



Chief Executive's Department  
Civic Centre  
HARTLEPOOL

27 June, 2016

Councillors C Akers-Belcher, S Akers-Belcher, Barclay, Beck, Belcher, Black, Buchan, Clark, Cook, Cranney, Hall, Hamilton, Harrison, Hind, Hunter, Jackson, James, Lauderdale, Lawton, Lindridge, Loynes, Martin-Wells, Moore, Dr. Morris, Richardson, Riddle, Robinson, Sirs, Springer, Tempest, Tennant, Thomas and Thompson

Madam or Sir,

You are hereby summoned to attend the COUNCIL meeting to be held on THURSDAY, 7 JULY 2016 at 7.00 p.m. in the Civic Centre, Hartlepool to consider the subjects set out in the attached agenda.

Yours faithfully

G Alexander  
Chief Executive

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# COUNCIL AGENDA



**Thursday 7 July 2016**

**at 7.00 pm**

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

- (1) To receive apologies from absent Members;
- (2) To receive any declarations of interest from Members;
- (3) To deal with any business required by statute to be done before any other business;
- (4) To approve the minutes of the last meetings of the Council held on 24 May 2016 and the Annual Council meeting held on 26 May 2016 as the correct record;
- (5) To answer questions from Members of the Council on the minutes of the last meeting of Council;
- (6) To deal with any business required by statute to be done;
- (7) To receive any announcements from the Chair, or the Head of Paid Service;
- (8) To dispose of business (if any) remaining from the last meeting and to receive the report of any Committee to which such business was referred for consideration;
- (9) To consider reports from the Council's Committees and to receive questions and answers on any of those reports;

- (10) To consider any other business specified in the summons to the meeting, and to receive questions and answers on any of those items;
  - (1) Presentation by Armed Forces Champion.
- (11) To consider reports from the Policy Committees:
  - (a) proposals in relation to the Council's approved budget and policy framework;
    - (1) Invitation from the Department for Communities and Local Government to apply for a 4-Year Government Funding Settlement for 2016/17 To 2019/20.
  - (b) proposals for departures from the approved budget and policy framework;
- (12) To consider motions in the order in which notice has been received; and
- (13) To receive the Chief Executive's report and to pass such resolutions thereon as may be deemed necessary;
- (14) To receive questions from and provide answers to the public in relation to matters of which notice has been given under Rule 11;
- (15) To answer questions of Members of the Council under Rule 12;
  - a) Questions to the Chairs about recent decisions of Council Committees and Forums without notice under Council Procedure Rule 12.1
  - b) Questions on notice to the Chair of any Committee or Forum under Council Procedure Rule 12.2
  - c) Questions on notice to the Council representatives on the Police and Crime Panel and Cleveland Fire Authority
  - d) Minutes of the meetings held by the Cleveland Fire Authority held on 1 April 2016 and the draft minutes of the Police and Crime Panel held on 4th February, 2016.



# COUNCIL

## MINUTES OF PROCEEDINGS

### 24 May 2016

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

#### PRESENT:-

The Deputy Ceremonial Mayor (Councillor Cranney) presiding:

#### COUNCILLORS:

C Akers-Belcher	S Akers-Belcher	Barclay
Beck	Belcher	Black
Buchan	Clark	Cook
Hamilton	Harrison	Hind
Hunter	Jackson	James
Lauderdale	Lawton	Lindridge
Loynes	Martin-Wells	Moore
Dr Morris	Richardson	Riddle
Robinson	Sirs	Springer
Tempest	Tennant	Thomas
Thompson		

Officers: Gill Alexander, Chief Executive  
 Peter Devlin, Chief Solicitor  
 Andrew Atkin, Assistant Chief Executive  
 John Morton, Assistant Chief Finance Officer  
 Sally Robinson, Director of Child and Adult Services  
 Denise Ogden, Director of Regeneration and Neighbourhoods  
 Alastair Rae, Public Relations Manager  
 Amanda Whitaker, Denise Wimpenny, Democratic Services Team

Prior to the commencement of business, the Deputy Ceremonial Mayor referred in terms of regret to the recent death of Honorary Alderman Victor Burton. Members stood in silence as a mark of respect.

The Deputy Ceremonial Mayor referred in terms of regret to the recent death of Honorary Freeman Jim Rogers. Members stood in silence as a mark of respect.

#### 170. APOLOGIES FOR ABSENT MEMBERS

Councillor Hall

#### 171. DECLARATIONS OF INTEREST FROM MEMBERS

None

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

None

173. MINUTES OF PROCEEDINGS

The Minutes of Proceedings of the Council held on the 17 March 2016, having been laid before the Council.

RESOLVED - That the minutes be confirmed.

The minutes were thereupon signed by the Chairman.

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

None

175. BUSINESS REQUIRED BY STATUTE

None

176. ANNOUNCEMENTS

None

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

None

178. TO RECEIVE REPORTS FROM THE COUNCIL'S COMMITTEES

None

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

1. Periodic Review of the Council's Constitution – Report of Monitoring Officer

Further to minute 163(1), the Monitoring Officer presented a report which set out the issues and decisions made at the Council meeting on 17 March 2016. Members were reminded that the following items were to be considered further by Council:-

- i) Supplementary questions for Members of the Public be reinstated in their previous form.
- ii) That the requirement for signatories to “Call in” a Policy Committee decision to be reduced to 5 Members (from the present requirement of 17).
- iii) That this Council believes the current rules around debate within the context of full Council meetings are too restrictive and prevent full and reasoned debate. Therefore Council resolves to conduct a full review of Part 4 of our Constitution (Rules of Procedure) and invites contributions from Officers, Members and the Public.
- iv) That the 7 clear working days rule for submission of Motions and questions is not practicable and that Council should resolve to shorten that period to 3 days.
- v) That “all Constitutional matters, in the first instance, be referred to the Monitoring Officer, automatically as part of the 6 monthly Constitutional Review and should be articulated in the Council’s Constitution. The Monitoring Officer be requested at the same time, to take soundings from Members how best to deal with the Motions to Council. This will still ensure that Members make constitutional decisions in line with the reports presented by the Council’s Monitoring Officer on a 6 monthly basis”.

As the issues surrounding supplementary questions, rules around debate, submission of Motions/Questions and a reference to the Monitoring Officer for a mechanism for a review, were largely matters referenced in Part 4 of the Council’s Constitution (namely the Council Procedure Rules) such matters were agreed to be considered through a “Members Seminar”. Council had determined previously that the public should be invited to such meetings. There were provisional dates for the Members’ Seminar presented to Council and Members’ views were sought on those dates. It was reported that mention had been made of the “Face the Public Events” and its present link with the Neighbourhood Forums (and also with the “Youth Parliament”). It was suggested that this particular item be referenced also within the Members’ Seminar for further discussion and consideration.

The Monitoring Officer advised that there was concern relating to Motions (irrespective of questions) being subject to a shortened notice period of 3 days as opposed to the present ‘7 clear working days’. It was highlighted that there was a statutory requirement for a summons to attend a meeting and public notice of the agenda, specifying the business to be transacted to have at least seven clear days notice. The applicable Council Procedure Rule therefore applied as a prerequisite the time period governed by legislation. It was therefore recommended that there be no change to this particular procedure rule as otherwise Council would be failing to observe and would be in conflict with prevailing statutory requirements.

Members were advised that since the Council meeting on the 17<sup>th</sup> March 2016, a request had been made through the Council's Section 151 Officer for a review of the Budget Process. The existing tabulation of dates in the Budget Process included two meetings in February of each year, one to consider and approve the Council Tax level and a second to approve the calculation which incorporated the precepts approved by the Police and Crime Commissioner, Cleveland Fire Authority and the Parish Councils within the Borough. It had been suggested through Elected Members, that there be consolidation of these two meetings. This had been accommodated within the revised document, appended to the report, upon which the approval of Council was sought.

