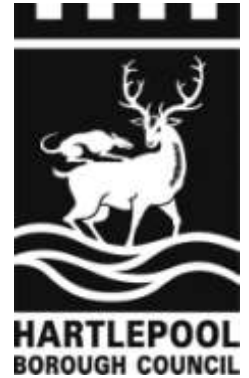


FINANCE AND POLICY COMMITTEE

AGENDA



Monday 12 February 2018

at 10.00 am

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

MEMBERS: FINANCE AND POLICY COMMITTEE

Councillors C Akers-Belcher, Clark, Cranney, Fleming, Hunter, James, Lindridge, Loynes, Moore, Smith and Thomas.

1. APOLOGIES FOR ABSENCE

2. TO RECEIVE ANY DECLARATIONS OF INTEREST BY MEMBERS

3. MINUTES

- 3.1 To receive the minutes of the meeting of the Finance and Policy Committee held on 8 January 2018.

4. BUDGET AND POLICY FRAMEWORK ITEMS

- 4.1 Health and Wellbeing Strategy (2018 - 2025) – Interim Director of Public Health
4.2 Medium Term Financial Strategy (MTFS) 2018/19 to 2019/20 and Financial Outlook from 2020/21 – Corporate Management Team
4.3 Community Engagement and Cohesion Strategy – Director of Regeneration and Neighbourhoods and Director of Finance and Policy

5. KEY DECISIONS

- 5.1 Capital Maintenance Programme 2018/19 to 2019/20 – Director of Regeneration and Neighbourhoods



6. OTHER ITEMS REQUIRING DECISION

No items.

7. ITEMS FOR INFORMATION

- 7.1 Corporate Complaints Annual Monitoring Report 2016/17 – Assistant Director, Corporate Services
- 7.2 Strategic Financial Management Report - as at 31 December 2017 – Corporate Management Team
- 7.3 Corporate Procurement Quarterly Report on Contracts – Director of Finance and Policy
- 7.4 Healthwatch Hartlepool – Director of Adult and Community Services

8. ANY OTHER BUSINESS WHICH THE CHAIR CONSIDERS URGENT

FOR INFORMATION

Future meeting dates –

Monday 12 March, 2018 at 10.00 am



FINANCE AND POLICY COMMITTEE

MINUTES AND DECISION RECORD

8 JANUARY 2018

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

Present:

Councillor Christopher Akers Belcher (In the Chair)

Councillors: Kevin Cranney, Tim Fleming, Dave Hunter, Marjorie James, Jim Lindridge, Brenda Loynes, Leisa Smith and Stephen Thomas.

Also Present: Councillor Carl Richardson as substitute for Councillor Alan Clark in accordance with Council Procedure Rule 5.2.

Officers: Gill Alexander, Chief Executive
Peter Devlin, Chief Solicitor
Chris Little, Director of Finance and Policy
Denise Ogden, Director of Regeneration and Neighbourhoods
Ed Turner, Communications and Marketing Manager
David Cosgrove, Democratic Services Team

90. Apologies for Absence

Councillor Alan Clark.

91. Declarations of Interest

None at the commencement of the meeting.
During the discussions on Minute No. 96 'Council Tax Base 2018/19'
Councillor Thomas declared a personal interest.

92. Minutes of the meeting held on 22 November 2017

Confirmed.

93. Minutes of the meeting of the Health and Wellbeing Board held on 16 October, 2017

Received.

94. Minutes of the meeting of the Safer Hartlepool Partnership held on

Received.

95. Community Engagement and Cohesion Strategy

(Director of Regeneration and Neighbourhoods and Director of Finance and Policy)

Type of decision

Budget and Policy Framework.

Purpose of report

The purpose of the report was to present the updated draft Community Engagement and Cohesion Strategy to Members for to approve as a draft for final consultation.

Issue(s) for consideration

The Director of Regeneration and Neighbourhoods reported that the first draft of the Strategy was approved by Committee as a draft for consultation at the meeting on 18 September 2017 and an eight-week consultation ran until 17 November 2017. In addition discussions around social action and community engagement, which were key elements of the Strategy, took place at the public Your Say, Our Future event on the 22 November and the Staff Sounding Board on the 28 November. These discussions had particularly informed the proposed actions within the Strategy. The Youth Council had also received information on the consultation and agreed to consider and respond to the online survey individually. Details of the consultation responses were summarised in appendix 1 to the report.

A Member questioned if the strategy would lead to all community consultation sitting under the Finance and Policy Committee and also how the strategy would impact on policy committees and other community engagement. The Director stated that the policy would be embedded across the authority providing an over-arching engagement policy for all departments and committees. The Vice-Chair commented that within the action plan there was reference to “review[ing] the new model for providing support to the voluntary and community sector” by October 2019 and he questioned why the timescale for this was so long. The Director commented that there would be a new model for the Voluntary Sector Strategy for consideration by the Regeneration Services Committee cascading out of this strategy. The action plan could be amended to reflect the process and hence the implementation date for clarity. The Chair of the Adult Services Committee indicated that the proposed strategy was also providing a base for the review of public engagement within Adult Services.

A member of the public questioned the impact of the strategy on future services. The Chair clarified that the strategy was simply about engagement with local communities and how the council could promote and facilitate cohesion within communities. The Community Hub model had been introduced to protect and enhance services at a community level.

Decision

That the final draft of the Community Engagement and Cohesion Strategy be approved for consultation subject to the inclusion of an amendment to the Action Plan entry relating to the new model for providing support to the voluntary and community sector including reference to the timetable for the development of the Voluntary Sector Strategy.

96. Council Tax Base 2018/19 *(Director of Finance and Policy)*

Type of decision

Non-key decision.

Purpose of report

The report sought member approval, as required by statutory regulations, to a calculated Council Tax Base for 2018/19 which will be used for Council Tax billing purposes.

Issue(s) for consideration

The Director of Finance and Policy reported that the Council was required by law to calculate its Council Tax Base for the forthcoming year, and inform the major precepting authorities, Cleveland Police Authority and Cleveland Fire Authority, and local precepting authorities (Parish Councils), before 31 January 2018. The Council Tax Base is expressed as the number of Band D equivalent properties. Appendices to the report set out the Tax base for the Borough and the individual parish areas of Dalton Piercy, Elwick, Greatham, Hart, Newton Bewley, Headland, Brierton and Claxton.

As part of the Government's welfare reforms, Councils were required to determine and operate their own local schemes for providing support with Council Tax. Under these arrangements, there was a requirement to adjust the Council Tax Base to reflect the impact of the Local Council Tax Support (LCTS) scheme. Members had approved a 12% LCTS scheme for 2018/19, which maintained this support for the fifth year. The LCTS adjustment was expressed in terms of an equivalent number of Band D's within each Appendix.

The Medium Term Financial Strategy assumed increases in the Council Tax Yield in 2018/19 from a Council Tax increase and also from increases in the number of properties within the Borough. The 2018/19 Tax Base

proposals had factored in housing growth the equivalent of 452 Band D properties. This growth was forecast to be delivered from new builds at various developments across the Borough and the completion of properties within the Carr Hopps regeneration area.

Prior to the meeting, a Member had raised a query in relation to the calculations set out in the appendices. The Director commented in the meeting that figures in the appendices could not simply be 'added or subtracted between rows; there were detailed 'background' equations behind the numbers reported.

During the consideration of the report Councillor Thomas declared a personal interest as a member of Headland Parish Council.

The Chair commented that when Band D was used as the comparator for Council Tax, Hartlepool was within the top ten councils for council tax rates due to the balance of properties in the borough being heavily towards Bands A and B. When average council tax paid per dwelling in the Borough was used as the comparator, the Council ranked 266th in the country. The Chair suggested that this comparator should be more prominently used in publicity around council tax rates for Hartlepool.

Decision

1. That a Hartlepool BC Council Tax Base for 2018/19 of 24,021.0 as detailed in Appendix 1 to the report be approved.
2. That a Council Tax Base for 2018/19 for Parishes who intend to levy a precept upon the Council's Collection Fund, as detailed in Appendices 2 to 9 to the report, be approved as follows:

Dalton Piercy	104.0	Elwick	583.1
Greatham	575.5	Hart	317.0
Newton Bewley	33.4	Headland	721.5
Brierton	13.2	Claxton	16.1

3. That the proposed arrangements for monitoring and reporting of growth in the number of properties in the Borough be noted.

97. Irrecoverable Debts – Sundry Debts and Housing Benefit Overpayments *(Director of Finance and Policy)*

Type of decision

Non key decision.

Purpose of report

The report sought member approval to write out a number of debts considered irrecoverable. The Council's financial procedure rules provide

that any debt due to the Council of £1000 or more can only be written-out with the express permission of Members.

Issue(s) for consideration

The Director of Finance and Policy reported that each year the Council bills about £27m of sundry debts. The Council's performance in collecting these debts is positive with 98.6% of debts collected within the year they are billed. Furthermore, longer term collection of sundry debt continued to be very positive, with over 99% of sundry debts raised being fully recovered within two years. While the Council continued to vigorously pursue recovery there were some sundry debts that become irrecoverable and the report sought approval to their write out.

The Council administers Housing Benefit on behalf of the Department for Work and Pensions and each year makes awards totalling about £37m to about 10,000 households in the Borough. Housing Benefit is a complex means tested type of financial support and sometimes there were delays in the Council receiving and validating information resulting in historical overpaid benefit.

Where Housing Benefit awards were reduced, the level of any overpayment of benefit is calculated which is recoverable from the claimant. Where the claimant continues to be in receipt of Housing Benefit, recovery is made from ongoing benefit at a standard rate as advised by the DWP; currently £11.10 per week or £18.50 per week for proven fraud overpayment cases. For those claimants no longer in receipt of benefit, they are invoiced and subject to the same recovery arrangements as sundry debts.

The report sought approval to write out of the Council's financial accounts a number of housing benefit overpayments for the reasons set out in Appendix A to the report.

The Director highlighted that in terms of the annual value of sundry debts raised (£27m) and housing benefit overpayments created (£1.2m), the amount proposed for write continued to be very low. In 2016/17 Hartlepool wrote out £99,000 of housing benefit overpayments relating to a number of financial years, as non recoverable, ranking the Council the lowest in financial terms out of the 12 North East councils (the average was £394,000). However, as benefits caseloads vary between Councils a more appropriate measure of levels of housing benefit overpayments written out was to consider write outs in £ thousands per 1,000 caseload. Comparative data for the 12 NE Councils, as obtained from national DWP statistics, showed that Hartlepool ranked third lowest on this measure.

In response to Member questions the Director confirmed that with debt absconders, the Council did retain details and would pursue the debt should the individual re-appear in the Borough. A national organisation was used to trace people wherever possible. In relation to the concerns around business debts, the Director referred to the letter sent to Government last

year in relation to individuals that appeared to declare bankruptcy and then restart a new very similar business often in the same premises. The government response had not been particularly helpful indicating that such action was within the law. Action to pursue business debts as far as was legally permissible was always pursued.

The following decision was agreed unanimously.

Decision

1. That approval be given to the write out of Housing Benefit Overpayments totalling £72,719.55 as detailed in Appendix A to the report.
2. That approval be given to the write out of Sundry Debts totalling £22,835.36 as detailed in Appendix B to the report.

98. Any Other Items which the Chairman Considers are Urgent

None.

The meeting noted that the next meeting of the Committee would be held on Monday 12 February 2018 at 10.00 am at the Civic Centre.

The meeting concluded at 10.35 am.

P J DEVLIN

CHIEF SOLICITOR

PUBLICATION DATE: 18 JANUARY 2018

FINANCE AND POLICY COMMITTEE

12 February 2018



Report of: Interim Director of Public Health

Subject: HEALTH AND WELLBEING STRATEGY (2018 - 2025)

1. TYPE OF DECISION/APPLICABLE CATEGORY

1.1 Budget and Policy Framework.

2. PURPOSE OF REPORT

2.1 The purpose of this report is to present to the Finance and Policy Committee the final draft of the joint Hartlepool Health and Wellbeing Strategy (JHWS) for agreement.

3. BACKGROUND

3.1 As previously indicated, the Health and Social Care Act 2012 requires the Local Authority, with partner agencies including the NHS, to develop a JHWS based on the Joint Strategic Needs Assessment (JSNA). The Health and Wellbeing Strategy (2013-2018) was developed in 2012-2013 in order to comply with this statutory requirement.

3.2 In complying with the requirements of the Act, the Health and Wellbeing Board (HWB) in June 2017 approved the refresh of the JHWS and identified the following priority areas as the focus for consultations in its development:

- Starting Well - maternal health, children and young people;
- Working Well - workplace health, getting into work, poverty;
- Ageing Well - isolation, dementia, long term conditions, older people;
- Living Well - lifestyle issues, mental health, prevention; and
- Dying Well (added following consultations).

3.3 The results of the consultations subsequently undertaken in June / July 2007 were reported to the Finance and Policy Committee, at its meeting on the 18 September 2017, together with a draft of the Strategy. The Committee:

- Noted the consultation results and highlighted the importance of ensuring effective engagement with Hartlepool's children / young people, minority communities and voluntary and community section;
- Approved the draft JHWS for formal consultation; and
- Agreed that the final draft Strategy would be brought to Finance and Policy Committee in February 2018 for formal approval prior to submission to Full Council.

3.4 In response to the Finance and Policy Committees comments, individual sessions (including the following) were held to ensure that Hartlepool's children / young people, minority communities and voluntary and community section were correctly consulted:

- Asylum Seeker/Refugee Group (25 Sept 2017)
- Youth Council (2 October 2017)
- North and Coastal / South and Central Community Forums (18 Oct 2017)
- Voluntary and Community Sector (2 Nov 2017)

3.5 The results of these additional consultations have now been incorporated in to the final draft of the JHWS. In addition to this, it should be note that in developing the Strategy, consideration has also been given to various other pieces of work undertaken across the local authority and its partners. Examples of these pieces of work include:

- i) The Young Future's Project, undertaken by the Youth Parliament and Hartlepool Healthwatch in partnership with York University, engaged with young people around their experiences of health and social care and understanding their experiences and expectations for ongoing development of services. The project focused on:
 - Generic themes of young people's experience of mental health problems.
 - Mental health and social care provision within the town and the surrounding areas.
 - Activities that make young people feel good about themselves and contribute to emotional wellbeing.

The results of the project were reported to the HWB on the 16th October 2017 (link to report [Agendas, reports and minutes | Hartlepool Borough Council](#)).

- ii) A Consultation Workshop was held on the 21st September 2017, entitled 'Future in Mind', led by the Children's Strategic Partnership. The aim of the workshop was to develop an integrated mental health offer for children and young people that incorporate the five ways to wellbeing referenced in the Draft JHWS. (link to relevant documents [The Hartlepool and Stockton-on-Tees Children and Young People's Mental Health and Wellbeing Transformation Plan 2015-20 | Children and Young People's Mental Health and Wellbeing | Hartlepool Borough Council](#))

iii) The asylum seeker and refugee consultation undertaken by Healthwatch Hartlepool in 2015, which highlighted:

- That there was a lack of clear information and guidance for members of the asylum seeker and refugee community in Hartlepool around the availability of an entitlement to health care. JHWS engagement showed that this remained an issue for asylum seeker and refugee and that information in terms of availability of services is a wider issue across Hartlepool, with the need for further improvement.
- Mental health was a significant concern for asylum seekers / refugees (across all age groups). This remains a significant issue for asylum seekers / refugees and was identified as a major issue to be included in the JHWS by the wider Hartlepool population.
- Language difficulties in accessing services (inc. GP's). This also remains a significant issue for asylum seekers / refugees and for those with hearing and other disabilities where translation services are difficult to access.

3.6 Utilising all of the information provided, and evidence gathered, throughout the process, a final version of the Strategy has now been produced (attached at **Appendix 1**).

3.7 As part of the last stage of the review process, detailed in Table 1 below, a final six week public consultation has been undertaken in relation to the final draft of the Strategy. Details of the outcome of this consultation are outlined below, with confirmation that no additional amendments or changes were suggested for inclusion in the Strategy.

Facebook – 769 people reached (November)

Twitter – 929 impressions (November)

Facebook – 424 people reached (December)

Table 1 – Final Stages of the Approval Process

December 2017 - January 2018	Agree final draft of Strategy:- <ul style="list-style-type: none"> • Health & Wellbeing Board (4 December 2017) • Audit & Governance Committee (6 Dec 2017) • Finance & Policy Committee (12 February 2018) • Hartlepool & Stockton CCG (30 January 2018)
November 2017 – January 2018	Public consultation on final draft of the strategy (6 Weeks)
March 2018	Formal approval of the Strategy:- <ul style="list-style-type: none"> • HBC Full Council (15 March 2018) • Hartlepool and Stockton CCG (27 March 2018)

3.8 The draft Strategy (attached at **Appendix 1**) was approved by the HWB on the 4 December 2017 for referral to Full Council and the Hartlepool and Stockton Clinical Commissioning Group (CCG) Governing Body (15 March 2018 and 27 March 2018 respectively) for formal approval. The HWB

recognised the need to incorporate any views or comments expressed by the Hartlepool and Stockton Clinical Commissioning Group Governing Body (30 January 2017), and today's Finance and Policy Committee, in the intervening period. On this basis, the HWB delegated authority to the Chair of the HWB, in conjunction with the Interim Director of Public Health, to make any final additions / changes to the Strategy, prior to its formal approval.

- 3.9 Details of any view or comments expressed by the Hartlepool and Stockton Clinical Commissioning Group Governing Body at its meeting on the 30 January 2017 were not available at the time of production of this report. The outcome of their discussions will subsequently be report verbally to the Committee at today's meeting.

4. PROPOSALS

- 4.1 All of the information obtained throughout the consultation process, has been utilised in the development of the draft JHWS (2018-2025). A copy of the JHWS is attached at **Appendix 1**.
- 4.2 No options are submitted for considered other than the recommendations.

5. RISK IMPLICATIONS

- 5.1 Failure to meet the timetable necessary for the production of a refreshed JHWS, by March 2018, as required by statute.

6. FINANCIAL CONSIDERATIONS

- 6.1 There are no financial considerations – all activity will be undertaken within existing resources.

7. CONSULTATION

- 7.1 See Section 3 above.

8. LEGAL CONSIDERATIONS

- 8.1 The Health and Social Care Act 2012 requires the Local Authority, along with partner agencies including the NHS, to develop a JHWS based on the Joint Strategic Needs Assessment (JSNA).

9. CHILD AND FAMILY POVERTY

- 9.1 The JHWS aims to deliver: improved training and employment for people with disability/mental health/long-term conditions, training and employment for young people and programmes to reduce Poverty. The Child and Family Poverty Impact Assessment is included as **Appendix 2**.

10. EQUALITY AND DIVERSITY CONSIDERATIONS

- 10.1 The JHWS aims to have a positive impact on the whole population of Hartlepool. In relation to the protected groups identified in the Equality Act, there are key deliverables focusing on improving outcomes for young people, older people and those with disabilities. Targeted projects contained within the strategy focus on mental health / emotional wellbeing, drugs and alcohol harm, health inequalities (inc. domestic abuse and poverty) and dying well, delivering ways of working that:

- Make every contact count;
- Use local intelligence to effectively target groups and places where there is the greatest need;
- Work better with, and build, the voluntary and community sector (VCS) offer as an asset; and
- Target our media campaigns so that the right messages reach the right people.

- 10.2 The Equality Impact Assessment is included as **Appendix 3**.

11. STAFF CONSIDERATIONS

- 11.1 There are no staffing considerations.

12. ASSET MANAGEMENT CONSIDERATIONS

- 12.1 There are no asset management considerations.

13. RECOMMENDATIONS

- 13.1 That the Finance and Policy Committee:
- i) Considers if it wishes to recommend any additions / changes to the draft JHWS prior to its submission to Full Council for formal approval; and
 - ii) Approves the JHWS of submission to Full Council on the 15 March 2018 for formal approval.

