Financial Strategy 2014/15 – 2016/17.  
16.10 Finance and Policy Committee: Minutes (25 April 2014) – Community Pool Category 4 Grants 2014/15 Update.  
16.11 Finance and Policy Committee: Minutes (30 June 2014) – Medium Term Financial Strategy 2015/16 – 2018/19.  
16.12 Council: Minutes (3 July 2014) – Medium Term Financial Strategy 2015/16 – 2018/19

## 17. CONTACT OFFICER

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

Adele Wilson  
Community Regeneration & Development Team Leader  
Civic Centre  
Victoria Road  
Hartlepool  
TS24 8AY  
Email [adele.wilson@hartlepool.gov.uk](mailto:adele.wilson@hartlepool.gov.uk)  
Tel: 01429 523703

# NEIGHBOURHOODS SERVICES COMMITTEE

19<sup>th</sup> August, 2014



**Report of:** Director of Regeneration and Neighbourhoods and Chief Finance Officer

**Subject:** STRATEGIC FINANCIAL MANAGEMENT REPORT – AS AT 30<sup>th</sup> JUNE, 2014

## 1. TYPE OF DECISION/APPLICABLE CATEGORY

For Information.

## 2. PURPOSE OF REPORT

2.1 The purpose of the report is to inform Members of the 2014/15 Forecast General Fund Outturn, 2014/15 Capital Programme Monitoring and provide details for the specific budget areas that this Committee is responsible for.

## 3. BACKGROUND AND REPORTING ARRANGEMENTS 2014/15

3.1 The availability and reporting of accurate and up to date financial information will become increasingly important as future budget cuts are implemented and one-off resources are used up.

3.2 The Finance and Policy Committee will continue to receive regular reports which will provide a comprehensive analysis of departmental and corporate forecast outturns, including an explanation of the significant budget variances. This will enable the Finance and Policy Committee to approve a strategy for addressing the financial issues and challenges facing the Council.

3.3 To enable a wider number of Members to understand the financial position of the Council and their service specific areas each Policy Committee will receive a separate reports providing:

- A brief summary of the overall financial position of the Council as reported to the Finance and Policy Committee;
- The specific budget areas for their Committee; and
- The total departmental budget where this is split across more than one Committee. This information will ensure Members can see the whole position for the departmental budget.

### 3.4 Summary of Overall Financial Position

- 3.5 The first report will be submitted to the Finance and Policy Committee on 18<sup>th</sup> August and owing to the timing of meetings, the detail for your committee has been reported before this date. The report will advise Members that there will be an overall underspend in the current year. This position reflects action taken by the Corporate Management Team to achieve underspends to help address the significant financial challenges facing the Council over the next few years and to fund one-off commitments not provided for in the approved 2014/15 budget as these items were not known at the time.
- 3.6 The Corporate Management Team will seek to achieve budget underspends through a combination of robust management actions, including;
- holding posts vacant, which will help reduce the number of compulsory redundancies required to balance the 2015/16 budget;
  - achieving planned 2015/16 savings earlier;
  - careful management of budgets to avoid expenditure where this does not have an adverse impact on services; and
  - taking advantage of current interest rates structures.
- 3.7 The report on the position at 30<sup>th</sup> June 2014 will advise Members that there is currently a net forecast uncommitted budget underspend at the year-end of between £0.547m and £0.662m. These forecasts will be reviewed as the year progresses, particularly in relation to demand led and seasonal budgets.
- 3.8 The June 2014 Medium Term Financial Strategy (MTFS) report emphasised the continued importance of having a multi-year financial strategy owing to the impact of continuing grant cuts and financial risks. On this basis the Finance and Policy Committee approved the Corporate Management Team recommendation that any uncommitted resources achieved from the 2014/15 outturn and / or review of reserves should be allocated to address the following priorities to protect the Council's medium term financial position:
- To fund potential one-off protection costs arising from achieving permanent savings from the Terms and Conditions review, which would enable the full saving to be taken within the 2015/16 budget;
  - To continue the use of one-off resources to support the budget and protect services beyond 2016/17 when the existing one-off funding of £1.648m will run out.
- 3.9 The report to the Finance and Policy Committee recommends that the position on the forecast outturn and the above financial commitments is reviewed as part of the 2015/16 MTFS update in October.