It was noted that an earlier report to the Audit and Governance Committee and a presentation made to Elected Members had provided a formative view on the subject of "Non Statutory Sanctions" in connection with a breach by a Member of the Council's Code of Conduct. The Department for Communities and Local Government had invited responses following a case involving Saddleworth Parish Council. Further, they were also inviting representations as to the present "action" based system involved with the Code of Conduct regime. The procedure which was tabled before the Audit and Governance Committee was appended to the report for the general information of Members. However, the views of Members were requested as to whether the particular initiative should be referred to the Members Seminar or referred back to the Audit and Governance Committee on the basis of making representations to the Department of Communities and Local Government with support for the re-introduction of a sanctions based system.

#### RESOLVED –

- (1) That there is no change to Council Procedure Rule 13.1 and that a Notice of Motion must comply with the '7 clear working days' requirement.
- (2) That Members' Seminars be held, as set out in the report.
- (3) That Appendix 2 to be inserted at Figure 1 "Summary of Budget Process" within the Budget and Policy Procedure Framework Procedure Rules.
- (4) That the initiative to have "Non Statutory Sanctions" be referred back to the Audit and Governance Committee to make representations to the Department of Communities and Local Government.

#### 180. REPORT FROM THE POLICY COMMITTEES

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

None

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

None

#### 181. MOTIONS ON NOTICE

None

#### 182. TO MAKE APPOINTMENTS TO COMMITTEES, FORUMS AND OTHER BODIES AS REQUIRED BY THE CONSTITUTION

The proposed membership of Committees, Forums and other bodies had been circulated. An invitation had been extended to leaders of the political groups and independent members of the Council to make nominations for the position of Chairs and Vice Chairs. These were indicated on the schedules which had been circulated.

Votes were taken on the contested positions in accordance with Council Procedure Rule 17.

Councillor Black withdrew his nomination to the Audit and Governance Committee.

The following labour nominations were provided at the meeting:-

Adult Services Committee – Councillors Hamilton, Sirs and Tempest  
Children's Services Committee – Councillors Beck, Harrison and Hamilton  
Appointments Panel – Councillors Barclay, Cranney, James and Tempest

#### RESOLVED -

- (1) That the following appointments are made:-

Chair Children's Services Committee – Councillor Clark

As a result of the appointment of Councillor Clark as Chair of Children's Services Committee, the Chief Executive reported that Councillor Clark was appointed also to the Finance and Policy Committee.

Vice Chair Audit and Governance Committee – Councillor Cook

Planning Committee – The Chair (Councillor S Akers-Belcher) and Vice Chair (Councillor Lawton) were appointed uncontested. The following Members were appointed to the remaining seats on the Committee:-

Councillors Barclay, Belcher, Black, Cook, James, Robinson, Martin-Wells, Morris and Loynes

- (2) That the Members indicated to the remaining positions of Chair and Vice-Chair, detailed in the circulated proposed membership documentation, in each case be appointed to those offices.
- (3) That the remaining positions on Committees, Forums and other bodies, details of which are included in the Council's minute book, be constituted with the membership as indicated.

### 183. TO MAKE APPOINTMENTS TO JOINT COMMITTEES AND OTHER OUTSIDE BODIES WHERE APPOINTMENT IS RESERVED TO COUNCIL

A list setting out suggested representatives on joint committees and other outside bodies had been circulated prior to this meeting of full Council. Prior to the meeting the leaders of the political groups and independent Members had been invited to make nominations. Council was requested to agree the suggestions as set out in the document, the format of which reflected the division of outside body list in Part 7 of the Constitution. At the meeting votes were taken on the contested positions.

#### RESOLVED –

- (1) That the following appointments be approved:-

Cleveland Fire Authority – Seat 3, Councillor Martin-Wells.

North Eastern Inshore Fisheries and Conservation Authority –  
Chair of Regeneration Services Committee/Councillor Cranney

Tees Valley Joint Health Scrutiny Committee – Seat 1 allocated  
to Chair of Audit and Governance Committee. Seats 2 and 3  
Councillors Belcher and Harrison

Standing Advisory Council for Religious Education – Councillors  
Clark and Sirs

Tees Valley Arts – Board of Directors – Councillor Harrison

Tees Valley Combined Authority Audit and Governance  
Committee – Councillor S Akers-Belcher

Age UK Teesside - Councillor Thomas (Older Person's  
Champion)

Fairtrade Town Steering Group – Councillor Richardson

Teesmouth Field Centre – Councillor Springer, following  
withdrawal of Councillor Lawton's nomination.

- (2) That the remainder of the nominations, as detailed in the Council's minute book, be appointed as the Council's representatives on joint committees and other outside bodies.
- (3) That the nominations to the vacancies set out in the Schedule are approved as follows:-

Cleveland Police and Crime Panel – Councillor Lindridge (2<sup>nd</sup> seat)

Henry Smith Educational Charity – Councillors Robinson and Thomas

Preston Simpson Scholarship in Music – Councillor Tempest

- (4) That as there continued to be no nominations to the Hartlepool Credit Union, the Chief Solicitor agreed to write to the Credit Union and report back to Members.

#### 184. BETTER HEALTH PROGRAMME – APPOINTMENTS TO A JOINT HEALTH SCRUTINY COMMITTEE

The Chief Executive reported that the Better Health Programme (formerly Securing Quality in Health Services (SeQIHS)) was exploring how patient health and social care needs could be most effectively delivered, now and in the future. A proposal for the establishment of a Joint Health Scrutiny Committee, consisting of representatives from Darlington Borough Council, Durham County Council, Hartlepool Borough Council, Middlesbrough Borough Council, Redcar and Cleveland Borough Council and Stockton-upon-Tees Borough Council, had been considered by the Audit and Governance Committee on the 3<sup>rd</sup> March 2016. The Audit and Governance Committee had agreed as follows:

- To the establishment of the Better Health Programme Joint Health Scrutiny Committee; and
- That the membership of the Joint Committee should consist of three Elected Members from each Local Authority, reflecting the political balance of each constituent Council.

#### RESOLVED -

That the following three Members be appointed to serve on the Better Health Programme Joint Health Scrutiny Committee:-

Chair of Audit and Governance Committee, Councillor Martin-Wells and Councillors S Akers-Belcher and Cook.

#### 185. ASSISTED REPRODUCTIVE UNIT AT THE UNIVERSITY OF HARTLEPOOL HOSPITAL - UPDATE

The Chief Executive reported that Council on the 17<sup>th</sup> March 2016 had approved the recommendations of the Audit and Governance Committee in relation to the North Tees and Hartlepool Foundation Trust's decision to close the Assisted Reproduction Unit (ARU) at the University Hospital of Hartlepool, with effect from the 31<sup>st</sup> March 2016.

Members were advised that an informal letter had been sent to the Secretary of State for Health, which was appended to the report. In addition to this, legal action initiated by Hartlepool Borough Council had culminated in a High Court hearing on the 5<sup>th</sup> April 2016, at which a Consent Order had been agreed. A full copy of the Order was appended to the report and was summarised by the Chief Executive. The Chief Solicitor advised Council at the meeting that as the Trust had agreed the Consent Order, it would be prudent at this time to delay submission of the formal referral to the Secretary of State, pending completion of the consultation, as required by the Consent Order.

In taking the issue forward within the prescribed timescale, the independent Clinical Review Team established through the Northern Clinical Senate, had commenced its review and would be formulating proposals for further consultation. The Clinical Commissioning Group had confirmed that it was the co-ordinating body in relation to the issue and a consultation timetable was in the process of being finalised, with discussions ongoing to facilitate the inclusion of overview and scrutiny as a statutory consultee.

During the debate following presentation of the report, the Chair of Audit and Governance Committee updated Council on the current position in relation to the Assisted Reproductive Unit at the University of Hartlepool Hospital. Members expressed their support of the actions which had been taken by the Chair and Members of the Audit and Governance Committee.