15. REASONS FOR RECOMMENDATIONS

- 15.1 This draft strategy is a key requirement as part of the changes to NHS in the light of the Health and Social Care Act 2012.

16. BACKGROUND PAPERS

Report and minutes of the:

- Health and Social Care Act 2012
- Health and Wellbeing Board (13 March 2017, 26 June 2017, 4 Sept 2017 and 4 December 2017)
- Finance and Policy Committee (18 Sept 2017 and 12 February 2018)
- Audit & Governance Committee (20 Sept 2017 and 6 Dec 2017)
- Children's Strategic Partnership (26 Sept 2017)
- Hartlepool and Stockton CCG (26 Sept 2017 and 30 January 2018)

17. CONTACT OFFICER

Dr Paul Edmondson-Jones MBE
Interim Director of Public Health
Hartlepool Borough Council
Email: paul.edmondson-jones@hartlepool.gov.uk

Hartlepool Joint Health and Wellbeing Strategy 2018 - 2025

Our Vision and Ambition

Our vision is that Hartlepool will develop a culture and environment that promotes and supports health and wellbeing for all.

Our ambition is to improve health and wellbeing outcomes and reduce inequalities for our population.

Our Purpose

Why do we need a strategy?

The Health and Social Care Act (2012) establishes Health and Wellbeing Boards as statutory bodies responsible for encouraging integrated working and developing a Joint Strategic Needs Assessment (JSNA) and Joint Health and Wellbeing Strategy (JHWS) for their area. Hartlepool Health and Wellbeing Board (HWB) is a committee of the Council with the mandate to address the health and wellbeing needs of Hartlepool and help reduce health inequalities. The JHWS is a strategic document outlining how Hartlepool Borough Council (HBC), NHS Hartlepool and Stockton Clinical Commissioning Group (HAST CCG) and other partners, through the HWB, will fulfil this mandate. The strategy is underpinned by the JSNA and views of our communities and will provide a foundation for strategic, evidence-based, outcomes-focused commissioning and planning for Hartlepool.

About Hartlepool

Background and Context

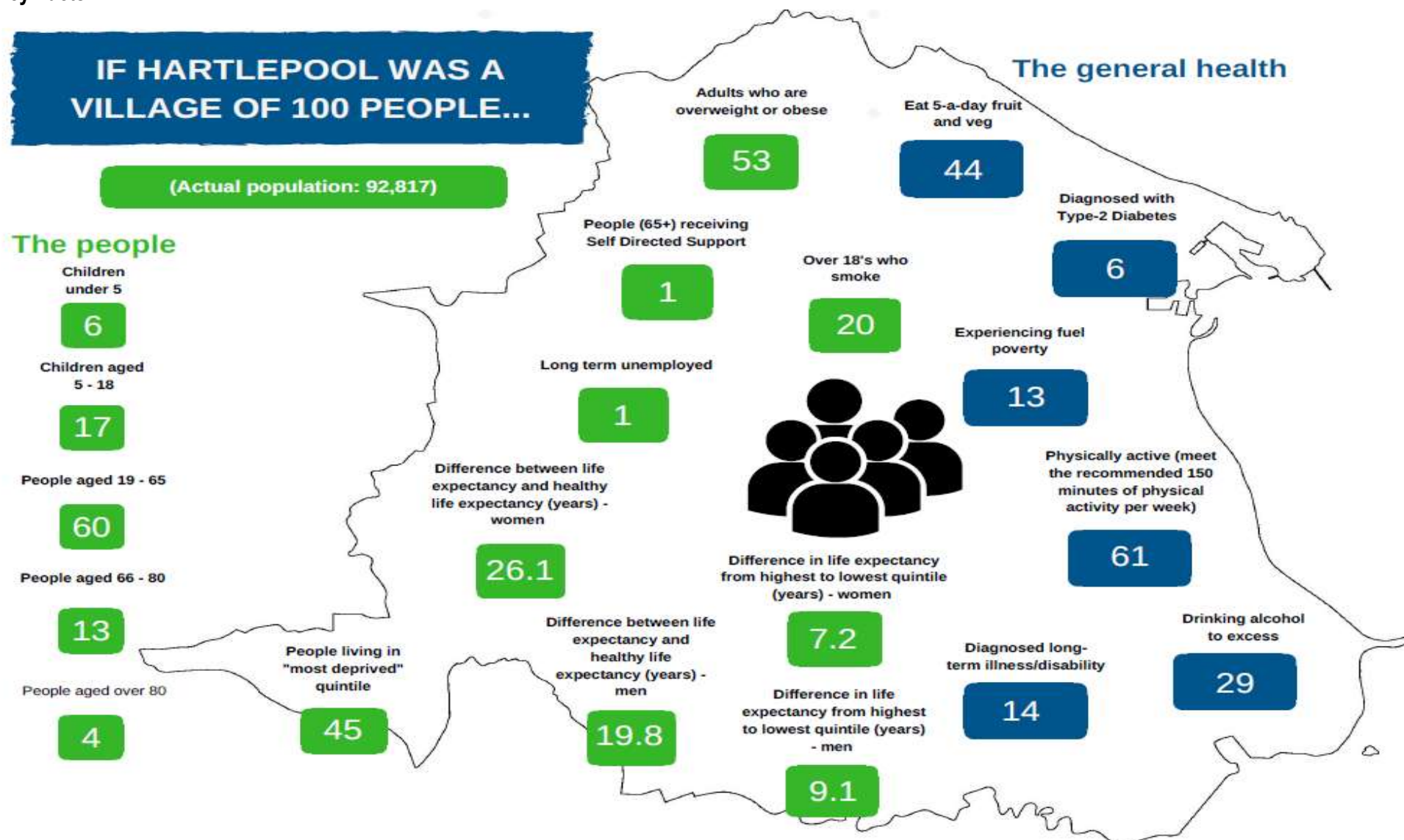
Hartlepool is one of the most deprived areas in Britain, ranked 24th out of 354 local authority areas and with 7 of the 17 wards in Hartlepool amongst the 10% most deprived in the country.

Hartlepool HWB is committed to working together with the people of Hartlepool to improve health and wellbeing of residents. At a time of increasing demand on services and pressures on funding, it is even more important to make sure we are a healthy Borough by supporting people to take responsibility for their health, and that services are delivered efficiently, targeting them towards those who need the most help. In Hartlepool, the areas where the most vulnerable members of our population live reflect the areas with the highest deprivation.

The HWB has previously had a JHWS that was jointly implemented by the partners and runs to an end in March 2018. The previous strategy was based upon the principles of the Marmot Review (2010) and focused on protecting and improving the health of the population through a range of evidence based interventions. In order to ensure that the strategy is fit for purpose and effectively reflects local priorities, the Board took the decision to revise the strategy. The Board intends to focus on a few key priorities that will make a difference to the lives of the people who live and work in the Borough, over the next seven years, in order to get it right for our population.

Hartlepool also has other key ongoing programmes such as 'Hartlepool Matters' and the 'Sustainability and Transformation Partnership (STP)' that are concurrently shaping the future of health and wellbeing in our Borough. The implementation of this revised strategy, together with these ongoing programmes and other projects that are led by the Voluntary and Community Sector (VCS) will contribute to achieve the priorities outlined in this strategy. However, we are mindful that our residents are our greatest assets and we will work in collaboration with our communities to make maximum use of our community assets and to help shape our local policies and planning levers to achieve improved health outcomes in the Borough.

Key Facts



Our residents

What do they say?

In developing this strategy, steps were taken to ensure that the strategy focuses on the issues that residents consider to be of importance to them. Findings from an online survey together with face to face workshops held in community venues and with bespoke groups were used to determine the actions that will be delivered through the strategy. We were keen to include the voice of marginal groups in our population. Separate workshops were therefore held with Asylum seekers, VCS organisations and members of the youth council to seek their views. In addition consideration was given to findings from various other pieces of work across the local authority and its partners. Examples of this work include:

- The Young Future's Project, undertaken by the Youth Parliament and Hartlepool Healthwatch in partnership with York University, that engaged with young people around their experiences of health and social care and to understand their experiences and expectations for ongoing development of services. The project focused on mental health and emotional wellbeing;
- Healthwatch Hartlepool survey (2017) on access to services for people with impaired hearing;
- A Consultation Workshop on 'Future in Mind', led by the Children's Strategic Partnership. The aim of the workshop was to develop an integrated mental health offer for children and young people that incorporate the five ways to wellbeing; and
- Asylum seeker and refugee consultation undertaken by Healthwatch Hartlepool (2015).

There was an acknowledgement by residents of the need to ensure that longer term and sustained prevention programmes are put in place and that collective action by residents, voluntary and community, private and public sector organisations should be promoted to implement the strategy. They also highlighted the importance to identify and target vulnerable and at risk groups in order to reduce inequalities and to use our current community assets for health, care and wellbeing to facilitate implementation.



Get involved - help shape health and wellbeing in Hartlepool!



People who live and/or work in Hartlepool are invited to air their views to help shape the health and wellbeing of the town.

The strategy (2018-2025) will set priorities to inform 'what' and 'how' our health and wellbeing could be improved to best meet Hartlepool's needs.

Our Priorities

What we want to achieve and why?

The HWB considered our achievements from the previous strategy, findings from the JSNA and local intelligence from partners and agreed four main priority areas to focus on during the lifetime of this strategy – **Starting, Working, Ageing and Living Well**. After our consultation with the general public we have added an additional priority – **Dying Well**.

Starting Well – All Children and young people living in Hartlepool have the best start in life.

Children who grow up in loving and supportive families are most likely to be happy, healthy and safe. Life experiences involve critical transitions - emotional and physical changes in early childhood; moving from primary to secondary and tertiary education; starting work; leaving home and starting a family; and retirement. Each transition stage can affect health and wellbeing by pushing people into more or less disadvantaged paths. Children and young people who have been disadvantaged in the past are at the greatest risk and their children are more likely to be also disadvantaged. We want to ensure access to high quality universal services such as health care and education; early intervention when needed, and targeted support for those who are in difficulties. We want to prevent children and young people from developing emotional problems; having to live in poverty, or are affected by abuse, violence or misuse of substances, so that we prevent problems being passed from generation to generation.

Working Well - Workplaces in Hartlepool Borough promote and support healthy living.

Access to fulfilling work has an impact on people's wellbeing. Economically, fulfilling work provides a secure income and can offer a sense of purpose and social connection. People who are economically less well-off have substantially shorter life expectancy and more illnesses than those in meaningful employment. In addition, supporting those who work to be healthy and well means they are able to better support and care for their dependents (children and/or the elderly). We want workplaces in Hartlepool to be healthy places with supportive practices and environments that enable employees to sustain healthy lifestyle choices. Hartlepool has a higher than average number of

people with learning disabilities in employment. We want to sustain this achievement and we also want to work with our communities to support young people and people with limiting ill-health into fulfilling employment for positive health and wellbeing gains.

Ageing Well – Older People in Hartlepool live active and independent lives and are supported to manage their own health and wellbeing.

Similar to most areas in England, the proportion of older people in Hartlepool is increasing. For instance, the number of people who were aged 85 years or more in 2005 was 1,400; this increased to 2,100 by 2015 and will continue to increase to 3,330 by 2025 and to 4,700 by 2035. Although most people are living longer, the majority of their latter years (approximately 20 years for males; and 26 years for females) are lived with poor health and wellbeing. We want to support people to develop and maintain health and independence as long as possible. When people start to develop a long-term health problem, we want to focus on preventing them from developing further health and social problems. We want to see local services focused on those who have the greatest need, to reduce health inequality and to enable a greater focus on prevention of ill health.

Living Well –Hartlepool is a safe and healthy place to live with strong communities.

Enabling those who live in Hartlepool to be healthy and well for a lifetime involves much more than good health and social care services. Many different things impact on health and wellbeing – housing, jobs, leisure, sport & access to open spaces, education, health services and transport. We want Hartlepool to be a healthy place with supportive neighbourhoods and communities which are strong and resourceful, making best use of their community assets. We want to support people in Hartlepool to take steps to avoid premature deaths.

Dying Well – People in Hartlepool are supported for a good death.

Despite the fact that all of us will die one day, some of us will experience death suddenly or prematurely; others will die after a period of illness or frailty, which can sometimes be protracted over time. We want to engage our communities so that people from Hartlepool are supported to die with dignity, compassion and that relevant support is available to carers to deal with dying and death.

OUR STORY: WHAT DO WE NEED TO BE MINDFUL OF?

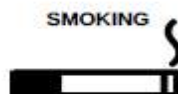
Green = progress | Blue = requires improvement

Living well



1 out of every 2 mothers initiate breastfeeding - up 6%

44 out of every 100 people eat five portions of fruit and veg a day - lower than the national average



1,922 per 100,000 successful quitters at 4 weeks in Hartlepool

1 out of every 5 adults over 18 smoke - higher than the national average



30 per 100,000 children killed or seriously injured in road traffic accidents



In 2015/16, 61 out of every 100 adults completed 150+ minutes of exercise per week

27 out of every 100 adults is physically inactive

TYPE 2 DIABETES



6 out of every 100 adults in Hartlepool has diabetes

1,700 Hartlepool people estimated to be living with diabetes, but remain undiagnosed

CARDIOVASCULAR DISEASE



8,411 eligible people aged 40 - 74 received an NHS Health Check in 2013-16

An average of 221 people in Hartlepool aged under 75 die each year due to cardiovascular disease



Just 1 person per 1,000 homeless



1,900 successful lung health checks completed

1,250 people estimated to be living with COPD without knowing

ALCOHOL MISUSE



36 per 100,000 under 18s admitted to hospital for alcohol specific conditions

62 per 100,000 alcohol-related mortality amongst Hartlepool residents

Starting well

SCHOOL
READINESS

7 out of every 10 children achieve a good level of development by the end of reception

97 out of 200 pupils achieve 5 A* - C at GCSE - lower than the national average

SEXUAL
HEALTH

The number of teenage conceptions has reduced significantly since 2010

The rate of under 16 conceptions in Hartlepool is 5.9 per 100,000 - above the national average

Working well

EMPLOYMENT



32 out of every 200 adults with learning disabilities are in employment

5 out of every 100 of Hartlepool's 16-18 year olds not in education, employment or training - above the national average

INCOME



8,700 households do not have a working adult

24 out of every 100 adults in Hartlepool experiencing income deprivation

Ageing well

VACCINATIONS



7 out of 10 adults over 65 receive the flu vaccination annually

6 out of 10 eligible people receive the pneumonia vaccination annually

INJURIES



321 emergency hospital admissions due to falls in people aged 65 and over - below the national average

Dying well

DEATHS



Excess winter deaths index = 25.9 compared to 24.6 in England

4 out of 10 deaths occur at home - lower than the national average

DEATHS FROM
CANCER

1345 per 100,000 rate of deaths from cancer aged 65+

784 per 100,000 rate of deaths from respiratory disease aged 65+

Our plan for delivery – Current and ongoing

Majority of the priority actions identified by our residents are already being worked on by partners and is inter-dependent on the delivery of a number of town wide/Tees/regional strategies, policies and plans. We will continue to align our business with implementation of these strategies, policies and action plans.

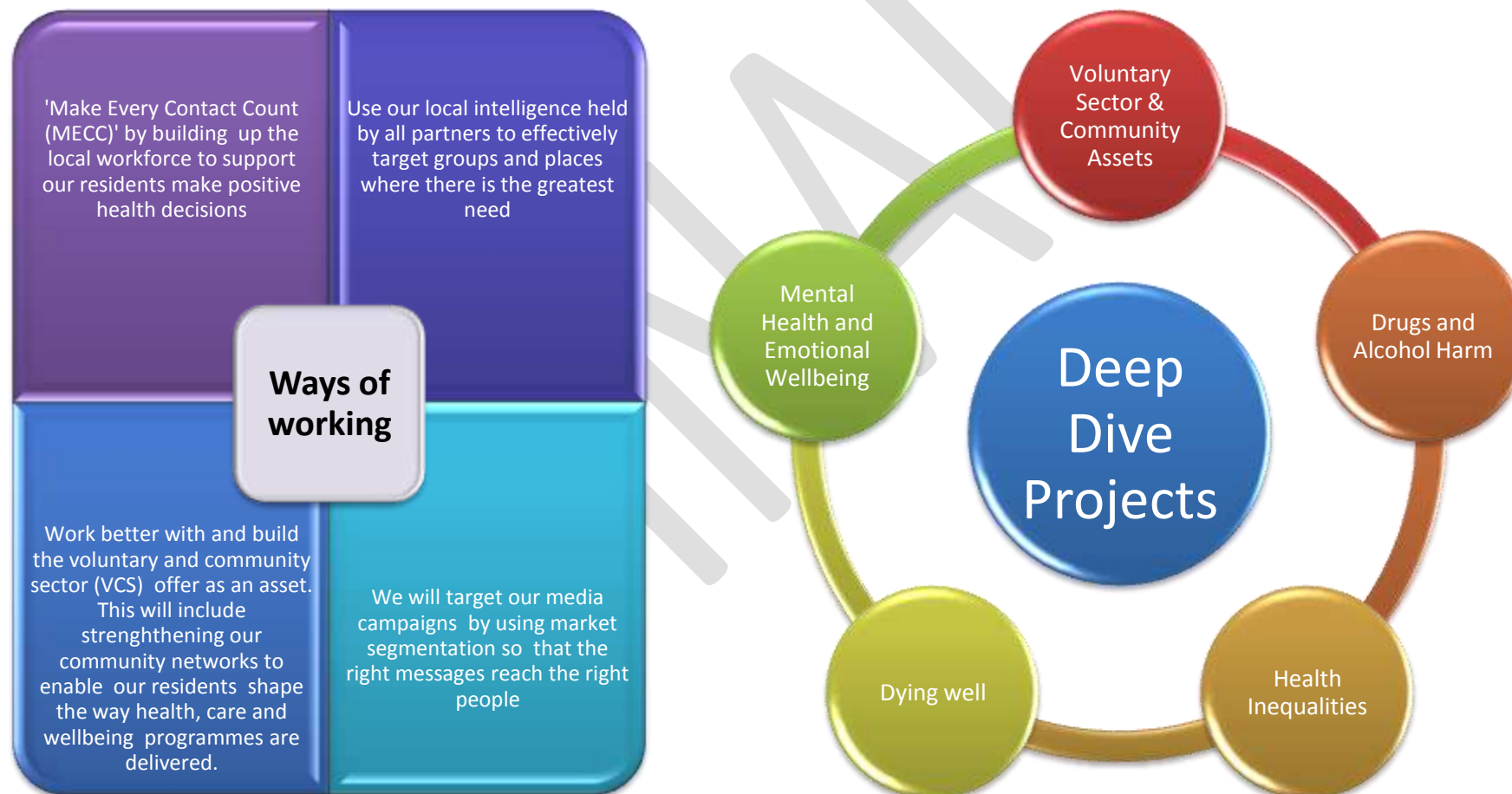
Priority Outcomes	Actions already in Progress		
	Improving Health and Care Services	Improving Health & Wellbeing	Protecting Health
Starting Well	*Improve access for emotional wellbeing and Child and Adolescent Mental Health Services (CAMHS)	*Implement programmes that promote emotional wellbeing and resilience *Improve school readiness, educational attainment and aspirations for children and young people *Implement parenting programmes	*Promote healthy relationships through education, early help and support *Promote uptake of childhood immunisations in deprived wards
Working Well	*Implement workplace based screening programmes to improve health and wellbeing and improve access to health services *Implement workplace wellbeing accreditation and charter schemes for businesses and organisations	*Improve training and employment for people with disability/mental health/long-term conditions *Provide training and employment for young people *Implement programmes to reduce poverty	*Promote uptake of vaccinations for at risk professional groups e.g. health and social care *Promote uptake of vaccinations for people with long-term conditions
Ageing Well	*Provide integrated health, care and wellbeing packages *Improve access to health, care, mental health and wellbeing services	*Implement networking initiatives to reduce social isolation and loneliness *Implement and strengthen programmes that provide support for carers	*Promote safer neighbourhoods and reduce crime and anti-social behaviour
Living Well	*Provide integrated care packages and to include prevention *Deliver the right care, at the right time, in the right place by working as locally as possible and shifting the balance of care out of hospital to community providers including Housing and VCS organisations	*Implement programmes to reduce drugs and alcohol harm *Implement programmes to reduce tobacco harm *Implement programmes to promote physical activity, improve diets and reduce excess weight *Implement programmes to improve emotional wellbeing and mental health	*Implement programmes to reduce impact of drugs and alcohol misuse on children and young people *Implement programmes to reduce tobacco harm in children and young people
Dying Well	*Implement evidence based end of life care packages in appropriate settings	*Implement bereavement and counselling services	*Promote uptake of 65+ flu vaccinations *Promote screening and early identification for preventable ill-health

Our interdependencies



Our plan for delivery – Looking ahead

In addition, we want to do some things very differently from the way we have previously operated. This means that we will invest in the health and wellbeing assets in our communities to enable our residents to facilitate the desired cultural changes that will improve the health and wellbeing of our local area. The Board will also focus on a few deep dive projects across the life course and ensure that together with our wider community partners, we collectively deliver over the lifespan of this strategy to get it right for our population.