#### 4. 2014/15 FORECAST GENERAL FUND OUTTURN – Neighbourhoods Services Committee

4.1 The Neighbourhoods Services Committee has responsibility for services managed by the Director of Regeneration and Neighbourhoods. Budgets are managed at a Departmental level and therefore a summary of the Departmental position for both Directors areas of responsibility are provided below. The tables set out the overall budget position for each Department broken down by Committee, together with a brief comment on the reasons for the forecast outturn.

##### Budgets Managed by the Director of Regeneration and Neighbourhoods

Budget	Description of Expenditure	June Projected Outturn Adverse/ (Favourable) Worst Case	June Projected Outturn Adverse/ (Favourable) Best Case	Comments
£'000		£'000	£'000	
2,576	Finance & Policy Committee	(105)	(105)	Includes a favourable variance of £80k on Logistics relating to increased external income generation. A favourable variance on NEPO rebates is expected of £25k and it is proposed to create a reserve to fund potential volatility in this area owing to changes in the volume of goods purchased via NEPO contracts in future years.
3,762	Regeneration Committee - Core Services	(5)	(20)	
0	Regeneration Committee - Social Housing	(240)	(240)	Favourable variance of £240k relates to the planned contribution to the Major Repairs Reserve on Social Housing as identified in the business case.
15,606	Neighbourhoods Committee	(105)	(105)	Adverse variance on Car Parking running costs £85k relating to rates and shopping centre service charges. Favourable variance of £65k on Passenger Transport relating to an underspend on demand led services and a surplus on the Trading activities. Favourable variance of £125k relating to S38 income which reflects an underspend in previous years on costs associated with Developments for schemes completed.
<b>21,944</b>	<b>Total Regeneration &amp; Neighbourhoods</b>	<b>(455)</b>	<b>(470)</b>	
<b>Creation of Reserves</b>				
0	Social Housing - Creation of Reserve	240	240	Contribution to the Major Repairs Fund in line with the approved business model for the Empty Homes Project.
0	CC TV Relocation Reserve	190	190	One-off funding required to fund the relocation of the CC TV service following the closure of Greenbank as per the F&P Report 18.8.14.
0	NEPO Rebates Reserve	25	25	Reserve created to manage the risk that income from NEPO rebates will reduce in future years following the introduction of a new recharge methodology.
0	<b>Creation of Reserves Total</b>	<b>455</b>	<b>455</b>	
<b>21,944</b>	<b>Total Regeneration &amp; Neighbourhood - Net of Reserves</b>	<b>0</b>	<b>(15)</b>	



4.2 Further details of the specific budget areas this Committee is responsible for are provided in **Appendix A**.

## 5. CREATION OF DEPARTMENTAL RESERVES

5.1 The outturn projections detailed in the previous section reflects the ongoing assessment of financial risks and/or one-off expenditure commitments and the recommendation that specific reserves are created to manage these issues. This approach will protect the Council's medium term financial position and avoid having to make higher in-year budget cuts when these issues need to be funded.

5.2 Appendix A provides details of the reserves which it is recommended are created for this Committee, and in broad terms these cover the following issues:

- Reserves to fund the phasing of income and expenditure between financial years; or
- Reserves to meet unavoidable one-off financial commitments

## 6. CAPITAL MONITORING 2013/14

6.1 The 2014/15 MTFS set out planned capital expenditure for the period 2014/15 to 2016/17.

6.2 Expenditure against budget to the 30<sup>th</sup> June, 2014 for this Committee can be summarised in the following table and further details are provided in **Appendix B**.

Department	2013/14	2013/14	2013/14	2013/14	2013/14
	Budget	Actual to	Remaining	Re-phased	Variance
	£'000	31/12/13	Expenditure	Expenditure	from Budget
		£'000	£'000	£'000	Adverse/ (Favourable)
					£'000
Regeneration and Neighbourhoods	13,226	865	11,422	939	0
<b>Total</b>	<b>13,226</b>	<b>865</b>	<b>11,422</b>	<b>939</b>	<b>0</b>

## 7. RECOMMENDATIONS

7.1 It is recommended that Members:-

- (i) note the report.

## 8. REASONS FOR RECOMMENDATIONS

8.1 To update the Members on the Committees forecast 2014/15 General Fund Revenue budget outturn and provide an update on the Capital Programme for 2014/15.