In response to concerns expressed regarding the timescale for consultation, the Chief Solicitor referred to the terms of the Consent Order and advised that a view had been sought from the Clinical Commissioning Group and the Clinical Senate in terms of the consultation timescale.

RESOLVED - That the update be noted.

#### 186. PROPOSED MERGER OF THE TEESSIDE AND HARTLEPOOL CORONER AREAS.

Members were advised that this item had been considered at Council on 21 January, 2016, when it had been resolved to support the 'slotting in' of the existing Senior Coroner for Hartlepool in any amalgamation of the Teesside and Hartlepool Coroner Areas. The Ceremonial Mayor had written to the Lord Chancellor and Secretary of State for Justice to this effect and a response had been received through Caroline Dinanage MP, Parliamentary Under-Secretary of State dated 23 March, 2016.

Members were reminded that following the retirement of the then Senior Coroner for Teesside, a Business Case had been submitted to the Ministry of

Justice and the Chief Coroner supporting a proposed amalgamation but with Hartlepool favouring a 'slotting in' appointment to the role of a Senior Coroner in any merger. A position that was consistent with the Chief Coroner's Guidance Note No: 6 'The Appointment of Coroners'. Ultimately, the three local authorities comprising the Teesside area favoured appointment of a Senior Coroner in any amalgamated jurisdiction through 'open competition'. However, there was also the request for the Ministry of Justice to indemnify those authorities in following such a process. Whilst it was a matter for a local authority to make an appointment of a Senior Coroner, such an appointment required the consent of the Lord Chancellor in unison with the Chief Coroner.

The response received was appended to the report and recognised the 'conflicting positions' of the local authorities. At this time the Minister had 'decided not to proceed with the merger'. It was also made comment that the Minister was encouraged by 'the close working between those who work in the Hartlepool and Teesside coroner services' and should circumstances change in the future, then the Ministry would endeavour to work with the authorities 'in any future merger discussions'. The response also recognised and paid tribute to the 'dedication' and 'valuable work' undertaken by the Senior Coroner for Hartlepool and his team.

RESOLVED – That the present position be noted.

#### 187. APPOINTMENTS PANELS

Council was requested to note that an Appointments Panel would be established for the following posts;

Assistant Director – Economic Growth and Regeneration  
Assistant Director – Environment and Neighbourhoods

It was noted that the Panel would consist of those members appointed to the Panel earlier in this meeting.

RESOLVED – That the report be noted.

#### 188. PUBLIC QUESTION

##### 1. From Julie Gretton to Chair of Finance and Policy Committee

*"I would like to know and have it explained in full and a full breakdown at the next council meeting as to why on my council tax bill I am paying £55 for a loan repayment which I did not ask the council to take out on my behalf, also I would like a full documented break down as to why I'm paying £55 for others ? what does this involve and also why I'm paying £5 for consumer services. I understand the council have funds that can pay this loan in full without having to pass it on to the tax payer."*

The Chair of Finance and Policy Committee responded that he was pleased that the question had been asked as it provided an opportunity to highlight the detailed information the Council provided with the annual Council Tax bill. The Chair highlighted that Councils were not required to provide the information this Council provided in the Council Tax leaflet. However, for many years this Council had provided this information as the Council believed that it was important to explain the financial challenges facing the Council and the services Council Tax paid for. The Chair advised that it was his understanding that in most areas Councils did not provide a breakdown of Council Tax across key services areas at the level of detail provided by this Council. This wasn't a position which the Chair agreed with as he considered that all Councils should provide the breakdown of Council Tax at the level provided by this Council.

With regard to the specific questions regarding individual lines on the Council Tax leaflet, the Chair provided the following explanations:

#### Council Tax line titled - Loan Repayments

In accordance with national regulations all Councils borrow money to pay for assets which will be used to provide services for many years, such as the construction of schools, roads, libraries, coast protection works etc. These loans are then paid off over a number of years based on the useful life of the individual assets. The loan repayments consist of an annual amount to repay the loan and an interest cost. In essence the Council's loans are the equivalent of a household's mortgage. The Council's annual loan costs (i.e. annual amount to repay the loan and interest cost) account for 5.6% of the overall Council Tax charge. As indicated in the question the amount paid in the current year is £55. In 2014/15 the equivalent amount was £64.88. Therefore, since 2014/15 the Council had reduced loan repayment cost by 15% and this had been achieved by carefully managing historic loans to achieve lower interest rates. The Council was continuing to review opportunities to make further recurring saving next financial year (i.e. 2017/18). The Council does not have funds to repay to these loans. The Council does have reserves to meet one-off commitments, including supporting the revenue budget over the next three years and helping to address the impact of the Valuation Office Agency decision to reduce the Power Station Rateable Value by 48%. As these reserves will be used over a number of years the Council temporarily uses some of these monies to offset the need to borrow, in much the same way as a house hold might have an offset mortgage. This helps reduce costs.

#### Council Tax line titled - Other

The information detailed in the Council Tax leaflet highlights the main services funded from Council Tax. As it would not be practical within the space available on the Council Tax leaflet to list all services the following services are grouped under the heading of 'other':

- Costs shared with other Councils to enable all Councils to benefit from economies of scale - contribution towards the costs of Magistrates and Probation Services, Coroner's Service, North Eastern Sea Fisheries Levy, Flood Defence Levy paid to the Environment Agency and

Emergency Planning. These costs are statutory contributions which Council's are required to make.

- Specific Council Services - School Crossing Patrols, Modern Apprentice posts, landlord enforcement, housing standards, managing the disabled adaptations programme, local flood defence, the cost of collecting Council Tax and Business Rates, the cost of running and maintaining administrative buildings, External Audit Fees, the cost of Members' Allowances and Ward Member Budgets.

Council Tax line titled - Consumer Services – this covers Environmental Health services - including inspecting businesses for health and safety, food hygiene and food standards, Trading Standards, various licensing functions a related to public protection issues and the provision of the Outdoor Market.

The Chair advised that he hoped the explanations were helpful in understanding the wide range of services Council Tax pays for – services which he believed played an essential role in making Hartlepool a good place to live. He also hoped the explanations helped everyone understand the increasing importance Council Tax plays in funding Council services at a time when the Government continues to make savage cuts in the grants they provide to Hartlepool.

The Chair concluded that if there were any further suggestions to improve clarity, he was more than happy to consider these as part of the future budget process.

## 2. From Carl Robertson to Chair of Children's Services Committee

*"With applications being approved for 262 Family homes to be built in the former Middle Warren Area 15 and also 12 Family homes to be built on the former King Oswy Public House Site.*

*Can you please tell me if there will be any additional schools built within the Middle Warren, Throston Grange, King Oswy, Bishop Cuthbert, Clavering or West View areas to be able to accommodate the children that will be living with their families in these houses.*

*Can you please tell me if there is to be no new schools built, will the current schools within these areas be extended to be able to accommodate more children within the catchment areas for the 5 Schools currently in the area that I am aware of."*

The Chief Executive reported that Mr Robertson had been contacted prior to this meeting to highlight that the Chair of Children's Services Committee would be appointed earlier in this meeting. Mr Robertson had agreed that, under the circumstances, he would accept a written answer to his question. The Chief Executive advised that a written response would be forwarded to Mr Robertson, a copy of which would be circulated to all Councillors.

## 3. From Mr Hewitt to Chair of Children's Services Committee

*“Are HBC sure that children in their care are tucked up in bed at night and not roaming the streets?”*

The Chief Executive reported that Mr Hewitt had been contacted prior to this meeting to highlight that the Chair of Children’s Services Committee would be appointed earlier in this meeting. A response had not been received from Mr Hewitt. Due to the circumstances, it was agreed that the question be deferred for consideration at the next Ordinary Council meeting.