The detailed implementation plan for the deep dive projects is attached as appendix 1 of this strategy.

Our principles and values



The Health and Wellbeing Board operates within a set of principles and values. The Joint Health and Wellbeing Strategy implementation provides the opportunity to maximise partnerships and evidence base, generating new ways of tackling health and wellbeing challenges. This includes recognising and mobilising the talents, skills and assets of local communities to maximise health and wellbeing outcomes.

Our governance arrangements

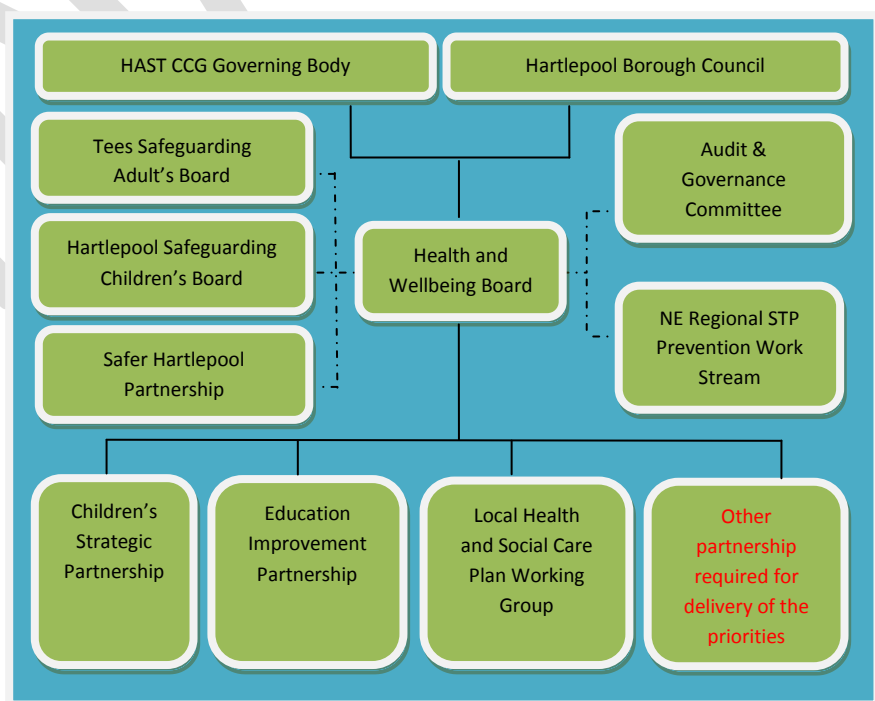
Who will hold us accountable?

This Strategy is owned by the Health and Wellbeing Board and will be reviewed by the Board every 3 years to ensure that it remains relevant and continues to reflect local priorities.

Each year the Board will agree an action plan setting out how the Strategy will be delivered. The action plan will set out agreed timescales for delivery and clear ownership for the actions. The action plan will also include a number of performance indicators which will be used to assess the progress being made.

The key risks for implementing the Strategy will also be identified.

The Audit and Governance Committee of the Council will hold the Board accountable for implementing the Strategy. In addition there will be other Council/Borough-wide/regional partnerships whose work will help to deliver the Strategy.



Monitoring and evaluation

How will we know we have been successful?

In order to measure success, the Board will monitor progress through quarterly performance reports and seek to maximise resources and secure external resources into the Borough. We will embed a culture of evaluation by working better with the academic institutions to utilise an action research approach that will help test new models of delivery and embed a continuous improvement ethos. Below are the outline indicators that will be monitored for each priority theme.

Priority	Measures	
	What we hope to achieve (outcome of interest)	How we will know we are on the right path (process/output indicators)
Overarching	VCS is driving prevention programmes in communities.	<ul style="list-style-type: none"> ✓ MECC training offer that includes brief intervention skills is produced with library service and delivered to staff of local agencies ✓ Comprehensive local directory of community assets and services is produced ✓ Hartlepool multi-agency health, care and wellbeing prevention model is developed and implemented
Starting Well	Number of children affected by inter-generational cycle of vulnerability e.g. poverty, domestic abuse, drugs and alcohol is decreasing.	<ul style="list-style-type: none"> ✓ Reducing trend in LAC/child protection cases that result from domestic abuse/substance misuse is observed ✓ Increasing proportion of children on FSM achieving 5+ GCSEs (including Maths and English) is observed ✓ Increasing proportion of 11-16 year olds are offered opportunities for work experience or apprenticeship
Working Well	Number of people from Hartlepool with a disability/long-term illness in employment is increasing. Number of young people from Hartlepool in employment is increasing.	<ul style="list-style-type: none"> ✓ Increasing trend in % of people aged 16-64 in employment is observed ✓ Health-led employment initiative is piloted, evaluated and fully implemented ✓ Reducing trend in gap in employment rate between those with a long-term health condition/learning disability/mental health and the overall employment rate is observed
Ageing Well	Majority of older people in Hartlepool are independent and not socially isolated.	<ul style="list-style-type: none"> ✓ Community peer support and networking model is developed and implemented ✓ Increasing trend in the % of adult carers who have as much social contact as they would like is observed ✓ Increasing trend in the % of adult social care users who have as much social contact as they would like is observed
Living Well	Hartlepool Borough provides an enabling environment that supports residents to take up and sustain a healthy lifestyle.	<ul style="list-style-type: none"> ✓ Healthy Borough status is achieved ✓ Social value charter is developed and adopted for the Borough ✓ Increasing trend in % of people utilising outdoor space for exercise/health reasons is observed
Dying Well	Residents of Hartlepool and their carers/families are provided with appropriate support to deal with dying and death.	<ul style="list-style-type: none"> ✓ Compassionate Borough status is achieved ✓ Dying Well community charter is developed and adopted by the Borough ✓ Integrated multi-agency support pathway for dying well is developed and implemented

Appendix 1: Joint Health and Wellbeing Implementation plan (2018 -2025)

Joint Health and Wellbeing Strategy (2018 - 2025) Delivery plan												
What	Lead	Timescale							Outcome/Output measures	RAG	Risks/Barriers to delivery	
		Year										
		1	2	3	4	5	6	7				
1. Voluntary Sector & Community Assets												
VCS sector improvement <ul style="list-style-type: none">Develop virtual network of local VCS organisations with appropriate coordination to avoid duplication and coordinate provisionUtilise VCS organisations to facilitate targeted consultations/strategy and service development to relevant groups – place and person; and to secure insight into community specific issuesWork in partnership to secure inward investment through external bids. Communicate information on grants through newsletter /support to smaller organisations on bid writing.	Safer Hartlepool Partnership (SHP) - Community engagement lead, HBC	√	√	√					<ul style="list-style-type: none">Virtual network of VCS organisations developedVCS leading community development and engagement activities			
Community development and Directory of community activities <ul style="list-style-type: none">Maximise opportunities for people to access information and support and participate within their local communities through promoting and continuing to further develop resources such as ‘Hartlepool Now’ and ‘Family Services Directory’ – provide group specific segments e.g. CYP, Family, free activities, place specificProvide information and support to elected members to advocate for and champion bespoke health improvement initiatives in their wards	Hartlepool Matters working group	√	√	√					<ul style="list-style-type: none">Directory of multi-agency services in the community refreshed, marketed and kept up to dateAnnual ward profiles produced for elected membersElected members leading on ward specific health improvement initiatives			
	Public health lead	√	√	√	√	√	√	√				

2. Improve Mental Health & Emotional Wellbeing											
Access to mental health services <ul style="list-style-type: none">Redesign care pathways to improve access to interventions for those people who fall below the specialist services threshold but require interventions other than universal programmes	Hartlepool Matters working group	√	√	√	√	√	√	√	<ul style="list-style-type: none">Improved public perception on accessibility of mental health services		
Children and Young People's health <ul style="list-style-type: none">Develop local CYP workforce (to help make every contact count) to identify emotional health issues and intervene earlyContinue to develop and implement a multi-agency intervention model that incorporates the five ways to wellbeing and aligned with CAMHS and Future in MindContinue to develop intervention to address the needs of young carers with a focus on social isolation	Children's Strategic Partnership (CSP)	√	√	√	√	√	√	√	<ul style="list-style-type: none">CYP workforce development planFive ways to wellbeing model developed and implemented		
Employee health <ul style="list-style-type: none">Utilise the North East Better Health at Work Award to facilitate improved employer support for emotional wellbeing of employees	Public Health lead	√	√	√	√	√	√	√	<ul style="list-style-type: none">Checklist for promoting EWB in the workplace is adopted and shared with local employersMental health and wellbeing is addressed at each stage of the regional award scheme		
Older people's health <ul style="list-style-type: none">Continue to strengthen ongoing multi-agency work (e.g. Befriending Network, Project 65 etc) to tackle social isolation for older people. To include peer networks to facilitate improved access to community based activities.	Adult services committee	√	√	√	√	√			<ul style="list-style-type: none">Reported improvement in social isolation by residents		
Promoting emotional wellbeing <ul style="list-style-type: none">Implement community cohesion programmes to facilitate mutual acceptance and tolerance of people from different backgroundsImprove access to ESOL classes to help reduce	(SHP) – Safer neighbourhoods group Adult	√	√	√					<ul style="list-style-type: none">Community cohesion strategy fully implementedObserved increasing trend in number of people who use outdoor space for physical activity		

<p>communication barriers and therefore help with better networking and engagement by asylum seekers</p> <ul style="list-style-type: none"> Raise awareness of and implement multiple interventions to improve access and facilitate increased uptake of physical activity to improve emotional wellbeing Design and implement a social marketing campaign to help improve awareness and reduce stigma on mental health 	<p>learning and skills lead</p> <p>Healthy weight</p> <p>healthy lives</p> <p>strategy</p> <p>group</p> <p>Public Health/Com</p> <p>ms lead (s)</p>	✓	✓	✓							<ul style="list-style-type: none"> EWB social marketing campaign launched 		
3. Reduce Drug and Alcohol harm													
<p>Understanding needs and demand</p> <ul style="list-style-type: none"> Utilise multi-agency data, information and demographics across Hartlepool to provide a better overview of need to help redirect action through the JSNA. Map current activity to help re-direct action to areas of most need through the development and implementation of a multi-agency Drug & Alcohol Harm Reduction delivery framework and to improve access to interventions – to include a focus on CYP misuse and parental impact. 	<p>SHP- Drugs & Alcohol Harm Reduction group</p>	✓									<ul style="list-style-type: none"> Multi-agency Drugs and Alcohol Harm Reduction delivery framework developed and implemented 		
<p>Targeted awareness and social marketing</p> <ul style="list-style-type: none"> Design and launch a ‘Hartlepool big conversation’ programme that will support multi-agency and town wide social marketing on drugs and alcohol harm (to include medicines waste) – use sport as an engagement tool for prevention and recovery 	<p>SHP- Substance misuse group</p>	✓	✓	✓	✓	✓	✓	✓			<ul style="list-style-type: none"> Drugs and alcohol marketing campaign launched 		
<p>Promoting behaviour change</p> <ul style="list-style-type: none"> Pilot a behaviour insight project to help understand behavioural barriers to assessing interventions and implement appropriate ethnographic interventions in response in order to improve uptake of services 	<p>SHP- Substance misuse group</p>	✓	✓	✓	✓	✓	✓	✓			<ul style="list-style-type: none"> Increasing trend in uptake of support by community based services 		
<p>Children and Young People’s health</p> <ul style="list-style-type: none"> Develop local CYP workforce (to help make every 	<p>Children’s Strategic</p>										<ul style="list-style-type: none"> CYP workforce development plan Hidden harm identification 		

4.1 Appendix 1

<p>contact count) to provide parental and CYP education and to identify Drug and Alcohol misuse issues and intervene early; and to support schools and colleges to play a lead role.</p> <ul style="list-style-type: none"> Design and implement a multi-agency model that will support early identification of 'hidden harm' and intervention in order to minimise the impact of drugs and alcohol on children and young people Build and provide multi-agency integrated early help services for 'hidden harm'. 	<p>Partnership (CSP)</p> <p>Hartlepool Safeguarding Children's Board (HSCB)</p>	√	√	√	√	√	√	√	<p>framework developed and implemented</p> <ul style="list-style-type: none"> Integrated early help services support pathway for 'hidden harm' commissioned 		
4. Reduce Health Inequalities											
<p>Asylum seeker incl BME communities' health</p> <ul style="list-style-type: none"> Implement peer educator training for asylum seekers to raise awareness of education/information on health care systems/services/childhood communicable diseases and other community health and care services and how to access them Provide health and care leaflets with different translations in order to reduce language barrier Provide presentations on health, care and wellbeing initiatives to bespoke BME groups e.g. Chinese association in order to improve awareness. 	<p>SHP - Public Health lead/CCG lead/ HBC Community engagement lead</p>	√	√	√	√	√	√	√	<ul style="list-style-type: none"> Peer educator programme for asylum seekers implemented 		
<p>Interpreter service</p> <ul style="list-style-type: none"> Implement the recommendations from the Health watch (2017) survey in order to help reduce barriers to accessing health and care services for vulnerable groups e.g. deaf, asylum seekers 	<p>GP Federation/ TEWV/NTHF T</p>	√	√						<ul style="list-style-type: none"> Improved access to healthcare for those who require interpreter services 		
<p>Children and Young People's health</p> <ul style="list-style-type: none"> Provide awareness sessions to young people on their rights to access health care services independently e.g. contraception, alcohol etc; and interventions available in the Borough Design and implement a multi-agency support model to improve the achievement of children 	<p>Children's Strategic Partnership (CSP)</p>	√	√	√					<ul style="list-style-type: none"> Improved awareness among young people on their rights to access services independently Tobacco harm social marking campaign in schools launched Reducing trend in number of CYP who are excluded from school 		

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<ul style="list-style-type: none"> and young people in school Design and facilitate an awareness and social marketing approach on tobacco harm to be implemented by schools and colleges 			✓	✓	✓	✓	✓	✓			
Health of the Armed Forces Community <ul style="list-style-type: none"> Continue to implement actions to address the health and care needs of service and ex-service personnel as outlined in the Armed Forces Community Covenant 	Hartlepool Armed Forces liaison group	✓	✓	✓	✓	✓	✓	✓	<ul style="list-style-type: none"> Health and Care needs of the Armed Forces community is considered in service design and implementation 		
Financial improvement <ul style="list-style-type: none"> Build on the work of the financial inclusion partnership and the Hartlepool action lab to improve income for disadvantaged groups Pilot a health-led employment initiative for people with LTCs/disability 	Financial inclusion partnership/ Hartlepool action lab NTHFT lead	✓	✓	✓	✓	✓	✓	✓	<ul style="list-style-type: none"> Increasing trend in rate of people with LTC/disability and Young People who are in employment 		
Using policy and intelligence to drive change <ul style="list-style-type: none"> Develop and adopt a multi-agency charter for Health in all policies (HiAP) Utilise multi-agency data and intelligence to help redirect action through the JSNA to areas of most need by development and implementation of a tobacco harm reduction framework 	Public Health lead/CCG lead	✓	✓	✓	✓	✓	✓	✓	<ul style="list-style-type: none"> Hartlepool charter for HiAP developed and signed up by all partners of the HWB Multi-agency tobacco harm reduction framework developed and implemented 		
Domestic Abuse <ul style="list-style-type: none"> Develop and implement a programme of action to achieve a White Ribbon Town status in Hartlepool Continue to implement social marketing campaigns to help reduce incidence of Domestic Abuse 	SHP – Domestic violence and abuse group	✓	✓	✓					<ul style="list-style-type: none"> White Ribbon Accreditation achieved 		
Make every contact count <ul style="list-style-type: none"> Develop local workforce to identify health, care and wellbeing issues and intervene early 	STP regional prevention group – PH lead	✓	✓	✓	✓	✓	✓	✓	<ul style="list-style-type: none"> MECC model implemented in Hartlepool 		

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Access to local health and care services <ul style="list-style-type: none"> Continue to implement current actions to ensure appropriate health and care services are provided closer to home Continue to implement the Better Care Fund Plan 	Hartlepool Matters working group	√	√	√	√	√	√	√	<ul style="list-style-type: none"> Better Care Fund Plan fully implemented 		
Autism and Learning Disabilities <ul style="list-style-type: none"> Continue to further develop and implement local strategies and programmes to address access to health and care services for people with Autism and Learning Disabilities 	CCG lead/CSP								<ul style="list-style-type: none"> Local strategy to improve access for people with Autism and Learning Disabilities implemented. 		
Ex-Offender Health <ul style="list-style-type: none"> Provide leaflets and education on local health and care services to ex-offenders to help improve access to services and integration 	SHP - Public Health lead/CCG lead/ HBC Community engagement lead/Probation service lead	√	√	√	√	√	√	√	<ul style="list-style-type: none"> Community health and care services introductory pack for ex-offenders developed Local pathway for community re-integration for ex-offenders agreed and implemented 		
5. Dying well											
Bereavement/palliative care support <ul style="list-style-type: none"> Map current access to bereavement/palliative care support in Hartlepool and implement interventions to ensure easy access for those who require them Develop and implement a model for advanced care planning for end of life that addresses preferred place of death– to include implications for carers and a focus on vulnerable groups e.g young carers, people with learning disabilities Adapt local policies to help achieve a compassionate Borough status 	Health watch/CCG lead/NTHFT lead	√	√	√	√				<ul style="list-style-type: none"> Directory of bereavement/ palliative care support produced and marketed Multi-agency advanced care planning toolkit developed and implemented Compassionate Borough status achieved 		
Key (RAG rating): Red = Not started; Amber = In progress; Green = Completed											



POVERTY IMPACT ASSESSMENT FORM

1. Is this decision a Budget & Policy Framework or Key Decision? YES

If YES please answer question 2 below

2. Will there be an impact of the decision requested in respect of Child and Family Poverty?

YES

If YES please complete the matrix below

GROUP	POSITIVE IMPACT	NEGATIVE IMPACT	NO IMPACT	REASON & EVIDENCE
Young working people aged 18 - 21	✓			<p>Targeted projects contained within the strategy focus on mental health / emotional wellbeing, drugs and alcohol harm, health inequalities (inc. domestic abuse and poverty) and dying well.</p> <p>The Strategy aims to:</p> <ul style="list-style-type: none"> - Implement opportunistic economic assessment models e.g. maternity/primary care/ mental health settings/housing providers, etc; - Develop and implement a HBC model for 'pathways to a successful career' for 11-16 year olds; - Adapt local policies to help achieve a 'Healthy Borough' status; - Build on the community hubs model, implementing the 'Five Ways to Wellbeing' programme in settings; - Build resilience for adults, older people and communities by developing programme that embeds asset based approaches together with the Five Ways to Wellbeing; and - Implement a community peer development model, building on the work of the 'Hartlepool Action Lab' delivered by Joseph Rowntree Foundation. - There is a focus on a pilot of the Health-led employment initiative for people with LTCs/disability. <p>Please also apply this text to the sections below**</p>
Those who are disabled or suffer from illness / mental illness	✓			<p>Targeted projects contained within the strategy focus on mental health / emotional wellbeing, drugs and alcohol harm, health inequalities (inc. domestic abuse and poverty) and dying well.</p> <p>**</p>
Those with low educational attainment			✓	<p><i>Whilst not specifically targeted, there will be an impact across all strands of the community in helping deliver improved health and wellbeing outcomes.**</i></p>