**9. BACKGROUND PAPERS**

Medium Term Financial Strategy Report referred to Finance and Policy Committee 4<sup>th</sup> February, 2014.

Quarter 1 Strategic Financial Management Report 18<sup>th</sup> August, 2014

**10. CONTACT OFFICERS**

Denise Ogden  
Director of Regeneration and Neighbourhoods  
[Denise.Ogden@hartlepool.gov.uk](mailto:Denise.Ogden@hartlepool.gov.uk)  
01429 523800

Chris Little  
Chief Finance Officer  
[Chris.little@hartlepool.gov.uk](mailto:Chris.little@hartlepool.gov.uk)  
01429 523003

## REVENUE FINANCIAL MONITORING REPORT FOR FINANCIAL YEAR 2014/15 as at 30th June, 2014

## BUDGETS MANAGED BY THE DIRECTOR OF REGENERATION AND NEIGHBOURHOODS

Approved 2014/2015 Budget  £'000	Description of Service Area	Projected Outturn Variance - Adverse/ (Favourable) Worst Case £'000	Projected Outturn Variance - Adverse/ (Favourable) Best Case £'000	Budget Holders Comments
<b>Neighbourhood Committee</b>				
(72)	Cemetery and Crematoria	0	0	
409	Parks & Countryside	0	0	
32	Allotments	0	0	
(627)	Car Parking	85	85	The variance relates to an overspend on the running costs associated with Car Parks. The cost of Rates and the Shopping Centre Service charge have both increased and work is ongoing to find savings to offset this pressure in 2015/16.
445	Engineering Services	0	0	
1,858	Grounds Maintenance	0	0	
1,939	Highway Maintenance and Insurance	0	0	
(238)	Highways Trading	0	0	
510	Highways Traffic & Transport Management	0	0	
1,417	ITU Passenger Transport	(65)	(65)	The favourable variance relates to an underspend on the demand led service of Home to School Transport along with a surplus generated on the Passenger Transport Trading Account.
213	ITU Road Safety	0	0	
(50)	ITU Strategic Management	0	0	
(33)	ITU Vehicle Fleet	0	0	
(2)	NDORS (National Driver Offender Rehabilitation Scheme)	0	0	
1,215	Network Infrastructure	0	0	
0	Section 38's	(125)	(125)	The favourable variance relates to the balance remaining on S38 contributions received from developers. This income funds the cost of materials testing and professional advice necessary on all new developments, over the lifetime of the development. This is the balance available in 2014/15 after all known schemes have been adopted.
0	Traffic Management	0	0	
2,307	Sustainable Transport	0	0	
1,754	Street Cleansing	0	0	
4,529	Waste & Environmental Services	0	0	
<b>15,606</b>	<b>Regeneration and Neighbourhoods Total</b>	<b>(105)</b>	<b>(105)</b>	

REVENUE FINANCIAL MONITORING REPORT FOR FINANCIAL YEAR 2014/15 as at 30th June, 2014BUDGETS MANAGED BY THE DIRECTOR OF REGENERATION AND NEIGHBOURHOODSPLANNED USE OF RESERVES

The above figures include the 2014/2015 approved budget along with the planned use of Departmental Reserves created in previous years.

The details below provide a breakdown of these reserves

Approved 2014/2015 Budget £'000	Description of Service Area	Planned Usage 2014/2015 £'000	Variance Over/ (Under) £'000	Director's Explanation of Variance
<b>Neighbourhood Committee</b>				
100	Engineering Consultancy	0	(100)	Reserve created to manage trading activities over more than one year and earmarked to fund potential income shortfalls in future years . Early indications are that it will not be required in the current year. There is still the risk of potential income shortfalls in the future and this reserve will provide funding for staff and allow time to react to changes in this market, should they occur.
0	Speed Cameras	16	16	
25	Bikeability	25	0	
<b>125</b>	<b>Total</b>	<b>41</b>	<b>(84)</b>	