#### 189. QUESTIONS FROM MEMBERS OF THE COUNCIL

- a) Questions to the Chairs about recent decisions of Council Committees and Forums without notice under Council Procedure Rule 12.1

None

- b) Questions on notice to the Chair of any Committee or Forum under Council Procedure Rule 12.2

None

- c) Questions on notice to the Council representatives on the Police and Crime Panel and Cleveland Fire Authority

None

- d) Minutes of the meetings held by the Cleveland Fire Authority and the Police and Crime Panel

The minutes of the meeting of the Cleveland Fire Authority held on 12 February 2016 were noted.

The meeting concluded at 8 p.m.

DEPUTY CEREMONIAL MAYOR

# **COUNCIL**

## **MINUTES OF PROCEEDINGS**

### **26 May 2016**

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

**PRESENT:-**

The Ceremonial Mayor (Mary Fleet) presiding:

**COUNCILLORS:**

C Akers-Belcher	S Akers-Belcher	Barclay
Beck	Belcher	Black
Buchan	Clark	Cook
Cranney	Hall	Hamilton
Harrison	Hunter	Jackson
James	Lauderdale	Lawton
Lindridge	Loynes	Martin-Wells
Moore	Dr Morris	Richardson
Robinson	Sirs	Springer
Tempest	Tennant	Thomas

Officers: Gill Alexander, Chief Executive  
Alyson Carman, Legal Services Manager/Solicitor  
Amanda Whitaker, Democratic Services Team

#### **1. APOLOGIES FOR ABSENT MEMBERS**

Councillor Thompson

#### **2. APPOINTMENT OF CEREMONIAL MAYOR**

Nominations had been sought for the office of Ceremonial Mayor of the Borough of Hartlepool for the ensuing year.

Nomination moved by Councillor Clark and seconded by Councillor Jackson:-

“That Councillor Cook be elected as Ceremonial Mayor of the Borough of Hartlepool for the ensuing municipal year”.

Nomination moved by Councillor Black and seconded by Councillor Springer:-

“That Councillor Lauderdale be elected as Ceremonial Mayor of the Borough of

Hartlepool for the ensuing municipal year”.

The vote was put.

The Chief Executive announced that Councillor Cook had been elected as Ceremonial Mayor of the Borough for the ensuing municipal year.

The Ceremonial Mayor signed the Declaration of Acceptance of Office

**Councillor Cook (Ceremonial Mayor) presiding.**

The Ceremonial Mayor returned thanks for his appointment and addressed the Council.

**3. VOTE OF THANKS**

A vote of thanks was proposed by Councillor Clark and seconded by Councillor Cranney to the retired Ceremonial Mayor for the admirable way in which she had discharged her duties during her term of office.

**4. ADDRESS BY RETIRED CEREMONIAL MAYOR**

The retired Ceremonial Mayor expressed her appreciation to the proposer and seconder for their kind words and paid tribute to those who had supported her in her role as Ceremonial Mayor.

**5. APPOINTMENT OF DEPUTY CEREMONIAL MAYOR**

The Ceremonial Mayor requested nominations for the office of Deputy Ceremonial Mayor for the Borough of Hartlepool for the ensuing municipal year:

Nomination made by Councillor S Akers-Belcher and seconded by Councillor C Akers-Belcher:-

“That Councillor Beck be elected as Deputy Ceremonial Mayor of the Borough of Hartlepool for the ensuing municipal year”.

Nomination made by Councillor Moore and seconded by Councillor Tennant:-

“That Councillor Lauderdale be elected as Deputy Ceremonial Mayor of the Borough of Hartlepool for the ensuing municipal year”

The vote was put.

The Chief Executive announced that Councillor Beck had been elected as the Deputy Ceremonial Mayor of the Borough for the ensuing municipal year.

The Deputy Ceremonial Mayor signed the Declaration of Acceptance of Office.

6. ADDRESS BY DEPUTY CEREMONIAL MAYOR

The Deputy Ceremonial Mayor addressed the Council thanking his proposer and seconder for their kind words.

7. DECLARATIONS OF INTEREST

None

8. MINUTES OF PROCEEDINGS

The Minutes of Proceedings of the Council held on the 24 May 2016, had been laid before the Council.

RESOLVED - That the minutes be deferred for consideration at the next Ordinary Council meeting.

9. ANNOUNCEMENTS

None

10. ORDINARY MEETINGS OF THE COUNCIL

A schedule of Council meetings for the municipal year 2016/17 had been submitted for approval.

RESOLVED – That the schedule be approved subject to the date of the Council meeting scheduled for 30<sup>th</sup> June being changed to 7<sup>th</sup> July.

The meeting concluded at 8.00 p.m.

CEREMONIAL MAYOR

# COUNCIL REPORT

7 July 2016



**Report of:** Finance and Policy Committee

**Subject:** INVITATION FROM THE DEPARTMENT FOR COMMUNITIES AND LOCAL GOVERNMENT TO APPLY FOR A 4-YEAR GOVERNMENT FUNDING SETTLEMENT FOR 2016/17 TO 2019/20.

## 1. PURPOSE OF REPORT

- 1.1 The purpose of the report is to inform Council of the opportunity to sign up to a 4-year Government funding settling and to enable Council to consider the recommendation from the Finance and Policy Committee in relation to this issue.

## 2. BACKGROUND

- 2.1 In accordance with the Constitution the Finance and Policy Committee is responsible for referring detailed budget proposals to Council for consideration. As the opportunity to apply for a 4-year Government funding settlement will determine a significant component of the funding available for Council services up to 2019/20 the decision on whether to pursue this issue needs to be made by Council.
- 2.2 The 4-year Government funding settlement offer includes the funding allocated for the current financial year i.e. 2016/17. Therefore, if Members approve the recommendation to apply for a 4-year settlement this will effectively provide funding certainty for a further 3-years'.
- 2.3 This issue was considered by the Finance and Policy Committee on 20<sup>th</sup> June 2016 as part of the Medium Term Financial Strategy 2017/18 to 2019/20 update report. The information reported to the Finance and Policy Committee is detailed in the next section.

## 3. EXTRACT FROM "SECTION 5 – MULTI-YEAR SETTLEMENT" OF THE FINANCE AND POLICY COMMITTEE REPORT OF 20<sup>th</sup> JUNE 2016

- 3.1 In December 2015 the Department for Communities and Local Government (DCLG) announced details of an opportunity for councils to sign up to a 4-year Government funding settlement. Further information on these arrangements was provided in March 2016. This confirms that the multi-year settlement

offer covers the period up to 2019/20 and relates to Revenue Support Grant, Transitional Grant and Rural Services Delivery Grant.

- 3.2 In addition, top-up grant in 2017/18, 2018/19 and 2019/20 will not be altered for reasons related to the relative needs of local authorities, and the final year may be subject to the implementation of the 100% Business Rates retention system.
- 3.3 In accordance with existing regulations the Government will still need to obtain Parliament's approval of these figures each year. The DCLG has stated that "barring exceptional circumstances and subject to the normal statutory consultation process for the local government finance settlement, the Government expects these to be the amounts presented to Parliament each year". Whilst, this is not a 100% guarantee it is clear that DCLG is committed to the principle of a 4-year funding settlement. Furthermore, the Secretary of State has stated
- "Of course this offer is entirely optional. It is open to any council to continue to work on a year-by-year basis, but I cannot guarantee future levels of funding to those who prefer not to have a 4-year settlement".
- 3.4 It is not yet known if the 'Public Sector Efficiency Review' announced in the Chancellor's March 2016 will be deemed by the Government to be 'exceptional circumstances' and therefore result in an additional 2019/20 funding cut for those authorities which sign up to a 4-year settlement.
- 3.5 On the basis of the above statements the Chief Finance Officer and Corporate Management Team recommended that the Council's funding allocations for the period up to 2019/20 will best be protected by signing up to the multi-year settlement for 2017/18 to 2019/20. This advice is based on the clear indication from the Secretary of State and DCLG that they argued hard with the Treasury for a 4-year settlement for Local Authorities, as requested by the sector. The advice also reflects the anticipation that most authorities will seek a 4-year settlement on the basis of this providing certainty and is the 'best' deal local authorities will get from the Government.
- 3.6 For Hartlepool a 4-year settlement will cover the following grants, as Hartlepool does not receive Transitional Grant, or Rural Services Delivery Grant allocations.