4.1 Appendix 2

Those who are unemployed	✓			<p><i>There will be an impact across all strands of the community in helping deliver improved health and wellbeing outcomes. There is a specific focus on:</i></p> <ul style="list-style-type: none"> - A pilot of the Health-led employment initiative for people with LTCs/disability. - Develop and implement a HBC model for 'pathways to a successful career' for 11-16 year olds **
Those who are underemployed	✓			<p><i>Whilst not specifically targeted, there will be an impact across all strands of the community in helping deliver improved health and wellbeing outcomes. There is a specific focus on a pilot of the Health-led employment initiative for people with LTCs/disability. **</i></p>
Children born into families in poverty	✓			<p><i>Whilst not specifically targeted, there will be an impact across all strands of the community in helping deliver improved health and wellbeing outcomes. **</i></p>
Those who find difficulty in managing their finances			✓	<p><i>Whilst not specifically targeted, there will be an impact across all strands of the community in helping deliver improved health and wellbeing outcomes.**</i></p>
Lone parents			✓	<p><i>Whilst not specifically targeted, there will be an impact across all strands of the community in helping deliver improved health and wellbeing outcomes.**</i></p>
Those from minority ethnic backgrounds	✓			<p><i>Whilst not specifically targeted, there will be an impact across all strands of the community in helping deliver improved health and wellbeing outcomes.**</i></p>

Poverty is measured in different ways. Will the policy / decision have an impact on child and family poverty and in what way?				
Poverty Measure (examples of poverty measures appended overleaf)	POSITIVE IMPACT	NEGATIVE IMPACT	NO IMPACT	REASON & EVIDENCE
Children in Low Income Families (%)			✓	There is focus on improving health and wellbeing outcomes across the whole population of Hartlepool. In relation to the protected groups identified in the Equality Act, there are key deliverables focusing on improving outcomes for young people, older people and those with disabilities.
Children in Working Households (%)			✓	There is focus on improving health and wellbeing outcomes across the whole population of Hartlepool. In relation to the protected groups identified in the Equality Act, there are key deliverables focusing on improving outcomes for young people, older people and those with disabilities.
Overall employment rate (%)			✓	There is focus on improving health and wellbeing outcomes across the whole population of Hartlepool. In relation to the protected groups identified in the Equality Act, there are key deliverables focusing on improving outcomes for young people, older people and those with disabilities.
Proportion of young people who are NEET			✓	There is focus on improving health and wellbeing outcomes across the whole population of Hartlepool. In relation to the protected groups identified in the Equality Act, there are key deliverables focusing on improving outcomes for young people, older people and those with disabilities.
Adults with Learning difficulties in employment	✓			There is focus on improving health and wellbeing outcomes across the whole population of Hartlepool. In relation to the protected groups identified in the Equality Act, there are key deliverables focusing on improving outcomes for young people, older people and those with disabilities.
Free School meals attainment gap (key stage 2 and key stage 4)			✓	There is focus on improving health and wellbeing outcomes across the whole population of Hartlepool.

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				In relation to the protected groups identified in the Equality Act, there are key deliverables focusing on improving outcomes for young people, older people and those with disabilities.
Gap in progression to higher education FSM / Non FSM			✓	There is focus on improving health and wellbeing outcomes across the whole population of Hartlepool. In relation to the protected groups identified in the Equality Act, there are key deliverables focusing on improving outcomes for young people, older people and those with disabilities.
Achievement gap between disadvantaged pupils and all pupils (key stage 2 and key stage 4)			✓	There is focus on improving health and wellbeing outcomes across the whole population of Hartlepool. In relation to the protected groups identified in the Equality Act, there are key deliverables focusing on improving outcomes for young people, older people and those with disabilities.
Number of affordable homes built			✓	There is focus on improving health and wellbeing outcomes across the whole population of Hartlepool. In relation to the protected groups identified in the Equality Act, there are key deliverables focusing on improving outcomes for young people, older people and those with disabilities.
Prevalence of obese children in reception year	✓			There is focus on improving health and wellbeing outcomes across the whole population of Hartlepool. In relation to the protected groups identified in the Equality Act, there are key deliverables focusing on improving outcomes for young people, older people and those with disabilities.
Prevalence of obese children in reception year 6	✓			There is focus on improving health and wellbeing outcomes across the whole population of Hartlepool. In relation to the protected groups identified in the Equality Act, there are key deliverables focusing on improving outcomes for young people, older people and those with disabilities.
Life expectancy	✓			There is focus on improving health and wellbeing outcomes across the whole population of Hartlepool. In relation to the protected groups identified in the Equality Act, there

4.1 Appendix 2

				are key deliverables focusing on improving outcomes for young people, older people and those with disabilities.
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Overall impact of Policy / Decision			
NO IMPACT / NO CHANGE – the impact will be positive.	✓	ADJUST / CHANGE POLICY / SERVICE	
ADVERSE IMPACT BUT CONTINUE		STOP / REMOVE POLICY / SERVICE	

Impact Assessment Form

Department	Division	Section	Owner/Officer
Child and Adult Services	Public Health	Public Health	Paul Edmondson-Jones
Service, policy, practice being reviewed/changed or planned	Hartlepool Joint Health and Wellbeing Strategy 2018-25		
Why are you making the change?	The NHS reform requires the Local Authority with partner agencies to develop a joint Health and Wellbeing Strategy based on the Joint Strategic Needs Assessment (JSNA). The final draft of the strategy must be completed by April 2018. The strategy should focus on not only protecting the health of the population but improving it through a range of evidence based interventions.		
How might this impact (positively/negatively) on people who share protected characteristics?			
		<i>Please tick</i>	
		POSITIVELY	NEGATIVELY
Age		<input checked="" type="checkbox"/>	
<p>There is focus in the Health and Wellbeing Strategy on improving health and wellbeing outcomes across the whole population of Hartlepool. In relation to the protected groups identified in the Equality Act, as detailed below, there are key deliverables focusing on improving outcomes for young people, older people and those with disabilities.</p> <p>Targeted projects contained within the strategy focus on mental health / emotional wellbeing, drugs and alcohol harm, health inequalities (inc. domestic abuse and poverty) and dying well, delivering ways of working that:</p> <ul style="list-style-type: none"> - Make every contact count; - Use local intelligence to effectively target groups and places where there is the greatest need; - Work better with, and build, the voluntary and community sector (VCS) offer as an asset; and - Target our media campaigns so that the right messages reach the right people. <p>The Strategy aims to:</p> <ul style="list-style-type: none"> - Implement opportunistic economic assessment models e.g. maternity/primary care/ mental health settings/housing providers, etc; - Develop and implement a HBC model for 'pathways to a successful career' for 11-16 year olds; - Adapt local policies to help achieve a 'Healthy Borough' status; - Build on the community hubs model, implementing the 'Five Ways to Wellbeing' programme in settings; - Build resilience for adults, older people and communities by developing programme that embeds asset based approaches together with the Five Ways to Wellbeing; and - Implement a community peer development model, building on the work of the 'Hartlepool Action Lab' delivered by Joseph Rowntree Foundation. <p>Please also apply this text to the sections below**</p>			
Disability		<input checked="" type="checkbox"/>	
<i>Improved health and wellbeing outcomes as an integral part of the community across Hartlepool, with specific involvement in the consultation process for the development of the Strategy. **</i>			
Gender Re-assignment			
Not directly			
Race		<input checked="" type="checkbox"/>	
<i>Improved health and wellbeing outcomes as an integral part of the community across Hartlepool, with specific involvement in the consultation process for the development of the Strategy. **</i>			

Religion	✓	
Not directly		
Gender	✓	
Not directly		
Sexual Orientation		
Not directly		
Marriage & Civil Partnership		
Not directly		
Pregnancy & Maternity	✓	
**		
Has there been consultation /is consultation planned with people who will be affected by this policy? How has this affected your decision making?	<p>As demonstrated, we have undertaken a considerable consultation exercise and we are able to analyse the data collected from the different locations where the consultation took place. The strategy is underpinned by the JSNA and as part of this consultations have been / are being undertaken with specific user groups. In addition to this, HWS consultations have encouraged involvement through the Youth Council, schools, existing adult forums (e.g. the Learning Disability partnership Board and the Mental Health Forum) and community groups (inc. minority groups). The priorities identified in the proposed Council Plan have been informed by the Council's Your Say, Our Future exercise that took place over summer 2016.</p>	
As a result of your decision how can you mitigate negative/maximise positive outcomes and foster good relationships?	<p>Maximising positive outcomes / fostering good relationships - The Health and Wellbeing Board is a partnership body responsible for 'ensuring consistency between the commissioning priorities of partners and the Health and Wellbeing Strategy and JSNA. Having strategic influence over commissioning and investment decisions across health, public health and social care services to ensure integration and joint commissioning particularly for those services being commissioned and provided to the most vulnerable people'.</p> <p>The involvement of all partners on the Board in the development, and approval, of the strategy ensures 'buy in' to the actions necessary for its implementation - maximising the potential for positive outcomes / improvements.</p> <p>Should any changes be required to individual services, in order to implement the Strategy individual Equality Impact Assessments will be carried out (as and if required).</p>	
Describe how you will address and monitor the impact	<p>1. No Impact- No Major Change</p> <p>Addressing Impact - There is no potential for discrimination or adverse impact on the above Protected Characteristics as part of the implementation of the strategy. The aims / activities of the health and Wellbeing Board in implementing the strategy will ensure integration and joint commissioning, particularly for those services being commissioned and provided to the most vulnerable people.</p> <p>All opportunities to promote equality have been taken and no further analysis or action is required.</p>	

		Monitoring Impact - Implementation of the strategy is to be undertaken through the Health and Wellbeing Board biannually, commencing in June 2018.	
		2. Adjust/Change Policy	
		3. Adverse Impact but Continue	
		4. Stop/Remove Policy/Proposal	
Initial Assessment	18/09/2017	Reviewed	00/00/00
Completed	18/09/2017	Published	00/00/00

FINANCE AND POLICY COMMITTEE

12th February 2018



Report of: CORPORATE MANAGEMENT TEAM

Subject: MEDIUM TERM FINANCIAL STRATEGY (MTFS)
2018/19 TO 2019/20 AND FINANCIAL OUTLOOK
FROM 2020/21

1.0 TYPE OF DECISION/APPLICABLE CATEGORY

1.1 Budget and Policy Framework.

2.0 PURPOSE OF REPORT

2.1 The purpose of this report is to update the MTFS to reflect the Local Government Finance settlement announcement and to enable Members to finalise the detailed 2018/19 Council Tax proposals to be referred to Council on 22nd February 2018.

3.0 BACKGROUND

- 3.1 At the Council meeting on 14th December 2017 the budget proposals referred from the Finance and Policy Committee were approved and this included an indicative Council Tax increase (including the 3% Social Care precept) of 4.9% for 2018/19. Members noted that the level of Council Tax for 2018/19 would be determined by Council in February 2018, to reflect the Government actual 2018/19 Council Tax referendum limit.
- 3.2 In summary the approved 2018/19 budget proposals, including an indicative Council Tax increases in line with the Government's previously announced referendum limit enable a balanced budget to be set for 2018/19. The indicative 2018/19 Council Tax increase generates recurring income of **£1.785m** and this addresses approximately **25%** of the 2018/19 gross deficit. The remaining 75% of the 2018/19 deficit has been addressed from a combination of forecast housing growth, budget savings and use of reserves.
- 3.3 The budget strategy also reduces the core budget deficit for 2019/20 to £1.363m, as summarised below:

Summary of measures to reduce 2018/19 and 2019/20 gross budget deficits

	2018/19	2019/20	Total 2018/19 and 2019/20
	£'m	£'m	£'m
Gross Deficit	7.314	3.758	11.072
Less - Social Care Precept (3% 2018/19, 0% 2019/20)	(1.093)	0	(1.093)
Less - Council Tax increase 1.9%	(0.692)	(0.740)	(1.432)
Less - Growth in Council Tax base (742 Band D equivalent properties over the period 2018/19 and 2019/20)	(0.574)	(0.478)	(1.052)
Sub Total – Deficit after Council Tax increases and forecast housing growth	4.955	2.540	7.495
Less – Use of Budget Support Fund	(2.448)	(0.257)	(2.705)
Less – Savings approved February 2017	(1.685)	(0.785)	(2.470)
Less – Savings approved December 2017	(0.822)	(0.135)	(0.957)
Cuts still to be identified	0	1.363	1.363

3.4 The core budget deficits summarised in the above table excluded the impact of:

- **Looked After Children budget pressures** – as reported previously these pressures currently total approximately £2.5m and in 2018/19 will be funded from one off resources. This strategy is designed to provide a longer lead time to either reduce these pressures, or for the Government to recognise this is a national issue and provide additional funding. However, as reported previously there is a significant risk that neither of these measures will be achieved and this could therefore increase the budget deficit for 2019/20 by **£2.5m**;
- **National Local Government Pay awards April 2018 and April 2019** – as reported verbally by the Leader to Council on 14th December 2017 the Employers organisation made a pay offer for April 2018 and April 2019 on 5th December 2017. This pay offer reflects pay restraint which has applied for the last five years and for the majority of staff provides annual cost of living pay increases for the next two years of 2%. For lower paid staff higher annual pay increases will apply.

Over the next two years the national pay offer will increase the Council's total recurring pay costs by 5.8%, which is broadly in line with the national increase of 5.7%. The budget forecast had provided for annual pay increases of 1% in line with the Government's previously announced pay cap.

For 2018/19 the additional pay cost will be approximately £0.950m and as approved by full Council will be funded from the one off resources released from the reserves review. The recurring additional cost from 2019/20 will be £2.150m and unless the Government provide additional funding as part of the 2019/20 Local Government Finance settlement will have to be funded by identifying additional budget reductions in 2019/20.

- 3.5 In summary the Looked after Children's budget pressure and impact of the national pay award could increase the 2019/20 budget deficit from **£1.363m** to **£6.013m**.

4.0 **LOCAL GOVERNMENT FINANCE SETTLEMENT ANNOUNCEMENT 2018/19**

- 4.1 The Government presented the settlement to Parliament on 19th December 2017 and this covered the following key issues:

- **Revenue Support Grant (RSG) 2018/19 and 2019/20** - the Government confirmed the previously announced RSG cuts, which means that local authorities will have faced nine years of RSG cuts by 2019/20. As reported previously these cuts have had a disproportionate impact on authorities, including Hartlepool, which are more dependent on RSG and have less ability to fund services from Council Tax and Business Rates income. Confirmation of these cuts means that the Council will have to implement the planned 2018/19 and 2019/20 budget cuts;
- **Council Tax referendum limit 2018/19 and 2019/20** – the Government has increased the core Council Tax referendum limit from 2% to 3% to recognise the financial pressures facing councils, including the increased costs of Looked after Children.

For authorities with Adult Social Care responsibilities the previously announced Adult Social Care precept limits remain. These arrangements continue the Adult Social Care precept of an additional 2% for three years up to 2019/20, with flexibility to increase the precept to 3% in 2017/18 and 2018/19, provided the increases do not exceed 6% between 2017/18 and 2019/20.

Whilst, the increase in the core Council Tax referendum limit and Social Care precept increases financial flexibility and secures recurring Council Tax income, this change is more beneficial to more affluent areas where the additional Council Tax increases will raise more recurring resources. For example, Department of Communities and Local Government figures show that:

- Wokingham Council could raise Council Tax income of £34 per resident if they implement a Council Tax increase up to the 2018/19 referendum limit; whereas
- Hartlepool could only raise £24 per resident; and

- This means Wokingham can potentially raise approximately £1m of recurring income more than Hartlepool.

The budget pressures in relation to Adult Social Care and Looked after Children are affecting the majority of authorities, and are particularly affecting authorities serving more deprived communities. Therefore, it would have been better for Hartlepool if the Government had recognised these issues by providing additional grant funding, rather than relying upon a further increase in Council Tax.

Council Tax income forecasts issued by the Government as part of the 2018 settlement indicate that the Government expects that authorities will make full use of the increase in Council Tax referendum limits. The Government's forecasts expect that by 2019/20 the national amount raised from Council Tax will be **£28.047 billion**, compared to **£22.036 billion** in 2015/16, an increase of **27.3%**. In cash terms the increase is **£6.011 billion**, which includes an additional **£1.824 billion** if all authorities implement the Adult Social Care precept.

- **Core Spending Power**

The Government's Core Spending Power forecasts highlight a number of key issues:

- Gross Core Spending Power for England in 2019/20 will be only **2.1%** higher than in 2015/16. Over this period councils have faced significant demographic pressures in relation to Adult Social Care, increasing costs in relation to Looked after Children, inflation pressures and unfunded increases in the National Living Wage.
- Net Core Spending Power for England excluding the Adult Social Care Precept in 2019/20 will be **1.9%** less than in 2015/16. When account is taken of inflation over this period the real term reduction is nearer **10%**.

- A continued switch in the funding of council services from national taxation to Council Tax as highlighted in the following table:

Changes in Core Spending Power of Councils 2015/16 to 2019/20
(figures are based on 2018/19 DCLG Provisional Local Government Finance Settlement)

	2015/16	2019/20	Increase/ (decrease) in overall funding
Settlement Funding Assessment (Total of Revenue Support Grant, Top-up grant and Business Rates income)	48.0%	32.4%	(15.6%)
Council Tax	49.3%	61.5%	12.2%
Other Grants (Total of Improved Better Care Fund, New Homes Bonus and Rural Services Delivery Grant)	2.7%	6.1%	3.4%
Total Core Spending Power	100.0%	100.0%	0%

- **Business Rates Retention** – as reported previously the Government indicated their intention to move from the current 50% Business Rates Retention to 100%, although it was unclear whether this would apply from 2019/20 or 2020/21.

The Government has now indicated that they intend to move to 75% Business Rates Retention from 2020/21. This change will not require primary legislation, which would be required for 100% retention.

As part of the implementation of 75% Business Rates Retention the Government has stated that Revenue Support Grant and Public Health Grant will be replaced by the additional Business Rates income retained by local authorities.

- **Fair Funding Review (FFR)** – the Government issued a detailed consultation document on the FFR on the same day as the settlement announcement. The Government has indicated that the FFR will be implemented from 2020/21, alongside the move from 50% to 75% Business Rates Retention. Responses to the FFR consultation need to be submitted by 12th March 2018 and a detailed report will be submitted to a future meeting to enable Members to consider the Council's response.

5.0 IMPACT OF SETTLEMENT ON THE COUNCIL

- 5.1 Government figures show that over the five year period of 2015/16 to 2019/20 the Council's core spending power will only increase by **£1.089m**, an increase of only **1.3%**, which is significantly less than the national core spending increase of **2.1%**. When account is taken of inflation and budget pressures in relation to Adult Social Care and Looked after Children there is a real terms reduction in funding for councils of **10%** over this period.
- 5.2 Government core spending power figures also show that Hartlepool continues to fund a lower proportion of spending from Council Tax and a higher proportion from the Settlement Funding Assessment and Other grants, as summarised in the table below. This position exposes the Council to a higher level of financial risk than other councils when the Government implements 75% Business Rates Retention and completes the Fair Funding Review as a greater proportion of the Council's recurring resources will be affected by these changes.