## CAPITAL MONITORING REPORT PERIOD ENDING 30th JUNE 2014

## BUDGETS MANAGED BY THE DIRECTOR OF REGENERATION &amp; NEIGHBOURHOOD SERVICES

Project Code	A Scheme Title	EXPENDITURE IN CURRENT YEAR						2014/15 COMMENTS	
		2014/15 Budget £'000	2014/15 Actual as at 30/06/14 £'000	2014/15 Expenditure Remaining £'000	Expenditure Rephased into 2015/16 £'000	C+D+E 2014/15 Total Expenditure £'000	F-B 2014/15 Variance from budget £'000		H Type of financing
<b>Neighbourhoods Committee</b>									
TVBNI	Tees Valley Bus Network Improvement Schemes	1,433	158	1,275	0	1,433	0	GRANT	
7084	Safety Camera Partnership	4	0	4	0	4	0	GRANT	
7272	Wheeler Bin Purchase	60	4	56	0	60	0	UDPB	
7375	Countryside Development Work	14	0	14	0	14	0	UDPB	
7382	Greatham Play Area Equipment	9	0	0	9	9	0	CORP RES	
7508	Anhydrite Mine	107	0	0	107	107	0	CORP RES	The rephased element relates to monitoring to be carried out in future years.
7530	Section 106 Fund - To be Allocated	425	0	322	103	425	0	GRANT	The level of expenditure for the current year is under review and will be reported to a future Finance and Policy meeting. The amount shown here is a provisional estimate based on known commitments, with the balance to be rephased.
7651	Burn Valley Beck	40	0	40	0	40	0	MIX	
7821	Household Waste Recycling Centre Improvements	22	0	22	0	22	0	UDPB	
7852	TESCO Section 106 Highways Works	216	0	0	216	216	0	GRANT	The proposed use of this funding is under review and has been shown as rephased until this is confirmed.
7990	Bandstand Shutters	4	0	0	4	4	0	MIX	
8121	Re-Development	1	0	1	0	1	0	CORP RES	
8123	Review of Strategy Study North Sands to Newburn Bridge	17	9	8	0	17	0	GRANT	
8299	Playgrounds	65	0	65	0	65	0	GRANT	
8394	Library Improvements	55	3	52	0	55	0	MIX	
8444	Town Wall Strengthening	931	213	718	0	931	0	GRANT	
8445	Seaton Carew Coast Protection	409	163	246	0	409	0	GRANT	
8575	Padstow Close Flood Resilience Measures	4	1	3	0	4	0	GRANT	
8581	Briarfield Allotments Track Replacement	3	0	3	0	3	0	GRANT	
8583	Brierton Allotment Fence	6	0	6	0	6	0	UDPB	
8584	Chester Road Allotment Fence	11	0	11	0	11	0	UDPB	
8585	Nicholson Field Allotment Improvements	73	0	73	0	73	0	UDPB	
8591	Coastal Management Strategy Crimdon/Newburn Bridge	500	0	0	500	500	0	UDPB	To be used as match funding for the Headland Sea Wall scheme in 2015/16.
8644	Road Safety Equipment	15	0	15	0	15	0	GRANT	
8703	Morrison Hall Loan to New Deals for Communities Trust	450	0	450	0	450	0	UDPB	
8704	Haswell Av Allotments - Security Fencing	17	0	17	0	17	0	UDPB	
8706	Stranton Allotments - Car park	52	0	52	0	52	0	UDPB	
8707	Brierton Site - Macauley Rd Parking	143	0	143	0	143	0	CORP RES	
Brie	Brierton Site Development	817	179	638	0	817	0	MIX	
LTP	Local Transport Plan - Highways Capital Maintenance Schemes	1,929	72	1,857	0	1,929	0	GRANT	
8696	Street Lighting Replacement	4,980	17	4,963	0	4,980	0	GRANT	
ST	Stranton Cremators & Tanfield	238	46	192	0	238	0	MIX	
8648	Safety Camera Partnership	20	0	20	0	20	0	RCCO	
8705	Nicolson Field Allotments - Security Improvements	125	0	125	0	125	0	UDPB	
7531	Adult Education - Office Accommodation	20	0	20	0	20	0	CORP RES	
8429	Adult Education - Replace IT Equipment	11	0	11	0	11	0	CORP RES	
	<b>Neighbourhoods Committee Total</b>	<b>13,226</b>	<b>865</b>	<b>11,422</b>	<b>939</b>	<b>13,226</b>	<b>0</b>		

## Key

RCCO	Revenue Contribution towards Capital	Grant Funded
MIX	Combination of Funding Types	Capital Receipt
UCPB	Unsupported Corporate Prudential Borrowing	Unsupported Departmental Prudential Borrowing
SCE	Supported Capital Expenditure (Revenue)	Supported Prudential Borrowing