Hartlepool funding covered by multi-year settlement

2016/17 £'m		2017/18 £'m	2018/19 £'m	2019/20 £'m
18.210	Revenue Support Grant	13.790	10.800	7.780
7.510	Top Up Grant	7.660	7.880	8.140
25.720	Total	21.450	18.680	15.920
14.6%	Percentage reduction from previous year	16.6%	12.9%	14.8%

3.7 To access the multi-year settlement Councils simply need to send an email or a letter to DCLG by 14<sup>th</sup> October 2016 and include a link to the Council's published efficiency plan. DCLG do not intend providing further guidance on what an efficiency plan should contain and have simply indicated that they should:

- be locally owned and driven;
- show how this greater certainty can bring about opportunities for further savings;
- cover the full 4-year period (2016/17 to 2019/20); and
- be open and transparent about the benefits this will bring to both your council and your community.

3.8 The Chief Finance Office verbally advised the Finance and Policy Committee that the Local Government Association (LGA) and the Chartered Institute of Public Finance and Accountancy (CIPFA) are currently preparing 'good practise' guidelines for Efficiency Statements. It is anticipated that this information will be available before the submission date of 14<sup>th</sup> October and the Council's draft efficiency plan will be updated to reflect this guidance.

#### **4. RECOMMENDATIONS**

4.1 It is recommended by the Finance and Policy Committee that:

- i) The Council applies for a 4-year Government funding settlement covering the period up to 2019/20;
- ii) Approve the proposal that the Chief Finance Officer, in consultation with the Leader and Chief Executive, finalises the necessary "efficiency plan" to reflect good practise guidelines currently being prepared by the LGA and CIPFA best practise guidelines and submits this application to the DCLG before 14<sup>th</sup> October 2016 deadline.

## COUNCIL

7 July 2016



**Report of:** Chief Executive

**Subject:** BUSINESS REPORT

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### 1. APPOINTMENTS TO COMMITTEES

- 1.1 As Members are aware nominations for committee seats were agreed at the Council meeting on 24 May. I have been advised that since that Council meeting, it has been agreed by the Conservative Group that Councillor Morris will replace Councillor Loynes on the Adult Services Committee and Councillor Loynes will replace Councillor Morris on the Regeneration Services Committee.
- 1.3 Council is requested to approve the change in the membership of the Committees.

### 2. EXPENDITURE RELEVANT TO MEMBERS' INTERESTS

- 2.1 Further to requests by Members this information has been compiled to provide the following:
- a) details of any contracts for works or services which were subject to the Council's tender process and awarded to a body/entity listed on the Member's Register of Interests during the 3 months – January to March 2016 (**Appendix A**) and;
  - b) details of any payments made to a body/entity listed on the Member's Register of Interests during the 3 months – January to March 2016 (**Appendix B**).
- 2.2 It should be noted that the information presented in **Appendix B** includes the following categories of member interests:
- Employment, Office Trade, Profession or Vocation
  - Sponsorship
  - Contracts with the Authority
  - Land in the area of the Authority
  - Securities
  - Other interests

- Interested parties
- 2.3 The following categories are excluded:
- Licence to occupy land
  - Corporate tenancies
- 2.4 All payments relating to benefits are excluded.
- 2.5 The report does not include information on those bodies listed on members interests forms which either do not have a supplier number on Integra or which cannot be identified on Integra given the information provided.
- 2.6 Members are asked to note the contents of the report.

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

<b>Date of Contract Award</b>	<b>Contract Name and Reference Number</b>	<b>Description of Goods / Services being procured</b>	<b>Contract Value</b>
25/2/2016	648 Extended Activities	Extended Activities - The provision of the delivery of extended activities and play scheme provision for children with disabilities and additional needs.	£86,300 p.a.
25/2/2016	649 Toy Loan Service	Toy Loan Service - The provision of the delivery of a specialist toy loan service for families of children with disabilities and additional needs.	£20,000 p.a.

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

Supplier Ref	Supplier Name	2015 / 2016	
		Quarter 4 Payments (Jan 16 to Mar 16) £	Cumulative Payments (Apr 2015 to Mar 2016) £
700025200	Belle Vue Community Sports	23,327.95	<b>101,098.10</b>
701780500	Changing Futures North East	19,668.61	<b>81,540.56</b>
750137600	Fens Residents Association	400.00	<b>400.00</b>
700714000	Hartlepool & District Hospice	4,887.00	<b>12,387.00</b>
700395100	Hartlepool Access Group	6,204.00	<b>13,897.00</b>
701780000	Hartlepool Carers	55,943.98	<b>257,113.92</b>
701392200	Hartlepool Carnival Committee	0.00	<b>1,386.83</b>
700121300	Hartlepool Citizens Advice Bureau	1,250.00	<b>4,156.95</b>
705354500	Hartlepool Credit Union Limited	4,735.00	<b>20,979.00</b>
701981200	Hartlepool Families First	36,031.87	<b>168,689.88</b>
750258300	Hartlepool Footlight Youth Theatre	0.00	<b>333.00</b>
750282400	Hartlepool Men's Sheds	0.00	<b>500.00</b>
700122900	Hartlepool Stage Society	800.00	<b>2,500.00</b>
705092500	Hartlepool United Supporters Club Ltd	0.00	<b>75.00</b>
700122200	Hartlepool Voluntary Development Agency	33,814.15	<b>153,710.00</b>
705208300	Heugh Gun Battery Trust Ltd	1,500.00	<b>1,500.00</b>

Member	Type of Interest ( as at 1st May 2016)
Kevin Cranney	Other Interests
Alan Clark	Other Interests
Gerard Hall	Other Interests
Alan Clark	Other Interests
Stephen Gibbon	Other Interests
FORMER COUNCILLOR James Frederick Ainslie	Other Interests
Kevin Cranney	Contracts with the Authority / Other Interests
FORMER COUNCILLOR Mary Fleet	Other Interests
Stephen Thomas	Other Interests
Allan Barclay	Other Interests
Gerard Hall	Other Interests
George Springer	Other Interests
Paul Thompson	Employment, Office Trade, Profession or Vocation / Contracts with the Authority
FORMER COUNCILLOR Jonathan Brash	Other Interests
Paul Thompson	Other Interests
George Springer	Other Interests
Peter Jackson	Other Interests
Stephen Thomas	Other Interests
Christopher Akers-Belcher	Employment, Office Trade, Profession or Vocation
Sylvia Tempest	Interested Parties
FORMER COUNCILLOR James Frederick Ainslie	Other Interests

Supplier Ref	Supplier Name	2015 / 2016	
		Quarter 4 Payments (Jan 16 to Mar 16) £	Cumulative Payments (Apr 2015 to Mar 2016) £
701357700	Local Government Association	0.00	<b>26,216.40</b>
701117200	Owton Rossmere Community Enterprise Limited	1,599.00	<b>4,973.31</b>
701891900	Oxford Road Baptist Church	50.00	<b>860.00</b>
750268400	Poppys Retail Limited	0.00	<b>1,500.00</b>
705144300	Rift House East Residents Association	0.00	<b>3,200.00</b>
750133800	Tees Valley Arts	0.00	<b>275.00</b>
750157400	The Rifty Youth Project	0.00	<b>6,449.87</b>
600060700	West Hartlepool Rugby Club	0.00	<b>34,581.52</b>
700300500	West View Advice & Resource Centre Ltd	19,490.00	<b>115,742.00</b>
700300600	West View Project	97,368.50	<b>390,002.75</b>
750054000	Xivvi Limited	0.00	<b>8,583.00</b>
		<b>307,070.06</b>	<b>1,412,651.09</b>