National and Hartlepool Core Spending Power funding sources 2019/20

	National	Hartlepool
Settlement Funding Assessment #	32.4%	43.4%
Council Tax	61.5%	49.1%
Other Grants ##	6.1%	7.5%
Total Core Spending Power	100.0%	100.0%

Revenue Support Grant, Top-up grant and Business Rates income.

Improved Better Care Fund, New Homes Bonus and Rural Services Delivery Grant.

- 5.3 The Settlement announcement details a range of Government policy announcements which will impact on the Council in both the short and medium term as detailed in the following paragraphs.
- 5.4 **Short Term Impact - 2018/19**
- 5.5 In February 2017 Council approved an indicative Council Tax increase for 2018/19 of 4.9%, which reflected the Government's previous core Council Tax referendum limit of 2% and Social Care precept of 3%.
- 5.6 The Government's decision in December 2017 to increase the core Council Tax referendum limit for 2018/19 and 2019/20 from 2% to 3% recognises the financial pressures facing councils, including Looked after Children pressures.
- 5.7 The main advantage of the Government's decision to increase the core referendum limit is that it secures recurring income. This would not

necessarily be the case if the Government had provided additional grant funding. The downsides of the Government's Council Tax policy are that it :

- continues to shift the burden of funding local services from national taxation to Council Tax; and
- does not recognise that individual authorities benefit differently from increasing Council Tax by an additional 1%.

5.8 In view of the Government's increased Council Tax referendum limits it is recommended that Members consider a revised Council Tax increase up to the Government's new referendum limits of 5.9% for 2018/19 and 2.9% for 2019/20. The advantages of implementing these increases are that they will:

- i) Secure additional Council Tax income of £365k in 2018/19, which can be used to support Looked after Children budget pressures;
- ii) Secure recurring additional Council Tax income of £781k in 2019/20, which would contribute towards the recurring Looked after Children pressure of £2.5m;
- iii) Reduces the budget cuts required in 2019/20 by £781k;
- iv) Secure a higher level of **recurring** Council Tax income to underpin the medium term financial sustainability of the Council in light of the Government's proposed changes in the funding system for local authorities planned for 2020/21.

5.9 Alternatively Members may wish to retain an overall 4.9% Council Tax increase for 2018/19, based on a 2.9% core increase, plus a 2% Adult Social Care precept. This option would then potentially enable a 3.9% increase to be implemented in 2019/20, based on a 2.9% core increase, plus a 1% Adult Social Care precept. This option would not secure additional income of £365k in 2018/19, although it would secure recurring income of £788k in 2019/20.

5.10 Either of the above Council Tax options would be sufficient to secure the 2018/19 Council Tax income required to achieve the MTFS proposals approved by Council in December.

- 5.11 The following table compares the above options with the indicative Council Tax increases approved in February:

Comparison of alternative Council Tax options

	Council Tax increase		Additional recurring Council Tax income compared to current MTFS forecast	
	2018/19	2019/20	2018/19	2019/20
<u>Current MTFS forecasts</u>				
Core Council Tax increase	1.9%	1.9%		
Adult Social Care precept	3.0%	0.0%		
Total	4.9%	1.9%	0	0
<u>December 2018 Government Referendum limits (paragraph 5.8)</u>				
Core Council Tax increase	2.9%	2.9%		
Adult Social Care precept	3.0%	0.0%		
Total	5.9%	2.9%	£365k	£781k
<u>Alternative phasing up to Government Referendum Limits (paragraph 5.9)</u>				
Core Council Tax increase	2.9%	2.9%		
Adult Social Care precept	2.0%	1.0%		
Total	4.9%	3.9%	0	£788k

- 5.12 The following table summarises the impact of the potential additional 1% Council Tax increase for 2018/19 on households:

Comparison of weekly Council Tax with a 4.9% or 5.9% increase for 2018/19

Percentage of properties	Property Band	Weekly increase in Council Tax		
		for non LCTS households		
		with 4.9% increase £.p	with 5.9% increase £.p	Additional increase pence
55.0%	A	0.97	1.17	0.20
16.9%	B	1.13	1.36	0.23
14.2%	C	1.30	1.56	0.26
7.4%	D	1.46	1.75	0.29
3.8%	E	1.78	2.14	0.36
1.6%	F	2.10	2.53	0.43

1.0%	G	2.43	2.92	0.49
0.1%	H	2.92	3.50	0.58

5.13 Medium Term impact – 2020/21

5.14 For Hartlepool, and many other authorities, the additional retained Business Rates income of moving from a 50% scheme to a 75% scheme will not be sufficient to replace the lost grant income. Therefore, the Government will need to address this shortfall by either increasing the 'Top Up' grant allocated to authorities with a low business rates base, or address this position through the FFR.

5.15 As summarised in the following table this is a significant financial risk for Hartlepool as the forecast funding shortfall is £8.413m, which equates to 11.4% of the 2019/20 net General Fund budget:

	£'m
2019/20 Revenue Support Grant	7.780
2019/20 Public Health Grant	8.533
Sub Total	16.313
Less - 2019/20 increase in retained Business Rates income moving from 50% to 75%	(7.900)
Forecast funding shortfall arising from implementation of 75% Business Rates Retention	8.413

5.16 In view of the above position the FFR review will be critical to the financial sustainability of the Council in 2020/21 and future years. As this stage there is insufficient information available to assess the impact of the FFR and changes to the Business Rates system on the Council. Further reports will be submitted when more information is available.

5.17 This uncertainty underlines the importance of securing the highest level of recurring Council Tax income by increasing Council Tax in line with Government Council Tax referendum limits, which reflects the Government's continued policy of shifting the funding burden for local services from national taxation to Council Tax payers.

6.0 FIVE YEAR CAPITAL PLAN

6.1 An update of the capital budgets is detailed in **Appendix A**, to reflect Government capital allocations announced since the initial proposals were approved by Council in December 2017.

7.0 EQUALITY AND DIVERSITY CONSIDERATIONS

7.1 Members are aware from previous MTFS reports that in making financial decisions the Council is required to demonstrate that those decisions are made in a fair, transparent and accountable way, considering the needs and the rights of different members of the community. This is achieved through assessing the impact that changes to policies, procedures and practices

could have on different equality groups. The Equality & Human Rights Commission has published a guide for decisions-makers which has been used by officers assessing the impact of individual savings proposals.

7.2 Equality Impact Assessments (EIA) have therefore been undertaken where required and were reported in the previous MTFS report. Each EIA identified whether:

- there is no impact or no major change to the service;
- adjustments or changes should be made to the proposal;
- the proposal should continue even though there may be an adverse impact, or;
- the proposal should be stopped or removed.

7.3 An overall central assessment had also been undertaken to determine the cumulative impact of the savings proposals on each individual “protected characteristic”. This assessment demonstrated that the savings proposals do not have an overall potential impact on any one area and there is no requirement to arrange further corporate consultation in relation to the budget proposals. There have been no changes arising from the issues detailed in this report.

8.0 LEGAL CONSIDERATIONS

8.1 In accordance with the Local Government Finance Act 1992 local authorities have a statutory responsibility to set their council tax at a level which will balance their budget. The budget decisions approved by Council in December 2017 and the council tax recommendations detailed in this report will enable the Council to comply with this requirement.

9.0 CHILD AND FAMILY POVERTY

9.1 There are no specific child and family poverty considerations relating to this report. Previous decisions made by the Council to retain a 12% Local Council Tax Support Scheme for 2018/19, maintained the real term value of Local Welfare Support funding and earmark additional one off funding for the Child and Family Poverty Reserve will have a positive impact on child and family poverty issues.

10.0 STAFF CONSIDERATIONS

10.1 An assessment of the staffing impact of the approved 2018/19 savings proposals was included in the previous MTFS report. There are no changes arising from the issues detailed in this report.

11.0 ASSET MANAGEMENT CONSIDERATIONS

11.1 There are no specific asset management considerations relating to this report.

12.0 CONSULTATION

- 12.1 Details of consultation on the budget reductions were reported in the previous MTFS report. There are no changes arising from the issues detailed in this report.

13. CONCLUSIONS

- 13.1 The Government issued the 2018/19 Local Government Finance Settlement on 19th December 2017 and this confirmed that Local Government funding cuts will continue until 2019/20. This means the sector will have faced nine consecutive years of funding cuts – which is unprecedented.
- 13.2 The cuts in Government funding have had a disproportionate impact on Councils, including Hartlepool, which were more dependent on Government grant in 2010/11. These authorities also had least ability to fund services locally from Council Tax owing to the make-up of the Council Tax base – i.e. a high proportion of properties in the low Council Tax bands. For example, 56% of Hartlepool's properties are in Band A, compared to 25% nationally.
- 13.3 As reported previously the current funding system, which was introduced in 2013/14, commenced a fundamental shift in the balance of funding for council services. Government figures published in December 2017 confirm this shift will continue until at least 2019/20 and means that a lower proportion of spending is funded from Government Grant and a higher proportion from Council Tax. Over the period 2015/16 to 2019/20 this shift is significant as highlighted in the following table:

Shift in Balance of Funding 2015/16 to 2019/20
(based on Government Core Spending Power figures
published December 2017)

National figures				Hartlepool figures		
2015/16	2019/20	Increase/ (decrease) in overall funding		2015/16	2019/20	Increase/ (decrease) in overall funding
48.0%	32.4%	(15.6%)	Settlement Funding	59.9%	43.4%	(16.5%)
49.3%	61.5%	12.2%	Assessment #	38.1%	49.1%	11.0%
2.7%	6.1%	3.4%	Council Tax	2.0%	7.5%	5.5%
100.0%	100.0%		Other Grant ##	100.0%	100.0%	
			Total Core Spending Power			

Revenue Support Grant, up-up grant and Business Rates income

Improved Better Care Fund, New Homes Bonus & Rural Services Delivery Grant.

- 13.4 As part of the December 2017 Settlement announcement the Government increased the core Council Tax referendum limit from 2% to 3% for 2018/19 and 2019/20. The Government's decision recognises the financial pressures facing councils, including Looked after Children pressures.
- 13.5 For Hartlepool the increase in the core Council Tax referendum limit from 2% to 3% would enable additional **recurring** Council Tax income of approximately £0.8m to be generated by 2019/20. This additional income would contribute towards the recurring Looked after Children pressure of £2.5m.
- 13.6 Based on the referendum limits announced by the Government in December 2017 it is now recommended that Members consider a Council Tax increase for 2018/19 of 5.9%, consisting of a core Council Tax increase of 2.9% and Social Care precept of 3%. It is also recommended that Members consider a core Council Tax increase for 2019/20 of 2.9%. There would be no additional Social Care precept in 2019/20 as the Government limit is 6% over the period 2017/18 to 2019/20. These proposals would secure a higher level of **recurring** 2019/20 Council Tax income which is critical for medium term financial sustainability of the Council and managing financial risks, including:
- Continuing Looked after Children pressures;
 - The impact of the recent pay offer covering 2018/19 and 2019/20;
 - Government policy of shifting the cost of funding council services from national taxation to Council Tax. Authorities which do not increase Council Tax in line with Government Council Tax referendum limits will find it difficult to argue for increased Government funding; and
 - Significant uncertainty regarding the implementation of a 75% Business Rates retention scheme and completion of the Fair Funding Review.
- 13.7 Alternatively Members may wish to maintain the previously approved 2018/18 Council Tax increase of 4.9%, but change the mix so that this increase is made up of a core increase of 2.9%, plus a Social Care precept of 2%. This option would secure the 2018/19 income of **£1.785m** already built into the budget proposals approved by Council in December 2017.

- 13.8 In terms of the risks which can be quantified the Council now faces a budget deficit of between approximately £5.2m and £6m in 2019/20, as follows:

	Worst Case £'m	Best Case £'m
Existing forecast deficit (as detailed paragraph 3.2)	1.363	1.363
Add Forecast Recurring Looked after Children pressures	2.500	2.500
Add Recurring additional pay costs arising from national pay offer of 2% per annum, plus higher annual increases for lower paid	2.150	2.150
Less Recurring Council Tax income from implementing 2018/19 and 2019/20 increases in line with Government referendum limits	0	(0.781)
Forecast 2019/20 budget deficit	6.013	5.232

- 13.9 To put the above deficits into context an initial analysis of the overall budget of £84m in 2019/20 has been completed. This indicates that between £66m and £70m of the overall budget relates to existing recurring commitments, including Adult Social Care, Looked after Children, refuse collection and disposal, loan repayment etc., which cannot be reduced. Therefore, the forecast budget deficit in 2019/20 will have to be identified by cutting the remaining £14m to £18m of the budget – this would equate to cuts in these areas of between approximately 40% and 30%.

- 13.10 A further report on developing a strategy to address the increased 2019/20 deficit will be reported to a future meeting.

14. RECOMMENDATIONS

- 14.1 It is recommended that Members

- i) Note the increase in the core Council Tax referendum limit from 2% to 3% for 2018/19 and 2019/20 announced by the Government in December 2017;
- ii) Note that the provisional 2018/19 Local Government Finance Settlement states that “in recognition of higher than expected inflation and the pressures on services such as social care and policing, the Government has decided to make changes to the Council Tax referendum principles”;
- iii) Note there is no change in the Adult Social Care precept arrangements for 2018/19 and 2019/20;

14.2 Determine which of the following 2018/19 Council Tax options is referred to Council:

- i) A 2018/19 Council Tax increase in line with the Government's December 2017 Council Tax referendum limit of 5.9% (consisting for core increase of 2.9%, plus Adult Social Care precept of 3%); OR
- ii) A 2018/19 Council Tax increase in line with the indicative increase approved as part of the December 2017 MTFS proposals approved by Council of 4.9% (consisting for core increase of 2.9%, plus Adult Social Care precept of 2%).

14.3 To note that recommendations 14.2 (i) will secure £365k of additional Council Tax income in 2018/19 towards Looked after Children pressures;

14.4 To note that recommendations 14.2 (ii) will not secure £365k of additional Council Tax income in 2018/19;

14.5 To seek Council approval of the updated capital budgets detailed in Appendix A, which reflect Government capital allocations announced since the initial proposals were approved by Council in December 2017.

15. REASON FOR RECOMMENDATIONS

15.1 To enable the Finance and Policy Committee to approve the 2018/19 Council Tax proposals to be referred to Council for approval.

16.0 BACKGROUND PAPERS

The following background papers were used in the preparation of this report:-

Council - Medium Term Financial Strategy (MTFS) 2017/18 to 2019/20 - 25th February 2017

Finance and Policy Committee - Medium Term Financial Strategy (MTFS) 2018/19 to 2019/20 - 24th July 2017

Finance and Policy Committee - Medium Term Financial Strategy (MTFS) 2018/19 to 2019/20 - 18th September 2017

Finance and Policy Committee - Medium Term Financial Strategy (MTFS) 2018/19 to 2019/20 - 22nd November 2017.

17.0 CONTACT OFFICERS

Chris Little
Director of Finance and Policy
Email: chris.little@hartlepool.gov.uk
Telephone: 01429 523003

FORECAST CAPITAL RESOURCES AND EXPENDITURE COMMITMENTS 2018/19 TO 2020/21

TABLE 1 - FORECAST CAPITAL RESOURCES

	Forecast Resources 2018/2019				Forecast Resources 2019/2020 (Provisional)				Forecast Resources 2020/2021 (Provisional)			
	Prudential Borrowing	Other Capital Funding	Capital Grants	Total	Prudential Borrowing	Other Capital Funding	Capital Grants	Total	Prudential Borrowing	Other Capital Funding	Capital Grants	Total
	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000
<u>Service Specific Capital Grants</u>												
Devolved Formula Capital (Schools) *	0	0	128	128	0	0	128	128	0	0	128	128
Disabled Facilities Grant (Better Care Fund) **	0	0	931	931	0	0	931	931	0	0	931	931
Local Transport Plan	0	0	1,805	1,805	0	0	1,805	1,805	0	0	1,805	1,805
Schools Capital Programme #	0	0	4,828	4,828	0	0	1,098	1,098	0	0	655	655
	0	0	7,692	7,692	0	0	3,962	3,962	0	0	3,519	3,519
<u>Departmental Prudential Borrowing - Funded from Specific Business Cases</u>												
Replacement Wheelie Bins	90	0	0	90	90	0	0	90	90	0	0	90
Waste Disposal Contract Extension	1,872	0	0	1,872	0	0	0	0	0	0	0	0
Vehicle Procurement (Tables 2 - 4)	1,643	75	0	1,718	1,726	0	0	1,726	1,601	0	0	1,601
	3,605	75	0	3,680	1,816	0	0	1,816	1,691	0	0	1,691
<u>Housing Revenue Account Schemes</u>												
Empty Property Purchasing Scheme approved 30-10-17 ###	550	495	335	1,380	0	0	0	0	0	0	0	0
	550	495	335	1,380	0	0	0	0	0	0	0	0
Total Forecast Resources	4,155	570	8,027	12,752	1,816	0	3,962	5,778	1,691	0	3,519	5,210

* Devolved Formula Capital allocation for Schools is an estimate based on the 2017/18 allocation. The Government has stated that the 2017/18 allocation could be used as an indication of future allocations.

** Better Care Fund is continuing in 2018/19, however detailed DFG allocations have yet to be announced by the Government. Estimates are based on 2017/18 allocations and an assumption that the Better Care Fund will continue in 2019/20 and 2020/21.

Schools Capital Programme includes an estimate of £0.655m Schools Condition Grant for 2018/19 and future years as actual allocations have yet to be announced by the Government. This is based on the 2017/18 allocation which the Government has stated is indicative of future allocations. In addition the Council has received a Basic Need funding allocation for 2018/19 and 2019/2020, this is reflected in the above figures.

An external funding bid for £0.335m will be submitted to the HCA and is an indicative estimate based on current per property funding levels.

TABLE 2 - 2018/19 VEHICLE REPLACEMENT PROGRAMME

Type	Quantity	Service Area	Total £'000
26,000kg RCV	1	Waste Management	185
26,000kg RCV (used replacement - spare)	1	Waste Management	50
26,000kg Trade waste RCV	1	Waste Management	185
Provision of Vehicle Wash Facility	1	Fleet	75
Small Panel Van	1	Street Lighting	13
Small Panel Van	2	M&E	25
Medium Panel van	3	M&E	45
6,500kg Box body with bin lifter	3	Cleansing	150
Trailer	1	Highways	5
Medium Panel van - (Refrigerated)	1	Client Services	25
90 HP Tractors (Review HP)	2	Horticulture	110
5 set cylinder ride on mower	2	Horticulture	90
18,000kg tipper with Lorry loader	1	Street Lighting	85
Small Panel Van	2	Car Parking	25
6,500kg Tipper body	1	Horticulture	42
6M3 Demountable gritter body	2	Highways	60
Trailer	5	Cleansing	29
4x4 Buggy	1	Horticulture	15
Medium Panel van	1	Parks & Cems	15
42HP Tractor	2	Horticulture	80
Trailed Gang Mower	1	Horticulture	18
Tractor side mount flail	1	Horticulture	22
Tractor mount rotary mower	1	Horticulture	25
Bus - 30 seater	1	PTS	120
Ride on mower (Rotary)	4	Horticulture	68
Tractor mount flail	1	Horticulture	7
Price contingency*			75
			1,643

TABLE 3 - 2019/20 VEHICLE REPLACEMENT PROGRAMME

Type	Quantity	Service Area	Total £'000
Precinct Sweeper	7	Cleansing	525
Rotary mower c/w grass collector	1	Horticulture	25
Pedestrian Flail brush cutter	1	Horticulture	5
Ride on Mower (Rotary)	4	Horticulture	60
Bus - 68 seater	3	PTS	480
1,250kg agricultural tipping trailer	1	Horticulture	5
Ride on Brushcutter flail	1	Horticulture	6
26,000kg 4x2 Refuse Collection vehicles	3	waste Management	540
Leaf Collector	1	Horticulture	5
Price Contingency*			75
			1,726

TABLE 4 - 2020/21 VEHICLE REPLACEMENT PROGRAMME

Type	Quantity	Service Area	Total £'000
Multilift demount body	4	Highways	28
32,000kg hookloader	1	Waste Management	120
Large Mechanical Sweeper	2	Cleansing	230
120 Hp tractor (beach cleaner)	1	Cleansing	60
JCB 2CX (grave digger)	1	Horticulture	60
Bob cat wheeled loader	1	Highways	60
Dedicated Gritter	2	Highways	160
Bus - 68 seater	3	PTS	480
Tractor mount rotary mower	1	Horticulture	33
2,500kg agricultural tipping trailer	1	Horticulture	10
Small Panel Van	2	M&E	25
Trailer	4	Horticulture	20
Trailer	4	Cleansing	5
4x4 Aboricultural vehicle	1	Horticulture	75
Large Mechanical Sweeper	1	Cleansing	110
Tractor mount overseeder/disc seeder	1	Horticulture	30
Quad Bikes	2	Horticulture	20
Price contingency*			75
			1,601

* To allow for differences compared to the estimates used in the above tables in relation to the final purchase price of vehicles.

FINANCE AND POLICY COMMITTEE

12th February 2018



Report of: Director of Regeneration and Neighbourhoods and
Director of Finance and Policy

Subject: COMMUNITY ENGAGEMENT AND COHESION
STRATEGY

1. TYPE OF DECISION/APPLICABLE CATEGORY

1.1 Budget and Policy Framework

2. PURPOSE OF REPORT

2.1 The purpose of this report is to present the final proposed Community Engagement and Cohesion Strategy to Members for them to agree to forward to Council for approval.

3. BACKGROUND

3.1 In Hartlepool we have a strong tradition of working with our communities to improve and develop services. As an organisation we recognise the importance of engagement in our work and the need for this to be delivered appropriately throughout our Departments through a single, organisational approach. We also recognise the importance of cohesion within our communities and our role in supporting and developing this.

3.2 The Community Engagement and Cohesion Strategy - set out in the budget and policy framework of the constitution under the remit of the Finance and Policy Committee - is a new strategy to be developed by the Council during 2017/18. Members of the Committee agreed the purpose and remit of the strategy and also the timetable for development at their meeting on 10th July 2017.

3.3 A first draft of the Strategy was agreed by Finance and Policy Committee as a draft for consultation at their meeting on 18th September 2017. Following this meeting an 8 week consultation ran until 17th November 2017. Finance and Policy Committee considered the responses received during that consultation and agreed a final draft for consultation at their meeting on 8th January 2018. Following this a further 2 week consultation ran until 26th January 2018.

4. CONSULTATION ON FINAL DRAFT

- 4.1 The final draft Strategy was subject to a 2 week consultation via an online survey which was promoted to the groups on the Council's Voluntary and Community Sector database, to the press and through the Council's social media accounts.
- 4.2 There were 2 responses to the final online consultation and 1 formal written response was also received.
- 4.3 **Appendix 1** provides a summary of the consultation responses.

5. PROPOSED FINAL COMMUNITY ENGAGEMENT AND COHESION STRATEGY

- 5.1 The proposed final Community Engagement and Cohesion Strategy for the Finance and Policy Committee to agree and forward to Council for approval is set out in **appendix 2**. This takes on board the views expressed during this final round of consultation.
- 5.2 The following is a summary of the changes made to the Strategy following the final round of consultation:
- Reference to feeding back has been added to promoting better communication and ensuring a two-way conversation;
 - Reference to building on people's passions has been added in to supporting communities to take part and deliver improvements;
 - Parish Councils have been added to the list of groups and organisations under building community capacity and promoting social action.
- 5.3 Some of the comments from the consultation will be used to inform how we do future activities such as recognising the importance of reaching out to our rural communities and villages. Comments in relation to the VCS and the role or support the Council should provide will be considered in the preparation of the VCS infrastructure model and a report on this is due to come forward to Finance and Policy Committee in March for consideration. Other comments related to other policies that the Council already has in place such as the Community Asset Transfer Policy which may require further promotion.
- 5.4 The purpose of this Strategy is to clearly set out the role of the Council in community engagement and cohesion and demonstrate our commitment to it. The Strategy includes an action plan setting out specifically what the Council will do to ensure that the vision is delivered. The actions within the plan reflect feedback from the various stages of consultation. The intention is that Finance and Policy Committee will receive an annual report on the delivery of the Strategy including an assessment of the progress made against the measures of success.

6. NEXT STEPS

- 6.1 The Committee is asked to consider the proposed final Community Engagement and Cohesion Strategy and agree to forward it to Council for approval at their meeting on 15th March 2018.

7. RISK IMPLICATIONS

- 7.1 The activities proposed within the strategy will provide mitigation to a number of corporate risks within the Council particularly those in relation to consultation, engagement and reputation of the Council.

8. FINANCIAL CONSIDERATIONS

- 8.1 There are no financial considerations – all activity will be undertaken within existing resources.

9. LEGAL CONSIDERATIONS

- 9.1 There are no legal considerations.

10. CHILD AND FAMILY POVERTY

- 10.1 There are no child and family poverty implications at this stage.

11. EQUALITY AND DIVERSITY CONSIDERATIONS

- 11.1 We recognise the need to take into account the needs of vulnerable groups when engaging with the community. Any activity will consider the equality and diversity needs of all those with protected characteristics. An Equality Impact Assessment has been undertaken and is attached as **appendix 3** – overall the Strategy should have a positive impact on equality and diversity in the Borough.

12. STAFF CONSIDERATIONS

- 12.1 Staff will be given every opportunity to engage and will be actively encouraged by the Council to do so. In addition proposals for training will enable staff to be better equipped to deliver the council's priorities.

13. ASSET MANAGEMENT CONSIDERATIONS

- 13.1 There are no asset management considerations.

14. RECOMMENDATIONS

- 14.1 Finance and Policy Committee is requested to consider and agree the final Community Engagement and Cohesion Strategy to go forward to Council for approval as set out in appendix 2.

15. REASONS FOR RECOMMENDATIONS

- 15.1 Finance & Policy Committee is the responsible committee for the Community Engagement and Cohesion Strategy.

16. BACKGROUND PAPERS

- 16.1 Community Engagement and Cohesion Strategy – report to Finance and Policy Committee 10th July 2017.

Community Engagement and Cohesion Strategy – report to Finance and Policy Committee 18th September 2017.

Community Engagement and Cohesion Strategy – report to Finance and Policy Committee 8th January 2018.

17. CONTACT OFFICER

Denise Ogden
Director of Regeneration and Neighbourhoods
01429 523300
Denise.ogden@hartlepool.gov.uk

Chris Little
Director of Finance and Policy
01429 523003
Chris.little@hartlepool.gov.uk

Summary of Consultation responses

The consultation on the final draft Community Engagement and Cohesion Strategy ran for 2 weeks until 26th January 2018.

Online Survey

There were 2 responses to the online survey.

When asked if they had any comments on the final draft of the Community Engagement and Cohesion Strategy comments included:

- It all sounds positive – but the 3 forums are too large and the community hubs too few – meetings rarely reach out to rural communities;
- For ‘your say, our future’ – you are unfortunately probably right to say town wide meetings to discuss town wide issues of importance;
- Would like to see more of a commitment to help community projects engage with the general public. Voluntary sector can be relied upon for expanding or implementing extra services... utilising private sector means to engage.

When asked if they had any comments on the proposed action plan or if they had suggestions for other actions that they would like to see included comments included:

- Parish Councils are not mentioned – the Council need to fully engage with these bodies.
- The villages are possibly the strongest communities in the Borough but engagement with them is quite poor – we just get on with doing what needs to be done.

Written Response

One written response was received from the Wharton Trust. Comments included:

- The belief that the narrative surrounding “council” and “community” needs to change from “us and them” to “it’s out town too”. That we collectively need to move to an open and supportive relationship where we each of us play a role in making Hartlepool the best that it can be for everybody who is here;
- The need to reinforce and build trust – the way to do this is to highlight where relationships are strong and healthy, examining why this is the case and replicating them as far as is possible;
- Promoting openness and transparency will create ongoing conversations that build trust;

- The vision is welcomed but would add the phrase “build on people’s passions” to balance the deficit phrase “respond to local need” – important to maximise the ambitiousness of what we are trying to do through this strategy;
- Priorities:
 - believe that “building strong and inclusive communities” is an outcome of “involving and listening to our communities” and “supporting community action”. If successful in the first two, the third will follow. In terms of resource allocation would encourage support to be provided and focussed on the first two as a mechanism for delivering the third priority;
- What will we do?
 - need to talk about being reactive to individuals and groups coming forward with their own ideas, giving support or sitting on hands so that it doesn’t stop;
 - like to see a specific statement relating to acting on what is heard from listening better;
 - hope that “tackling negative behaviour” builds on the lessons of listening to communities so that there is an understanding as to why there are expressions of negative behaviour which ultimately should help to focus on reducing the numbers of people doing it and the impact it causes;
- How will we do it?
 - Supporting community action – would like to work with us to see how more community assets can be transferred into non council ownership. Would like a specific commitment to work with organisations with appropriate governance structures to fully transfer assets to them;
 - New model of infrastructure support for the VCS – this needs to be co-designed with the broadest VCS involvement;
- What will success look like
 - Would like to see actual target figures;
- Wonder whether the actions could include those being undertaken by non-council organisations. The needs to be our strategy too;
- Feel that there is a golden opportunity for the Council to lead the country in respect of facilitating community action. Offer to provide introduction to community organising training to staff to create a council-wide understanding of how community organising can impact on communities.

Community Engagement and Cohesion Strategy 2018-2021

Introduction

As a Council we appreciate that our society is changing. We live in a time when we have more connected people who are demanding greater participation in shaping the lives of their own communities. We recognise that the Council has a critical role to play in providing strong community leadership which enables our residents to participate in shaping Council priorities, influencing local decisions, designing and transforming services and taking individual or collective action to respond to local priorities.

One of the strengths of Hartlepool is its people and the sense of community that is evident wherever you go in the Borough. We recognise that one of our key roles as a Council is to work to support and encourage this community spirit and local pride to improve the Borough and meet local needs. The Council alone cannot do everything that needs to be done to make Hartlepool the best it can be. We recognise that our communities are often better placed to understand what needs to be done in their area and also to put in place their own solutions. We need to join forces with our community and partners to achieve our ambition. As a Borough we all have a responsibility to look after our community and maximise the limited resources that we have on the right things.

As a Council we want to build upon the success of the Your Say, Our Future programme and roll this approach out across the Council. Our intention is to continue the Council's move towards more collaborative and participatory ways of working where our communities are able to get more involved or lead their own changes. We are keen to ensure that there is an open dialogue between the Council and our communities. We recognise that our role is to help develop a supportive environment where local people who want to get involved in improving their local area are able to do so.

This Community Engagement and Cohesion Strategy sets out how the Council will work to:

- **engage** with our communities so that they can have an active role in shaping the future of Hartlepool by influencing local decisions and co-designing services
- **support** our communities to take part and deliver on local priorities by providing them with opportunities to develop their skills, confidence, and local networks and work to develop an environment where they can make change happen for themselves
- **strengthen** the bonds between our communities, improve tolerance and understanding and reduce tensions

The following pages summarise what we see as our role and sets out our commitment to it. We want to be clear about what we will do, how we will do it and also how we will know if we have been successful. The final part of the strategy is our action plan which identifies the specific actions we will take in order to ensure the delivery of this strategy.

We will regularly monitor progress against the action plan and the identified measures of success and feed back to both elected members and our communities.

COMMUNITY ENGAGEMENT AND COHESION STRATEGY 2018 – 2021

OUR VISION	HARTLEPOOL HAS A STRONG SENSE OF COMMUNITY SPIRIT WHERE PEOPLE FROM ALL BACKGROUNDS GET ALONG AND WORK TOGETHER TO INFLUENCE LOCAL DECISIONS, RESPOND TO LOCAL NEEDS AND ENSURE THAT THE BOROUGH IS A FRIENDLY, WELCOMING AND INCLUSIVE PLACE TO LIVE.		
OUR PRIORITIES	WE WILL INVOLVE AND LISTEN TO OUR COMMUNITIES	WE WILL SUPPORT COMMUNITY ACTION	WE WILL BUILD STRONG AND INCLUSIVE COMMUNITIES
WHAT WILL WE DO?	<p>Working with our communities we will...</p> <ul style="list-style-type: none"> • Build and maintain good relationships and work to build trust in those relationships. • Listen and respond to our communities focussing on developing solutions together. • Involve our communities at an early stage so that they can influence local decisions and help design services that meet local needs. • Work to understand our communities and their needs better. • Promote better communication ensuing that we have a two-way conversation and are better at feeding back. 	<p>Working with our communities we will...</p> <ul style="list-style-type: none"> • Strengthen individual, organisational and community capacity. • Build and strengthen opportunities for people to come together in their communities. • Build and develop the existing strengths within communities giving them the opportunities and support needed to develop. • Develop the skills, confidence and understanding of our communities so that they can tackle issues on their own or with our advice and support. • Support communities to take part and deliver improvements building on their passions. 	<p>Working with our communities we will...</p> <ul style="list-style-type: none"> • Strengthen understanding and relationships to ensure that people from all different backgrounds get on well together. • Promote better understanding between communities. • Celebrate and value diversity. • Tackle negative behaviour. • Reduce tensions and promote community confidence and tolerance.
HOW WILL WE DO IT?	<p>Our approach will include...</p> <ul style="list-style-type: none"> • Your Say, Our Future – we will hold a programme of roundtable events across the town and invite our communities to come along and discuss issues of town-wide importance. • Community Forums (North and Coastal and South and Central) – we will continue to develop our two Community Forums as focal points for local consultation on the provision of Council services and neighbourhood issues. • Hartlepool Online Panel – we will work to develop the online panel to promote our consultations to our community and we will improve our online presence through social media and the Council’s website. • Community Hubs including the Centre for Independent Living – these will provide face to face access to the Council across the town and will be the base for key consultation activities and outreach into our most vulnerable communities. • Consultation Groups – we will focus on reaching out to our communities through existing groups and channels and establish and strengthen relationships to ensure that dialogue is two-way. This will include our Youth Council. • Training – we will provide our elected members and staff training to improve and develop their communication and engagement skills. 	<p>Our approach will include...</p> <ul style="list-style-type: none"> • Community Hubs including the Centre for Independent Living – One the roles of Community Hubs will be to develop and foster links with local community groups and provide space for communities to come together. • Infrastructure support – we will develop a new model for providing support to the voluntary and community sector encouraging communication and collaboration within the sector. • Building community capacity and promoting social action – supporting and promoting opportunities for local people to contribute to their local community. We will work with Parish Councils, local organisations, local resource and community centres, ‘friends of’ groups, volunteers and individuals and support them to come together to help improve their lives and their communities through social action. 	<p>Our approach will include...</p> <ul style="list-style-type: none"> • Hartlepool in Unity – a programme of positive activities supported by our Cohesion Officers. This will include events bringing people from different backgrounds together. • Better promotion of our Third Party Reporting Centres – to provide safe spaces for the reporting of hate crime so that negative behaviour can be addressed and tackled. • Victim Services Officer – providing support to those who do come forward to report hate crime. • Hartlepool Community Safety Team – development of a joint team involving the Council, Police and Fire Service who will work together to build safer communities. Focusing on vulnerable communities the team will intervene early to prevent problems from getting worse. • Training – we will develop equality and diversity training. • Promotion – we will promote key events and awareness days for equality and diversity and be a welcoming town for new arrivals. • Commitment to the Tees Valley of Sanctuary – welcoming and providing support to refugees and those seeking sanctuary in the area.
WHAT WILL SUCCESS LOOK LIKE?	<p>We will know we’re succeeding if...</p> <ul style="list-style-type: none"> • More people feel that they can influence decisions that affect their local area. • More people attend our Your Say, Our Future events. • More people sign up to the Hartlepool Online Panel. • More young people are involved in the Youth Council. • More people are turning out to vote at local elections. 	<p>We will know we’re succeeding if...</p> <ul style="list-style-type: none"> • More people are using the Community Hubs. • We have a strong and active voluntary and community sector. • More people are satisfied with their local area. 	<p>We will know we’re succeeding if...</p> <ul style="list-style-type: none"> • More people agree that people from different ethnic backgrounds get on well together. • More people feel that they belong to their local area. • More people feel part of the local community. • There are more reported incidents of hate crime because people have the confidence to report it. • There are fewer repeat victims of hate crime.

Action Plan:**WE WILL INVOLVE AND LISTEN TO OUR COMMUNITIES**

What?	Who?	When?
Agree the annual programme for Your Say, Our Future events.	Performance and Partnerships Manager	April 2018
Develop a regular newsletter to provide feedback on Council consultations undertaken through the Hartlepool Online Panel and what has happened as a result of people's input.	Performance and Partnerships Manager	April 2018
Update map of local groups including Resident's Associations and 'Friend's of' and agree communication approach.	Community Safety and Engagement Manager	April 2018
Widen participation in the Youth Council and strengthen links with other youth groups and school councils.	Development Manager	April 2018
Develop training opportunities for staff and elected members to develop community engagement and communication skills.	Performance and Partnerships Manager	May 2018
Undertake a promotional campaign to encourage membership of the Hartlepool Online Panel.	Performance and Partnerships Manager	June 2018
Review the Council's approach to public involvement and participation.	Performance and Partnerships Manager	July 2018

WE WILL SUPPORT COMMUNITY ACTION

What?	Who?	When?
Develop a proposal for a staff volunteering scheme for the Council.	Performance and Partnerships Manager	April 2018
Promote opportunities for training such as that available for Community Organisers.	Economic Regeneration Manager	May 2018
New model for voluntary and community sector infrastructure support to be presented to Finance & Policy Committee for consideration.	Community Safety and Engagement Manager	March 2018
New model for voluntary and community sector infrastructure support to be implemented.	Economic Regeneration Manager	July 2018
Review the new model for providing support to the voluntary and community sector.	Economic Regeneration Manager	October 2019
Review the Community Hubs model.	Director of Public Health	July 2019

WE WILL BUILD STRONG AND INCLUSIVE COMMUNITIES

What?	Who?	When?
Agree the annual Hartlepool in Unity programme of activity.	Community Safety and Engagement Manager	May 2018
Undertake a promotion campaign against hate crime and promoting the Third Party Reporting Centres.	Communications and Marketing Manager	June 2018

4.3 Appendix 3

Impact Assessment Form

Department	Division	Section	Owner/Officer
Regeneration and Neighbourhoods / Finance and Policy	Neighbourhoods / Corporate Services	Community Safety & Engagement / Corporate Strategy & Performance	Clare Clark / Catherine Grimwood
Service, policy, practice being reviewed/changed or planned	Community Engagement and Cohesion Strategy		
Why are you making the change?	New Strategy to be introduced		
How might this impact (positively/negatively) on people who share protected characteristics?			
<i>Please tick</i>		POSITIVELY	NEGATIVELY
Age		X	
No significant impact – but reference is made in the Strategy to working with the Youth Council to strengthen their involvement and their influence on local decisions.			
Disability		X	
No significant impact – but one of the aims of the strategy is to promote better understanding between communities and to celebrate and value diversity.			
Gender Re-assignment		X	
No significant impact – but one of the aims of the strategy is to promote better understanding between communities and to celebrate and value diversity.			
Race		X	
No significant impact – but one of the aims of the strategy is to promote better understanding between communities and to celebrate and value diversity. Specific reference is made to committing to the Tees Valley of Sanctuary.			
Religion		X	
No significant impact – but one of the aims of the strategy is to promote better understanding between communities and to celebrate and value diversity.			
Gender			
No direct impact			
Sexual Orientation		X	
No significant impact – but one of the aims of the strategy is to promote better understanding between communities and to celebrate and value diversity.			
Marriage & Civil Partnership			
No direct impact			
Pregnancy & Maternity			
No direct impact			
Has there been consultation /is consultation planned with people who will be affected by this policy? How has this affected your decision making?	Consultation has included online surveys and other events/presentations with invitations sent out to the organisations working in the town on the VCS database. Also, specific discussions have taken place at the Safer Hartlepool Partnership, Learning Disabilities Forum and Youth Council.		