Member	Type of Interest ( as at 1st May 2016)
Christopher Akers-Belcher	Other Interests
Allan Barclay	Other Interests
John Lauderdale	Licence to Occupy Land
FORMER COUNCILLOR Jonathan Brash	Interested Parties
Christopher Akers-Belcher	Other Interests
Stephen Akers-Belcher	Other Interests
FORMER COUNCILLOR James Frederick Ainslie	Other Interests
Christopher Akers-Belcher	Other Interests
Stephen Akers-Belcher	Other Interests
Sandra Belcher	Other Interests
Paul Beck	Other Interests
Paul Thompson	Other Interests
Robin Cook	Other Interests
FORMER COUNCILLOR Sheila Griffin	Other Interests
FORMER COUNCILLOR Christopher Simmons	Other Interests / Corporate Tenancies
Rob Cook	Other Interests
FORMER COUNCILLOR Sheila Griffin	Other Interests
FORMER COUNCILLOR Christopher Simmons	Other Interests
Paul Thompson	Securities / Employment, Office Trade, Profession or Vocation / Contracts with the Authority
FORMER COUNCILLOR Jonathan Brash	Interested Parties

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# CLEVELAND FIRE AUTHORITY

## MINUTES OF ORDINARY MEETING

1 APRIL 2016



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**PRESENT:**

**CHAIR:-** Councillor Jan Brunton – Middlesbrough Council  
**HARTLEPOOL BOROUGH COUNCIL**  
Cllrs Rob Cook, Marjorie James, Ray Martin-Wells  
**MIDDLESBROUGH COUNCIL**  
Cllrs Ronald Arundale, Shamal Biswas, Teresa Higgins, Naweed Hussain  
**REDCAR & CLEVELAND BOROUGH COUNCIL**  
Cllrs Billy Ayre, Norah Cooney, Brian Dennis, Ray Goddard  
**STOCKTON ON TEES BOROUGH COUNCIL**  
Cllrs Gillian Corr, Paul Kirton, Jean O'Donnell, Stephen Parry, Mick Stoker, William Woodhead  
**AUTHORISED OFFICERS**  
Chief Fire Officer, Director of Corporate Services, Legal Adviser and Monitoring Officer, Treasurer  
**BRIGADE OFFICERS**  
Director of Technical Services  
**MAZARS**  
Mr Ross Woodley

**APOLOGIES FOR ABSENCE:**

Cllr Stephen Akers-Belcher - Hartlepool  
Cllr Tom Mawston – Middlesbrough Council  
Cllr Mary Ovens - Redcar & Cleveland Borough  
Cllr John Gardener – Stockton Borough Council

### 92. DECLARATIONS OF MEMBERS INTEREST

Councillors James and Martin-Wells declared a personal interest as members of NEREO. Minute No. 97.1 refers.

Councillors Cook, James and Martin-Wells declared a personal interest as members of Hartlepool Borough Council. Minute No. 102.1 refers.

### 93. MINUTES

**RESOLVED** – that the Minutes of the Cleveland Fire Authority Ordinary Meeting on 12 February 2016 be confirmed.

### 94. MINUTES OF COMMITTEES

**RESOLVED** – that the Minutes of the Executive Committee on 4 March 2016, be confirmed.

### 95. COMMUNICATIONS RECEIVED BY THE CHAIR

- Clair Alcock, LGA
  - Contribution Banding Change on 1 April 2016
  - GAD v Milne – Ombudsman Statement – March 2016
- Gill Gittins, LGA – Firefighter Fitness Best Practice

**RESOLVED** – that the communications be noted.

## **96. REPORTS OF THE CHIEF FIRE OFFICER**

### **96.1 Protection Policy**

The CFO reported that the existing Protection Policy, as attached at Appendix 1, had been reviewed and considered by the Executive Committee on 4 March 2016 for approval by the Authority.

The CFO outlined the Authority's commitment to:-

- Having a risk based approach to compliance and enforcement
- Recognising business needs and providing support where appropriate
- Proactively engaging to improve understanding on all protection matters

The CFO noted that the Authority had invested Cleveland Fire Brigade with the authority to enforce statutory duties in respect of the Regulatory Reform (Fire Safety) Order 2005 (FSO) and the Fire and Rescue Services Act 2004.

The CFO reported that there were circa 14,000 active commercial and industrial premises on the Brigade's Community Fire Risk Management Information System (CFRMIS) which fall under the remit of this legislation and it was estimated that this risk could rise to over 25,000 over the next year with the introduction of a new information system.

The CFO highlighted the Authority's on-going lobbying for sprinklers to be included in social housing - both new build and retro fit into existing properties. He reported that Executive Committee Members had requested guidelines be drawn up by the Authority for use by local planning committee members when considering applications.

Councillor James confirmed that it would be very helpful to all planning committee members if they had very clear guidelines in relation to properties more than 3 storeys high and houses of multiple occupation.

The Chair reported that 'sprinklers' had been on the agenda at the recent Fire Conference and it was vital to ensure planning committees continued to push for their inclusion.

The CFO reported that to date, Cleveland was the only Authority to have ever installed sprinkler systems in social housing.

#### **RESOLVED:**

- (i) That the contents of the Protection Strategy be noted.**
- (ii) That the Protection Policy be approved, as recommended by the Executive Committee.**
- (iii) That the Authority provides guidelines to local authority planning committees outlining criteria where the inclusion of sprinklers should be advised.**

### **96.2 Rebuild Programme – Progress Report**

The Director of Technical Services (DoTS) updated Members on the progress of the Rebuild Programme. He reported that following a base line review in 2011 the Authority embarked on a major programme of estate renewal which was set out in the Asset Management Plan (AMP) and supported through a capital strategy. The DoTS outlined the progress of the following rebuild and refurbishment projects:

## 96.2 Rebuild Programme – Progress Report continued

- (i) Headland Community Fire Station - Rebuild  
Formally opened in October 2014, completed on schedule and within the allocated budget of £847,489
- (ii) Middlesbrough Community Fire Station - Rebuild  
Formally opened in September 2015, completed on schedule and delivered with an overall end cost of £4,409,000 - £11,000 under budget.
- (iii) HQ Complex – Rebuild  
Construction of the Training and Administration Hub commenced in April 2015 and is on budget and four weeks ahead of schedule to be completed in June 2016.

Fire Control is due transfer to the new building in July 2016 with the rest of the Authority's administration staff moving across immediately afterwards.

Construction of the Technical Hub is under way with completion scheduled for June 2016 and the immediate transfer of the Authority's vehicle and equipment workshops from their current Thornaby site.

The current HQ building is due for demolition in September 2016 with work commencing to locate the external training facilities on this site by June 2017. These will include a fire house, fire behavior training rigs, petrochemical rig and a stretch of dual-carriage way to simulate road traffic accident training scenarios.

- (iv) Grangetown and Thornaby Community Fire Stations - Rebuild  
To be rebuilt concurrently sharing an identical design concept to secure construction efficiencies. Budget allocations in the AMP are £2,990,000 for Grangetown and £2,689,430 for Thornaby. Construction works are due to commence in August 2016 with projected completion by August 2017 for both stations.
- (v) Billingham Community Fire Station  
Refurbished in 2013
- (vi) Saltburn and Skelton Fire Stations  
Refurbished in 2015
- (vii) Stranton Fire Station, Hartlepool  
Major refurbishment due to commence in Summer 2016
- (viii) Guisborough and Loftus Fire Stations  
Refurbishment work due to commence late 2016

The DoTS confirmed that progress of the Rebuild and Refurbishment Programmes continues with tight financial management ensuring that the approved cost envelope set out in the Capital Strategy is achieved.

The Chair noted that the new Middlesbrough Fire Station was successful as a valuable community facility in addition to providing a good working environment for firefighters.

Councillor Arundale reiterated the sentiment and thanked the DoTS for bringing the projects in on time and within the budget, which he acknowledged was an achievement.

## **96.2 Rebuild Programme – Progress Report continued**

Cllr Cook commended the Authority for undertaking the major rebuild and refurbishment programme for its estate and asked for further clarification regarding the use of apprentices and local workers on the Queens Meadow site. The DoTS reported that the apprentices were working on the site as part of one, two and three year NVQ programmes and had been moved between sites by ISG within that programme.

### **RESOLVED:-**

- (i) That the contents of the report be noted.**
- (ii) That the progress made in the delivery of projects approved in the Authority's Asset Management Plan relating to Rebuild and Refurbishment Projects be noted.**
- (iii) That the progress of the Rebuild Projects currently underway at the Queens Meadow Business Park be noted.**
- (iv) That the plans going forward regarding the rebuilds of Grangetown and Thornaby Community Fire Stations and the principles underpinning the site locations, functions and outline designs for these two developments be noted.**
- (v) That Members will receive update reports regarding the Authority's Rebuild Programme, as and when appropriate.**

## **96.3 Information Pack**

- 96.3.1 National Joint Circulars
- 96.3.2 Campaign Launches
- 96.3.3 LGA Annual Fire Conference and Exhibition 2016

**RESOLVED – that the information pack be noted.**

## **97. REPORT OF THE LEGAL ADVISER AND MONITORING OFFICER**

### **97.1 Pay Accountability – Pay Policy Statement 2016/17**

The Legal Adviser and Monitoring Officer (LAMO) reported that in line with the provisions set out in the Localism Act 2011, the Authority had a statutory duty to prepare a Pay Policy Statement for each financial year relating to:

- the remuneration of its chief officers
- the remuneration of its lowest paid employees
- the relationship between:
  - the remuneration of its chief officers and
  - the remuneration of its employees who are not chief officers

The LAMO outlined the Pay Policy Statement 2016/17 at Appendix 1 and noted it had been updated to reflect the decision of the Fire Authority on 12 February 2016.

The LAMO reported that in April 2016 the Government's National Living Wage was to become law and the minimum wage for all workers aged 25 years and over would be £13,891, which was lower than the Authority's lowest paid employees.

Councillor Ayre referred to paragraph 3.2 of the Pay Policy Statement 2016/17 and asked for clarity regarding Firefighters' pay during the twelve week induction period. The LAMO agreed to add a notation to make this clearer.

**97.1 Pay Accountability – Pay Policy Statement 2016/17 continued**

**RESOLVED:-**

- (i) That the Pay Policy Statement 2016/17 (Appendix 1) be approved, as recommended by the Executive Committee on 4 March 2016, subject to the addition of a notation at paragraph 3.2 clarifying firefighter pay during the 12 week induction period.
- (ii) That the Pay Policy Statement 2016/17 be published by the Authority.

**98. REPORTS OF THE AUDIT AND GOVERNANCE CHAIR**

**98.1 Information Pack**

Councillor Stoker reported on the agenda items presented at the 19 February 2016 meeting. He highlighted the Organisational Performance and Efficiency Report for April – December 2015 and the external auditor's Value for Money Conclusion Risk Assessment and Audit Strategy Memorandum reports.

**RESOLVED – That the information pack be noted**

**98.2 Audit Strategy Memorandum - Mazars**

Mr Ross Woodley reported on the tabled Audit Strategy Memorandum which had previously been scrutinised by the Audit & Governance Committee. He outlined the key sections which included:

- Significant Risks – no changes from last year
- Value for Money Conclusion – introduction of a traffic light system – no 'red' risks
- Fees – significant reduction in audit fees of 25%
- Materiality – set at £609,000
- Forthcoming accounting – change to audit timetable with effect from 2017/18 but agreed to trial for 2016/17 to allow any issues from the change to be resolved.

**RESOLVED – that the Audit Strategy Memorandum be approved.**

**99. LOCAL GOVERNMENT (ACCESS TO INFORMATION) (VARIATION ORDER) 2006**

**RESOLVED - "That under Section 100(A) (4) of the Local Government Act 1972, the press and public be excluded from the meeting for the following items of business, on the grounds that it involves the likely disclosure of exempt information as defined in paragraphs 1, 3 & 4 below of Part 1 Schedule 12A of the Local Government Act 1972 as amended by the Local Government (Access to Information) (Variation) Order 2006", namely information relating to an individual, namely information relating to the financial or business affairs of any particular person (including the authority) holding that information and namely information relating to any consultations or negotiations, or contemplated consultations or negotiations, in connection with any labour relations matter arising between the authority or a Minister of the Crown and employees of, or office holders under, the authority.**

The CFO, DoCS and DoTS left the meeting.

**100. CONFIDENTIAL MINUTES**

**RESOLVED** – that the Minutes of the Cleveland Fire Authority Ordinary Meeting on 12 February 2016 be confirmed

**101. CONFIDENTIAL MINUTES OF COMMITTEES**

**RESOLVED** – that the Confidential Minutes of the Executive Committee on 4 March 2016 be confirmed.

The LAMO left the meeting. The DoCS re-joined the meeting.

**102. CONFIDENTIAL REPORT OF THE CHIEF FIRE OFFICER**

**102.1 Provision of Legal Services**

The Director of Corporate Services updated Members on the arrangements for the provision of the Authority's Legal Services.

**103. ANY OTHER BUSINESS**

The Chair noted that this was the last CFA meeting of the municipal year and thanked Members and Officers for all their support in protecting the community of Cleveland.

**COUNCILLOR JAN BRUNTON**  
**CHAIR**

## **Cleveland Police and Crime Panel**

A meeting of Cleveland Police and Crime Panel was held on Thursday, 4th February, 2016.

**Present:** Cllr Norma Stephenson O.B.E (Chair), Cllr Charles Rooney (Vice-Chairman), Councillor Neil Bendelow, Cllr Ken Dixon, Gwen Duncan, Cllr Chris Jones, Cllr Jim Lindridge, Cllr Bob Norton, Cllr Bernie Taylor and Cllr Matthew Vickers

**Officers:** David Bond, Michael Henderson, Steven Hume and Margaret Waggott (SBC)

**Also in attendance:** Barry Coppinger (Police and Crime Commissioner); Simon Dennis; Joanne Hodgkinson; Michael Porter (Commissioner's Office); Temporary Deputy Chief Constable Simon Nickless (Cleveland Police)

**Apologies:** Cllr Jonathan Brash, Cllr David Coupe, Chu Chu Nwajiobi and Cllr David Wilburn

### **1 Evacuation Procedure/ Mobile Phones**

Members were advised of the evacuation procedures.

### **2 Declarations of Interest**

There were no declarations of interest.

### **3 Minutes of the meeting held on 10 December 2015**

The minutes of the meeting held on 10 December 2015 were confirmed and signed by the Chair as a correct record.

### **4 Review of the Overall Budget Strategy**

Members considered a report of a Task and Finish Group which had been formed by the full Police and Crime Panel and charged with undertaking scrutiny and analysis of the PCC's budget and the proposed precept for 2016/17, before consideration by the Panel.

Based on the evidence provided by the PCC and the PCC's Chief Finance Officer and the settlement from Government, the Members of the Task and Finish Group agreed that the increase to the precept proposed by the PCC should be 1.99%. This would enable investment where needed and ensure the financial stability of Cleveland Police until the results and impact of the review of police funding was known.

A member of the Panel asked that, when the precept was requested from residents, the income and expenditure was detailed on pie charts, to assist with understanding. The Commissioner explained that this had been raised at one of the Task and Finish Group meetings and some work in this regard had been undertaken and he gave a commitment that pie charts would be included in the precept request for 2016/17.

RESOLVED that the report be noted.

## 5 The 2016/17 Precept Proposals

Guidance relating to the procedure to be followed when reviewing a proposed precept of the Commissioner had previously been provided, including the timescales for submitting a report to the Commissioner at the conclusion of the review.

Details of a report and notification from the Commissioner regarding the proposed precept for the financial year 2016/17 were considered by the Panel.