4.3 Appendix 3

As a result of your decision how can you mitigate negative/maximise positive outcomes and foster good relationships?		The purpose of the Strategy is to build positive relationships and deliver better outcomes for Hartlepool communities. This will include promoting better understanding between communities and celebrating and valuing diversity.	
Describe how you will address and monitor the impact		1. No Impact - No Major Change Overall the strategy should have a positive impact on equality and diversity.	
Initial Assessment	1/2/18	Reviewed	
Completed		Published	

FINANCE AND POLICY COMMITTEE

12th February 2018



Report of: Director of Regeneration and Neighbourhoods

Subject: **CAPITAL MAINTENANCE PROGRAMME 2018 / 19
to 2019 / 20**

1. TYPE OF DECISION/APPLICABLE CATEGORY

1.1 Key Decision (test (i)/ (ii)) Forward Plan Reference No.07/18

2. PURPOSE OF REPORT

2.1 To seek Members approval to allocate the Councils Capital Building Maintenance Fund on Council property and assets in 18 /19 and 2019 /20 and to consider funding allocations in previous years for schemes that are currently on hold or need a variation to the original funding approval.

3. BACKGROUND

3.1 As part of the Councils Medium Term Financial Strategy reported to Finance and Policy Committee on 9th January, 2017, one off resources were identified to fund capital priorities including £1m to address building condition issues and ensure the continued delivery of services during 2017-2020. This was in addition to £0.8m allocated to address specific building condition work required at the Borough Hall.

3.2 The Medium Term Financial Strategy approved by Council, delegated authority to the Finance and Policy Committee to approve schemes to be funded from the above £1m resources. Detailed proposals for allocating these resources are presented below for consideration and approval. Members have to date approved funding up to the sum of £551,850 of the £1m funding originally set aside to address building condition issues. This report presents to Members schemes which have been identified as urgent based upon Health and Safety, Fire Risk assessment, DDA requirements and other condition related issues.

- 3.3 At full Council held on 6th February the Capital Programme for 15/16 was approved as part of the MTFS. In June 2016 Members requested a review of the 2015/16 Programme to be undertaken to consider works previously approved which could be postponed until the outcome of service reviews and a strategic asset / property review was undertaken. The subsequent review highlighted a number of schemes including Rossmere Youth Centre. This scheme is still on hold.
- 3.4 At the Finance and Policy Committee held on 26th September 2016 the capital programme for 16/17 was approved. This included schemes for the replacement of original sash windows and some external decoration at the Hartlepool Enterprise Centre in the sum of £36,380.00.
- 3.5 At the Finance and Policy Committee held on 12th June 2017 the capital programme for 17/18 was approved. This included a scheme for the replacement of the boilers at Carnegie Building in the sum of £51,000.00.

4. PROPOSALS

- 4.1 The Council has finite resources available to support the proposals detailed in this report. The budget available to carry out said proposals is £971,000 as detailed in Table 1. This is made up of unallocated Council Capital Fund (CCF) / Building Condition funding from previous years totaling £706,000, scheme underspends of £315,000 and takes into account additional funding required for current schemes in the sum of £50,000.
- 4.1.1 The position on the Capital Building Maintenance Fund is detailed below:

Table 1: Position on Capital Building Maintenance Fund	Variance £'000
Unallocated Council Capital Fund	
Councils Capital Fund (previous years)	123
Council Priorities (previous years)	135
Unallocated Building Maintenance Fund (2017/2020)	448
Previous Year Scheme Underspends (see Table 2)	315
Sub- Total	1,021
Additional budget required:	
Hartlepool Enterprise Centre Window Replacement	(33)
Carnegie Building - Boiler Replacement	(11)
Sir William Gray House - Toilet and Kitchen Refurbishment	(6)
Balance	971

4.1.2 The table below details the scheme savings that can be refunded to the budget.

Table 2: Scheme Savings		
Scheme	£	Comment
(1) Mill House – Gas Pipe Renewal	5,000	Under-spend
(2) Mill House – Dry side Changing Room	21,000	Scheme not now required
(3) Mill House – Pool Covers	20,000	Scheme not now required
(4) Newburn Bridge – Pitched Roof	30,000	Scheme not now required
(5) Newburn Bridge – Boundary Wall	2,000	Under-spend
(6) Newburn Bridge – Corroded Steel.	24,000	Under-spend
(7) Schools Kitchen Works	103,000	Scheme not now required
(8) Seaton Car Parks	13,000	Under-spend
(9) Bevan House – Roof	77,000	Reduced Scheme
(10) Adult Education - Office accommodation	20,000	Scheme not now required
Total	315,000	

4.1.3 The proposals in relation to the Capital Building Maintenance Fund commits £941,000 of the available funding to enable services to be provided from corporate buildings, (see Tables 3 and 4 below) while reducing the risk of service disruption due to fabric and building services failures and Health and Safety issues etc. The risk of large scale failures of building elements will increase significantly without investment being made in the Councils property portfolio to deal with the aforementioned condition issues. This provides a £30,000 contingency fund against the full programme.

4.2 **Changes to Current Capital Work**

4.2.1 **Rossmere Youth Centre**

A full re-roof and window replacement was included in the CCF programme for 15/16. A budget of £150k was allocated for this work. However this work was put on hold until a review of building stock was concluded and more

information was required detailing how the proposed scheme fits within service reviews. The Youth Services is currently being reviewed, however urgent works are now required to the roof and in particular the areas above the changing rooms where the wood-wool roof deck needs replacing as well as the roof coverings. The ceiling is also damaged and stained and needs to be replaced.

Patching works have been carried out, however, this is not a permanent solution and costs will spiral unless the full scheme is carried out.

4.2.2 HEC - Window Scheme

Three quotations were originally received for the above window works by the client, however, these were found not to be based on a detailed specification and drawings, and therefore each contractor had priced on a different basis. None had allowed for removal & refitting the metal security grilles which are necessary to install the new windows and in conclusion the remaining budget is not adequate to fund all of the works required. The works have been subsequently retendered and will cost £64,436. Member approval is required.

4.2.3 Carnegie Building – Boiler Replacement

The boiler replacement was included in the CCF programme 17/18 and the funding approved by F&P on 12th June 2017. The funding allocated to this scheme is £35k. The costs submitted by the contractor are in excess of available budget by £11k. This is due in part to the ingress of water through the brickwork into the subterranean plant room which needs to be resolved. This is urgent work and temporary heating has been provided.

This is outside the budget available for this work and therefore cannot proceed without Member approval.

4.2.4 Sir William Gray House – Toilet and Kitchen Refurbishment.

The toilet and kitchen refurbishment was included in the CCF programme 17/18 and the funding was approved by F&P on 12th June 2017. The funding allocated to this scheme is £16k. The costs submitted by the contractor are in excess of the available budget by £6k.

This is outside the budget available for this work and therefore cannot proceed without Member approval.

4.3 **Capital Maintenance Programme 2018/19 to 2019/20**

- 4.3.1 Condition surveys have been carried out on all Council assets. The tables below provide an overview. The detailed proposals for 2018/19 and 2019/20 are attached at **Appendix 3**. The schemes relate to urgent mechanical and electrical works, Health and Safety issues, Fire Risk Assessment, DDA

requirements or immediate deterioration such as roofing repairs. The estimated combined cost of these programmes of work is £941,000 funded from the budget remaining as detailed in para 4.1, Table 1.

- 4.3.2 The outcome of the One Public Estate (OPE) feasibility and space utilisation exercise may change the priorities in year two of the proposed capital programme. Should this be the case a further report will be presented to Finance & Policy Committee.

4.3.3. Corporate Properties and Community Schools. – Fire Risk Assessments

Fire Risk Assessments have been completed for all corporate properties and schools. These risk assessments have identified all property and building management deficiencies relating to fire risk. Although the property risks have been identified by the assessor the method / works required to resolve these need to be quantified, specified and costed. Surveys are currently being carried out to provide this information and are due to be complete this financial year.

A provisional sum of £100,000 is proposed within the Capital building maintenance schedule of priorities for 2018/19 to undertake fire risk assessments work.

4.3.4 Capital Maintenance Programme 2018/19

Table 3: Capital Maintenance Programme - 2018/19	
(1) Corporate Fire Risk Assessment Work	100,000
(2) Civic Centre Lifts	120,000
(3) Town Hall	99,000
(4) Mill House	132,000
(5) Tofts Farm	66,000
Total	517,000

4.3.5 Capital Maintenance Programme 2019/20

Table 4: Capital Maintenance Programme - 2019/20	
(1) Aneurin Bevin House	99,000
(2) Owton Manor Community Centre	214,000
(3) Mill House	91,000
(4) Exmoor Grove	11,000
(5) Seaton Carew Library	9,000
Total	424,000

5. RISK IMPLICATIONS

5.1 The costs included in the report are budget estimates based on outline proposals and condition data and in some cases assume a worst case scenario in relation to cost and risk. It is only at detailed design stage that more accurate costs can be determined and therefore costs can vary from those detailed. This may result in the scope of work being adjusted for an individual scheme or a scheme being removed from the programme. Any such changes would become the subject of a future Finance and Policy Committee report.

5.2 The non-allocation of the full capital building maintenance programme budget and the general lack of investment in the Councils assets and property portfolio due to the financial challenges facing the Council increases the risk of large scale failures of building elements together with the associated financial implications, increased pressure on the centralised maintenance budget, the disruption of services and in some areas loss of income.

In addition this could also result in non compliance with health and safety and accessibility legislation which can have financial penalties.

5.3 The proposals outlined in the report will address the most essential condition issues and will therefore mitigate the risks outlined above. In addition the Corporate Property budgets include an element for reactive and planned maintenance costs which are earmarked to fund all routine, re-active and emergency repairs that may arise in year. These budgets will be managed in conjunction with the Capital Building Maintenance Programme to minimise the financial risks associated with the issues outlined above.

6. FINANCIAL CONSIDERATIONS

- 6.1 These are covered by Tables 1,2, 3 and 4 which detail changes to the current capital programme and proposed capital programmes for 2018-2020.

7. LEGAL CONSIDERATIONS

- 7.1 There are no legal considerations to this report.

8. CONSULTATION

- 8.1 The Strategic Asset Management team has been consulted in respect of future property and asset management plans.

Health and Safety and Building Control have been consulted as part of the fire risk assessment / survey process.

The Finance team has been consulted and has contributed to this report.

9. CHILD AND FAMILY POVERTY

- 9.1 A copy of the completed child and family poverty assessment form is attached at **Appendix 2**.

10. EQUALITY AND DIVERSITY CONSIDERATIONS

- 10.1 A copy of the completed equality and diversity assessment form is attached at **Appendix 1**.

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

- 11.1 There are no Section 17 considerations relating to this report.

12. STAFF CONSIDERATIONS

- 12.1 Improving our buildings contributes towards staff wellbeing.

13. ASSET MANAGEMENT CONSIDERATIONS

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

14. RECOMMENDATIONS

- 14.1 In accordance with the authority delegated by Council within the approved MTFS for 2016/17 it is recommended that Members:
- (1) Note the position of the Capital Building Maintenance Fund as table 1.
 - (2) Approve the transfer of £315,000 previous years scheme under spends identified in Table 2 to the Capital Building Maintenance budget
 - (3) Give approval to proceed with the roof and window replacement at Rossmere Youth Centre.
 - (4) Give approval to transfer money from the CCF unallocated budget towards the cost of works for the:-
 - a. Hartlepool Enterprise Centre window scheme £33k.
 - b. Carnegie Building boiler replacement £11k
 - c. Sir William Gray House toilet and Kitchen refurbishment £6k.
 - (5) Approve the Capital Building Maintenance programme for 2018/19 as detailed in Table 3 and **Appendix 3**.
 - (6) Give in principle approval of the Capital Building Maintenance programme for 2019/20 as detailed in Table 4.

15. REASONS FOR RECOMMENDATIONS

- 15.1 To enable projects to be implemented as detailed in the report and to inform Members of potential asset management and financial risks.

16. BACKGROUND PAPERS

- 16.1 Medium Term Financial Strategy Report to Council 6th February, 2014.
Capital Programme 2016/17 report to F&P 26th September 2016.
Medium Term Financial Strategy Report to F&P 9th January, 2017.
Capital Maintenance Programme 2017/18 report to F&P 12th June 2017.

17. CONTACT OFFICER

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

EQUALITY AND DIVERSITY IMPACT ASSESSMENT

Department	Division	Section	Owner/Officer	
Regeneration & Neighbourhoods	Neighbourhoods	BD&C	C Bolton	
Service, policy, practice being reviewed/changed or planned	The Capital Programme 2018/ 19 to 2019/20			
Why are you making the change?				
How might this impact (positively/negatively) on people who share protected characteristics?				
		Please tick	POSITIVELY	NEGATIVELY
Age			✓	
Please describe...				
The works included in the capital programme relate to condition in most cases, however, in doing so address other issues including H&S and access e.g. replacement passenger lift and improving access to Council buildings.				
Disability			✓	
Please describe...				
The works included in the capital programme relate to condition in most cases, however, in doing so address other issues including H&S and access e.g. replacement passenger lift and improving access to Council buildings.				
Gender Re-assignment				
Please describe... N/A				
Race				
Please describe... N/A				
Religion				
Please describe... N/A				
Gender				
Please describe... N/A				
Sexual Orientation				
Please describe... N/A				
Marriage & Civil Partnership				
Please describe... N/A				
Pregnancy & Maternity			✓	
Please describe...				
The works included in the capital programme relate to condition in most cases, however, in doing so address other issues including H&S and access e.g. replacement passenger lift and improving access to Council buildings.				

APPENDIX 1

EQUALITY AND DIVERSITY IMPACT ASSESSMENT

Has there been consultation /is consultation planned with people who will be affected by this policy? How has this affected your decision making?		There has been no public consultation, as the programme is determined by using technical / condition survey data.	
As a result of your decision how can you mitigate negative/maximise positive outcomes and foster good relationships?		The Capital Programme works will improve the condition of Council Properties.	
Describe how you will address and monitor the impact		1. No Impact - No Major Change <i>Please Detail</i>	
		2. Adjust/Change Policy <i>Please Detail</i>	
		3. Adverse Impact but Continue as is <i>Please Detail</i>	
		4. Stop/Remove Policy/Proposal <i>Please Detail</i>	
Initial Assessment	00/00/00	Reviewed	00/00/00
Completed	00/00/00	Published	00/00/00
Department	Division	Section	Owner/Officer
Service, policy, practice being reviewed/changed or planned			
Why are you making the change?			
How might this impact (positively/negatively) on people who share protected characteristics?			
		<i>Please tick</i>	
		POSITIVELY	NEGATIVELY
Age			
<i>Please describe...</i>			
Disability			
<i>Please describe...</i>			
Gender Re-assignment			
<i>Please describe...</i>			
Race			
<i>Please describe...</i>			
Religion			
<i>Please describe...</i>			
Gender			
<i>Please describe...</i>			
Sexual Orientation			
<i>Please describe...</i>			
Marriage & Civil Partnership			

EQUALITY AND DIVERSITY IMPACT ASSESSMENT

<i>Please describe...</i>			
Pregnancy & Maternity			
<i>Please describe...</i>			
Has there been consultation /is consultation planned with people who will be affected by this policy? How has this affected your decision making?			
As a result of your decision how can you mitigate negative/maximise positive outcomes and foster good relationships?			
Describe how you will address and monitor the impact		1. No Impact - No Major Change <i>Please Detail</i>	
		2. Adjust/Change Policy <i>Please Detail</i>	
		3. Adverse Impact but Continue as is <i>Please Detail</i>	
		4. Stop/Remove Policy/Proposal <i>Please Detail</i>	
Initial Assessment	00/00/00	Reviewed	00/00/00
Completed	00/00/00	Published	00/00/00

EQUALITY AND DIVERSITY IMPACT ASSESSMENT

CHILD AND POVERTY IMPACT ASSESSMENT

5.1 APPENDIX 2

1. Is this decision a Budget & Policy Framework or Key Decision? YES / NO If YES please answer question 2 below				
2. Will there be an impact of the decision requested in respect of Child and Family Poverty? YES / NO If YES please complete the matrix below				
GROUP	POSITIVE IMPACT	NEGATIVE IMPACT	NO IMPACT	REASON & EVIDENCE
Young working people aged 18 - 21				
Those who are disabled or suffer from illness / mental illness				
Those with low educational attainment				
Those who are unemployed				
Those who are underemployed				
Children born into families in poverty				
Those who find difficulty in managing their finances				
Lone parents				
Those from minority ethnic backgrounds				
Poverty is measured in different ways. Will the policy / decision have an impact on child and family poverty and in what way?				
Poverty Measure (examples of poverty measures appended overleaf)	POSITIVE IMPACT	NEGATIVE IMPACT	NO IMPACT	REASON & EVIDENCE
Overall impact of Policy / Decision				
NO IMPACT / NO CHANGE		ADJUST / CHANGE POLICY / SERVICE		
ADVERSE IMPACT BUT CONTINUE		STOP / REMOVE POLICY / SERVICE		

CHILD AND POVERTY IMPACT ASSESSMENT

5.1 APPENDIX 2

Examples of Indicators that impact of Child and Family Poverty.
Economic
Children in Low Income Families (%)
Children in Working Households (%)
Overall employment rate (%)
Proportion of young people who are NEET
Adults with Learning difficulties in employment
Education
Free School meals attainment gap (key stage 2 and key stage 4)
Gap in progression to higher education FSM / Non FSM
Achievement gap between disadvantaged pupils and all pupils (key stage 2 and key stage 4)
Housing
Average time taken to process Housing Benefit / Council tax benefit claims
Number of affordable homes built
Health
Prevalence of underweight children in reception year
Prevalence of obese children in reception year
Prevalence of underweight children in year 6
Prevalence of obese children in reception year 6
Life expectancy

APPENDIX 3 - HBC Corporate Property: 2018 - 20 Capital Maintenance Priorities

Condition Grading:

A – Good: Performing as intended and operating efficiently

B – Satisfactory: Performing as intended requiring minor repairs

C – Poor: Exhibits various defects, each of which might not be significant in itself but together need attention on a planned basis

D – Life Expired: Exhibits major deterioration. Serious risk of imminent breakdown or is a health and safety hazard

1 – Urgent: Prevent immediate closure to the property / address high risk to H&S of occupants / remedy serious breach of legislation

2 – Essential: Prevent serious deterioration of the fabric or service / address medium risk of H&S of occupants / remedy less serious breach of legislation

3 – Necessary: Prevent deterioration of the fabric or service / address low risk of H&S of occupants / remedy minor breach of legislation

4 – Desired Work: Prevent possible deterioration of the fabric or service

HBC CORPORATE PROPERTIES: 2018-19 CAPITAL MAINTENANCE PRIORITIES					
UPRN	HBC Property	Element	Sub-Element	Grade	Estimated Cost
	General Fire Risk	Fire Risk Assessment	Provisional Sum		£100,000.00
Total					£100,000.00
	Civic Centre	Mechanical & Electrical	Replace main lifts	2D	£120,000.00
Total					£120,000.00
000063L1	Town Hall, Raby Road	Mechanical	Renew boilers, pumps and associated works	2C	£33,000.00
		Electrical	Fire Alarm Upgrade	2C	£38,000.00
		Electrical	Power Cabling Upgrade	2C	£28,000.00
Total					£99,000.00
000064L1	Mill House Leisure Centre, Raby Road (Block A)	Electrical	Emergency Lighting Improvements	2C	£6,000.00
		Electrical	Lighting Fittings	2C	£22,000.00
		Mechanical	Dosing System + Pool Pumps	2C	£104,000.00
Total					£132,000.00
0002329L1	Tofts Farm Depot	Electrical	Lighting upgrade to vehicle parking and workshops	1D	£66,000.00
Total					£66,000.00
2018-2019 Total					£517,000.00

5.1 APPENDIX 3

UPRN	HBC Property	Element	Sub-Element	Grade	Estimated Cost
HBC CORPORATE PROPERTIES: 2019-20 CAPITAL MAINTENANCE PRIORITIES					
000366L1	Aneurin Bevan House, 35 Avenue Road	Mechanical	Boiler plant	2D	£77,000.00
		Electrical	Lighting upgrade	2D	£22,000.00
Total					£99,000.00
000380L1	Owton Manor Community Centre (Block A)	Roofs	Flat coverings and insulation (Part only)	2D	£214,000.00
Total					£214,000.00
000064L1	Mill House Leisure Centre, Raby Road (Block A)	Sanitary Services	Toilet Upgrade	2D	£39,500.00
		Floors and stairs	Upgrade handrailing	2C	£13,000.00
		Floors and stairs	Upgrade main access for accessibility compliance	2C	£38,500.00
					£91,000.00
000484L1	Exmoor Grove Residential Home	Electrical	Distribution upgrade	2C	£11,000.00
Total					£11,000.00
000381L1	Seaton Carew Library, Seaton Lane	Electrical	Fire alarms	1D	£9,000.00
					£9,000.00
2019-2020 Total					£424,000.00

FINANCE AND POLICY COMMITTEE

12th February 2018



Report of: Assistant Director, Corporate Services

Subject: CORPORATE COMPLAINTS ANNUAL
MONITORING REPORT 2016/17

1. TYPE OF DECISION/APPLICABLE CATEGORY

For information.