The Commissioner indicated that he had taken into account the following in making his proposal on the precept for 2016/17:-

- The Government's assumed choices that Police and Crime Commissioners would have to make in relation to local precepts in order to maintain overall funding levels.
- the financial impact on the people of Cleveland.
- the financial needs of the organisation as currently projected both for 2016/17 and in the future.
- the offer of a grant from the Government if he chose to freeze the precept.
- the limits imposed by the Government on a precept increase before a referendum would be triggered in Cleveland.
- the advice of the Chief Finance Officer in terms of the realistic options that he had.

The Commissioner also indicated that he had discussed his proposals with the Chief Constable and had engaged and consulted with a wide partner base and the public's representatives.

The Commissioner also emphasized the need for the continued delivery of high levels of Policing and Crime services within the Cleveland area and that in light of his discussions with the Chief Constable and wider partners, he believed that a precept increase of 1.99% for 2016/17 best served the needs of the communities of Cleveland. He therefore proposed a precept increase of 1.99% for 2016/17.

The Panel had already considered a report from its Task and Finish Group, which had met on the 7th and 21st January 2016, and had scrutinised the Commissioner's overall budget strategy for 2016/17. The Group had also discussed current police funding assumptions, total funding projections, the precept, the Commissioners priorities, as well as local policing up to 2020. Based on the evidence provided by the Commissioner and the Commissioner's Chief Finance Officer, and the settlement from Government, the Task and Finish Group concluded that the precept proposed by the Commissioner should be 1.99%. This would enable investment where needed, and ensure the financial stability of Cleveland Police until the results and impact of the review of police funding were known.

Panel members also asked various questions about the precept report and made a number of comments regarding the Commissioner's proposal. The Panel then concluded by agreeing that the proposal should be supported.

RESOLVED that the Panel supports the Commissioner's proposed precept of 1.99% for 2016/17.

## **6 Members Questions to the Commissioner**

A question was asked about policing levels in part of the Force area. The senior police officer present provided a general response to the question raised. It was explained that areas had been reviewed based on vulnerability, risk, crime levels and other factors. The force had then attempted to provide each area with the right mix of officers to solve problems and PCSOs had a key role in this.

## **7 Q3 Monitoring Report on Progress against Police and Crime Plan**

Members considered a report that provided an update of performance scrutiny undertaken by the Police and Crime Commissioner to support the delivery of the priorities of the Police and Crime Plan for the Q3 2015/16.

The following summarises areas of discussion and issues raised:

- Your Force Your Voice - the Commissioner visited all wards in the force area on an annual basis. He stated his willingness to also visit any areas on request.
- public confidence information was not routinely collected by other police forces and those that did collect such information asked different questions, so comparison was not possible.
- reference was made to the crime statistics briefing that had recently been held for Panel members. It was agreed that this had been very useful and the officers involved were thanked.
- the level of crime was discussed and, in particular, the increase, for the year to date, for violence against the person and vehicle crime. Members were reminded that the force had changed its crime recording procedure to make it more robust and to ensure that there was reassessment/reassurance around historical crime/'no crime' incidents. In terms of violent crime it was suggested that some of the increase (particularly with regard to domestic abuse and sexual violence) was as a result of people being more willing to come forward, which resulted in victims receiving support and perpetrators being dealt with.
- Members were provided with details of what the Force was doing around violence against the person, including Local Area Action Agreements, a revamp of night-time economy processes (Operation Tranquillity) and Domestic Abuse (Operation Encompass)
- vehicle crime usually related to theft from cars.
- intelligence was analysed throughout the day and resources were directed where needed.

- violence without injury and violence with injury.
- nuisance ASB had gone down but this might be because of re-classification of incidents, to personal ASB.
- Members asked if the details provided for the local areas information could reflect the table for the force area e.g. could robbery be divided into Business and Personal etc?
- there was a query on the relationship between the Criminal Justice Board and the Commissioner. It was explained that the Commissioner sat on the criminal justice board, as did Simon Nickless, from the Force. They both examined statistics and held the Crown Prosecution Service (CPS) to account. As the CPS shrank the threshold for taking offences to court increased, as it would only take cases that it was confident it would win. This had been raised with the Director of Public Prosecutions and there had been lobbying for more resources for the CPS North East.
- Alcohol continued to be at the root of many crimes and the Commissioner supported the introduction of Minimum Unit Pricing and a reduction in the drink driving limit. A reduction in Scotland had seen a 17% drop in casualties.

RESOLVED that the report and discussion be noted/actioned as appropriate.

## **8 Programme of Engagement for Police and Crime Commissioner**

Members considered a report that provided a brief update in relation to meetings attended by the PCC from November to January.

Discussion on this report could be summarised as follows:-

- Partnership working with Registered Social Landlords. At a local level the Police worked with Housing associations and local authorities anti social behaviour officers to tackle tenancy problems. All the Housing Associations were, or would be shortly signed up to E- CINS, this would mean that the Police, local authorities and Housing agencies would have access to the live-time system which would mean that every bit of information held about an individual, family, or location would be available and would help facilitate a coordinated approach. The Commissioner indicated that he would bring a progress report to a future meeting.

RESOLVED that the report be noted and the Panel receive a report on Partnership working with Registered Social Landlords, at a future meeting.

## **9 Decisions of the Police and Crime Commissioner**

Members considered a report that provided an update in relation to the decisions taken/likely to be taken by the Police and Crime Commissioner, between 17 November 2015 and 27 January 2016.

It was noted that there was a process allowing organisations to apply for grant funding, the application needed to relate to at least one of the Commissioner's priorities.

It was noted that further information about decisions was available on the Commission's website.

RESOLVED that the report be noted.

**10 Office of the Police and Crime Commissioner PCC Election 2016 Preparations**

The Panel received a report that informed members about the Office of the Police and Crime Commissioner Election Working Group.

RESOLVED that the report be noted.

**11 Police and Crime Commissioner's End of Term in Office Report**

Members considered a report that provided information about key achievements during the Police and Crime Commissioners term in office, including progress against Police and Crime Plan priorities.

RESOLVED that the report be noted

**12 Commissioner's Update**

Members considered a report that provided an update on key activities and issues relating to the Commissioner and his office.

These activities/issues were:

- Cleveland Police - Strategic Leadership
- Police Recruitment
- Victims Services Commissioning
- Britain Together as One Nation
- Strategic Direction - Litigation Outcome
- Cleveland OPCC Regional Lead Role - Appointment of Independent Legally Qualified Chairs

A member asked for person specification details for police officers and PCSOs. It was likely that this was nationally set using national recruiting standards. Details would be provided to the Panel's members.

REOLVED that the report be noted and the person specifications, as detailed above, be provided.

**13 Review of Victims' Services**

Members received a report relating to the review of Victims' Services.

It was explained that a new provider for Victims' Services was being sought to commence services from 1 April 2016 and it was therefore felt that the timing of

this review should be revisited to allow the successful applicant time to provide victims' referral services under the contract, before scrutinising the performance of the new service.

RESOLVED that the Victims' Services Review be rescheduled to take place during 2017/18, when the performance of the new service can be scrutinised.

#### **14 Complaints Procedure**

Members considered a report that asked the Panel to consider two matters. Firstly a proposed change to the handling of complaints about the conduct of the Police and Crime Commissioner ("PCC"). Secondly the Home Office's consultation on proposals to change the way complaints against PCCs were managed.

RESOLVED that:

1. Stockton on Tees Borough Council's Monitoring Officer act on the Panel's behalf in receiving complaints and necessary changes be made to the documentation relating to the complaints procedure.
2. Officers prepare a response to Home Office's consultation on proposals to change the way complaints against PCCs were managed, in consultation with the Chair and Vice Chair of the Panel and that the agreed response be submitted to the Home office prior to the deadline of 10 March 2016.
3. a copy of the agreed response be circulated to Panel members.

#### **15 Forward Plan**

Members considered an indicative Forward Plan for 2016/17.

RESOLVED that the Forward Plan be noted.

#### **16 Public Questions**

There were no public questions.