2. PURPOSE OF REPORT

- 2.1 The purpose of this report is to inform Finance & Policy Committee of the corporate complaints received during 2016/17, report on the LGO Annual Letter 2017 and provide an update following the review of the Corporate Complaints, Comments and Compliments Policy.

3. BACKGROUND

- 3.1 Within the Corporate Complaints, Comments and Compliments Policy there is a requirement to report to elected members on the number of complaints received by the Council along with the final outcome of the complaints. This report outlines the complaints received in 2016/17.

4. SUMMARY OF PROGRESS – CORPORATE COMPLAINTS 2016/17

- 4.1 **Appendix 1** sets out that overall in 2016/17 there were 19 complaints received under the corporate complaints procedure which is 3 less than the previous year. Of those received, 9 were upheld or partly upheld which is 47% or just under half.
- 4.2 Also included in Appendix 1 is the historical comparison of corporate complaints received and upheld/partly upheld since 2014/15. The data shows that the number of complaints received over the 3 year period is consistent, however the percentage of upheld complaints has risen significantly, from 14% in 2014/15 to 47% in 2016/17.
- 4.3 A number of informal complaints are received, but are dealt with by departments to a level where the complainant is satisfied with the outcome. These are therefore not progressed through the formal corporate complaints process.

5. LOCAL GOVERNMENT OMBUDSMAN – ANNUAL REVIEW LETTER 2017

- 5.1 **Appendix 2** sets out the annual statistics on complaints made to the Local Government Ombudsman (LGO) about Hartlepool Borough Council for the year ending 31 March 2017. The data shows both the complaints and the enquiries that the LGO has recorded along with any decisions they have made. The complaints considered by the LGO include both corporate complaints and those investigated by the Council through the statutory complaints processes for children's social care, adult social care and public health.
- 5.2 During 2016/17, the LGO received 20 complaints or enquiries about Hartlepool Borough Council, an increase of 1 on the previous year. Of these complaints, 7 resulted in a detailed investigation with 5 not being upheld and the remaining 2 upheld with 1 having a remedy suggested by the LGO. This means that of the complaints subject to detailed investigation by the LGO only 29% were upheld or partly upheld which was the lowest percentage in the North East Region. Both of the complaints upheld by the LGO had already been upheld or partly upheld by the Council through the corporate complaints process.

Hartlepool comparison over the last 3 years and North East Local Authorities in 2016/17

- 5.3 Attached as **appendix 3** is a comparison table aggregated from the 2017 annual complaints letters received by the local authorities in the north east to gain a better understanding of where Hartlepool stands. As the smallest authority it is not surprising to see that Hartlepool has the lowest number of complaints. However, Hartlepool has the lowest uphold rate of the 12 north east local authorities.

6. COMMON THEMES AND AREAS OF CONCERN

- 6.1 Over the past 12 months 2 main common themes have emerged across complaints that have been through the corporate complaints process and investigated by the Local Government Ombudsman. These are:
- **Communication between officers and residents** especially on projects in the community where a number of residents are affected by the work being carried out.
 - **A lack of paperwork / paper trail to provide as evidence to the LGO** this includes information that has been shared and agreed between interested parties particularly around physical works.

In order to ensure continuous improvement a formal process for ensuring lessons are learned from the complaints that the Council receives both via corporate complaints and through the LGO is to be developed.

7. REVIEW OF THE CORPORATE COMPLAINTS, COMMENTS AND COMPLIMENTS POLICY

- 7.1 The above policy has been reviewed by the Corporate Strategy and Performance Team. No major changes are proposed.

8. INFORMAL COMPLAINTS

- 8.1 Within the corporate complaints policy informal complaints are recognised as the initial attempt to settle the complaint without recourse to the formal complaints process, by responding to the initial request to the complainant's satisfaction. It is thought that the majority of complaints are resolved in this way although data is not currently collected on this corporately. For future reports, informal complaints information will be reported alongside formal complaints data.

9. COMMENTS AND COMPLIMENTS

- 9.1 The corporate complaints policy also includes comments and compliments, however data is not currently collected on this and therefore positive achievements cannot be celebrated beyond those initially receiving them. This information will also be collated corporately alongside that on informal complaints and shared with senior leaders and elected members on a regular basis.

10. RISK IMPLICATIONS

- 10.1 No implications.

11. FINANCIAL CONSIDERATIONS

- 11.1 No implications.

12. LEGAL CONSIDERATIONS

- 12.1 No implications.

13. CHILD AND FAMILY POVERTY

- 13.1 No implications.

14. EQUALITY AND DIVERSITY CONSIDERATIONS

- 14.1 No implications.

15. STAFF CONSIDERATIONS

- 15.1 No implications.

16. ASSET MANAGEMENT CONSIDERATIONS

16.1 No implications.

17. RECOMMENDATIONS

17.1 Finance and Policy Committee is asked to note:

- the number of complaints received and upheld within the corporate complaints policy in 2016/17 and the historical information (appendix 1);
- the number of complaints received and investigated by the LGO (appendix 2);
- the position of Hartlepool in relation to LGO complaints over the last 3 years and in comparison to the North East local authorities (appendix 3);
- that a formal process will be introduced to ensure that the lessons learnt from complaints received are communicated and where relevant actioned;
- that informal complaints data and comments and compliments received by the Council will be collated corporately and reported as appropriate.

13. REASONS FOR RECOMMENDATIONS

13.1 Finance and Policy Committee have overall responsibility for the monitoring the Corporate Complaints, Comments and Compliments Policy.

14. BACKGROUND PAPERS

14.1 None.

15. CONTACT OFFICER

Claire McLaren
Assistant Director – Corporate Services
01429 523003
Claire.mclaren@hartlepool.gov.uk

7.1 Appendix 1 - Corporate Complaints received

	Total Number of Corporate Complaints Received 2015/16	Total Number of Corporate Complaints Received 2016/17	2016/17 Q1	2016/17 Q2	2016/17 Q3	2016/17 Q4	Upheld/ Partly Upheld in 2016/17
Total Number of Corporate Complaints	22	19	4	7	4	4	9
Total number of CED Corporate Complaints	8	1	0	0	1	0	0
Total Number of RND Corporate Complaints	7	13	3	4	3	3	6
Total Number of CAD Corporate Complaints	3	4	0	3	0	1	2
Total Number of PHD Corporate Complaints	4	1	1	0	0	0	1

20 July 2017

By email

Gill Alexander
Chief Executive
Hartlepool Borough Council

Dear Gill Alexander

Annual Review letter 2017

I write to you with our annual summary of statistics on the complaints made to the Local Government and Social Care Ombudsman (LGO) about your authority for the year ended 31 March 2017. The enclosed tables present the number of complaints and enquiries received about your authority and the decisions we made during the period. I hope this information will prove helpful in assessing your authority's performance in handling complaints.

The reporting year saw the retirement of Dr Jane Martin after completing her seven year tenure as Local Government Ombudsman. I was delighted to be appointed to the role of Ombudsman in January and look forward to working with you and colleagues across the local government sector in my new role.

You may notice the inclusion of the '*Social Care Ombudsman*' in our name and logo. You will be aware that since 2010 we have operated with jurisdiction over all registered adult social care providers, able to investigate complaints about care funded and arranged privately. The change is in response to frequent feedback from care providers who tell us that our current name is a real barrier to recognition within the social care sector. We hope this change will help to give this part of our jurisdiction the profile it deserves.

Complaint statistics

Last year, we provided for the first time statistics on how the complaints we upheld against your authority were remedied. This year's letter, again, includes a breakdown of upheld complaints to show how they were remedied. This includes the number of cases where our recommendations remedied the fault and the number of cases where we decided your authority had offered a satisfactory remedy during the local complaints process. In these latter cases we provide reassurance that your authority had satisfactorily attempted to resolve the complaint before the person came to us.

We have chosen not to include a 'compliance rate' this year; this indicated a council's compliance with our recommendations to remedy a fault. From April 2016, we established a new mechanism for ensuring the recommendations we make to councils are implemented, where they are agreed to. This has meant the recommendations we make are more specific, and will often include a time-frame for completion. We will then follow up with a council and seek evidence that recommendations have been implemented. As a result of this new process, we plan to report a more sophisticated suite of information about compliance and service improvement in the future.

This is likely to be just one of several changes we will make to our annual letters and the way we present our data to you in the future. We surveyed councils earlier in the year to find out, amongst other things, how they use the data in annual letters and what data is the most useful; thank you to those officers who responded. The feedback will inform new work to

provide you, your officers and elected members, and members of the public, with more meaningful data that allows for more effective scrutiny and easier comparison with other councils. We will keep in touch with you as this work progresses.

I want to emphasise that the statistics in this letter comprise the data we hold, and may not necessarily align with the data your authority holds. For example, our numbers include enquiries from people we signpost back to the authority, but who may never contact you.

In line with usual practice, we are publishing our annual data for all authorities on our website. The aim of this is to be transparent and provide information that aids the scrutiny of local services.

The statutory duty to report Ombudsman findings and recommendations

As you will no doubt be aware, there is duty under section 5(2) of the Local Government and Housing Act 1989 for your Monitoring Officer to prepare a formal report to the council where it appears that the authority, or any part of it, has acted or is likely to act in such a manner as to constitute maladministration or service failure, and where the LGO has conducted an investigation in relation to the matter.

This requirement applies to all Ombudsman complaint decisions, not just those that result in a public report. It is therefore a significant statutory duty that is triggered in most authorities every year following findings of fault by my office. I have received several enquiries from authorities to ask how I expect this duty to be discharged. I thought it would therefore be useful for me to take this opportunity to comment on this responsibility.

I am conscious that authorities have adopted different approaches to respond proportionately to the issues raised in different Ombudsman investigations in a way that best reflects their own local circumstances. I am comfortable with, and supportive of, a flexible approach to how this duty is discharged. I do not seek to impose a proscriptive approach, as long as the Parliamentary intent is fulfilled in some meaningful way and the authority's performance in relation to Ombudsman investigations is properly communicated to elected members.

As a general guide I would suggest:

- Where my office has made findings of maladministration/fault in regard to routine mistakes and service failures, and the authority has agreed to remedy the complaint by implementing the recommendations made following an investigation, I feel that the duty is satisfactorily discharged if the Monitoring Officer makes a periodic report to the council summarising the findings on all upheld complaints over a specific period. In a small authority this may be adequately addressed through an annual report on complaints to members, for example.
- Where an investigation has wider implications for council policy or exposes a more significant finding of maladministration, perhaps because of the scale of the fault or injustice, or the number of people affected, I would expect the Monitoring Officer to consider whether the implications of that investigation should be individually reported to members.
- In the unlikely event that an authority is minded not to comply with my recommendations following a finding of maladministration, I would always expect the Monitoring Officer to report this to members under section five of the Act. This is an exceptional and unusual course of action for any authority to take and should be considered at the highest tier of the authority.

The duties set out above in relation to the Local Government and Housing Act 1989 are in addition to, not instead of, the pre-existing duties placed on all authorities in relation to Ombudsman reports under The Local Government Act 1974. Under those provisions, whenever my office issues a formal, public report to your authority you are obliged to lay that report before the council for consideration and respond within three months setting out the action that you have taken, or propose to take, in response to the report.

I know that most local authorities are familiar with these arrangements, but I happy to discuss this further with you or your Monitoring Officer if there is any doubt about how to discharge these duties in future.

Manual for Councils

We greatly value our relationships with council Complaints Officers, our single contact points at each authority. To support them in their roles, we have published a Manual for Councils, setting out in detail what we do and how we investigate the complaints we receive. When we surveyed Complaints Officers, we were pleased to hear that 73% reported they have found the manual useful.

The manual is a practical resource and reference point for all council staff, not just those working directly with us, and I encourage you to share it widely within your organisation. The manual can be found on our website www.lgo.org.uk/link-officers

Complaint handling training

Our training programme is one of the ways we use the outcomes of complaints to promote wider service improvements and learning. We delivered an ambitious programme of 75 courses during the year, training over 800 council staff and more 400 care provider staff. Post-course surveys showed a 92% increase in delegates' confidence in dealing with complaints. To find out more visit www.lgo.org.uk/training

We were pleased to deliver two children's social care complaint handling courses to your staff during the year. I welcome your Council's investment in good complaint handling training and trust the courses were valuable.

Yours sincerely

A handwritten signature in black ink, appearing to read 'M King', with a stylized flourish at the end.

Michael King
Local Government and Social Care Ombudsman for England
Chair, Commission for Local Administration in England

Local Authority Report: Hartlepool Borough Council
For the Period Ending: 31/03/2017

For further information on how to interpret our statistics, please visit our website:
<http://www.lgo.org.uk/information-centre/reports/annual-review-reports/interpreting-local-authority-statistics>

Complaints and enquiries received

Adult Care Services	Benefits and Tax	Corporate and Other Services	Education and Children's Services	Environment Services	Highways and Transport	Housing	Planning and Development	Other	Total
3	2	5	4	1	2	1	2	0	20

Decisions made

				Detailed Investigations			
Incomplete or Invalid	Advice Given	Referred back for Local Resolution	Closed After Initial Enquiries	Not Upheld	Upheld	Uphold Rate	Total
1	0	8	7	5	2	29%	23

Notes

Our uphold rate is calculated in relation to the total number of detailed investigations.
The number of remedied complaints may not equal the number of upheld complaints. This is because, while we may uphold a complaint because we find fault, we may not always find grounds to say that fault caused injustice that ought to be remedied.

Complaints Remedied

by LGO

Satisfactorily by
Authority before LGO
Involvement

1

0

7.1 APPENDIX 3

Complaints and Enquiries Received - Hartlepool

	Adult Care Services	Benefits and Tax	Corporate and other services	Education and Children's Services	Environm ent Services	Highways and Transport	Housing	Planning and Development	Other	Total
2016/17	3	2	5	4	1	2	1	2	0	20
2015/16	3	4	2	2	2	0	1	5	0	19
2014/15*	2	3	4	3	2	0	1	1	0	16

* The method of reporting changed between 2014/15 and 2015/16 and in 2014/15 Environment Serices specifically referred to Public Protection and there was no Other category

Decisions Made - Hartlepool

	Incomplete or Invalid	Advice Given	Referred back for Local Resolution	Closed after Initial Enquiries	Detailed Investigations			Total	Complaints Remedied	
					Not Upheld	Upheld	Uphold Rate		by LGO	Satisfactorily by authority before LGO Involvement
2016/17	1	0	8	7	5	2	29%	23	1	0
2015/16	0	0	7	4	4	1	20%	16	0	0
2014/15*	1	1	7	4	3	1	25%	17	N/A	N/A

* The method of reporting changed between 2014/15 and 2015/16 and in 2014/15 did not include uphold rate or reference to complaints remedied

FINANCE AND POLICY COMMITTEE

12th February 2018



Report of: Corporate Management Team

Subject: STRATEGIC FINANCIAL MANAGEMENT REPORT
- AS AT 31st DECEMBER 2017

1. TYPE OF DECISION/APPLICABLE CATEGORY

Non Key Decision.

2. PURPOSE OF REPORT

2.1 The purposes of the report are to inform Members of:

- i) 2017/18 Forecast General Fund Outturn;
- ii) Corporate Income Collection Performance; and
- iii) 2017/18 Capital Programme Monitoring.

3. BACKGROUND AND FINANCIAL OUTLOOK

- 3.1 As detailed in the Medium Term Financial Strategy (MTFS) report, the Government will implement further cuts in funding for Councils up to 2019/20. Over the years covered by the MTFS (2017/18 to 2019/20) this means a further grant cut of £9.8m. The Council set a balanced budget for 2017/18, which includes the use of one off reserves. After reflecting the impact of inflation and legislative changes the Council faces continuing budget deficits for the next two years as detailed in the separate MTFS report on the agenda.
- 3.2 In view of the ongoing financial challenges the Corporate Management Team have continued to adopt robust budget management arrangements during 2017/18 and as detailed in section 5 it is becoming increasingly difficult to manage the annual budget. This position will need to be managed carefully over the remainder of the financial year, particularly over the winter period where some services face their highest demand and therefore cost of providing services.

4. REPORTING ARRANGEMENTS 2017/18

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

- 4.2 This Committee has received regular reports which provided a comprehensive analysis of departmental and corporate forecast outturns, including an explanation of the significant budget variances. This will enable the Committee to approve a strategy for addressing the financial issues and challenges facing the Council.
- 4.3 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 report 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.

5. GENERAL FUND BUDGET 2017/18 FORECAST OUTTURN

- 5.1 An updated assessment of the forecast 2017/18 outturn has been completed and a net over spend of £0.124m is anticipated, which is lower than the previous forecast of £0.250m. Further details are provided in **Appendix A**, which also includes details of the actual 2016/17 outturn. The 2017/18 outturn has been prepared to reflect expenditure incurred to date and forecast to be incurred in the rest of the financial year. As Members will be aware from previous years significant elements of the Council's budget are demand led and affected by expenditure over the winter months, including care costs in relation to older people and winter maintenance. The forecasts need to be considered in the context of the complexity of managing a gross General Fund budget of £260m and a net budget of £73m.

Forecast overspend / (under spend) 2017/18

2016/17 Actual Outturn £'000		2017/18 Latest Forecast - Overspend/ (Under spend) £'000
1,502	Departmental budgets outturn	2,254
	Departmental reserve usage	(1,400)
(1,240)	Corporate budgets outturn	(730)
262	Net Forecast overspend	124

- 5.2 The majority of the departmental overspend relates to continuing costs in relation to Looked after Children (LAC). As reported in the November 2017 MTFS these pressures arose in 2016/17 and it was recognised that these pressures would continue into 2017/18 and 2018/19.
- 5.3 These issues are not unique to Hartlepool and a report from the Local Government Association (LGA), published on 9th August 2017, highlighted that

in 2016/17 75% of councils over spent on children's services. The LGA report also indicated that by 2020 they are forecasting a national funding gap for children's services of £2 billion.

- 5.4 To address the financial impact of these pressures the MTFS is predicated on using the one-off LAC Reserve with the aim of providing a longer lead time to hopefully manage demand to reduce costs back down to the level of the recurring budget. The outturn forecast reflects the planned use of £1.4m of the LAC Reserve in 2017/18. £1.6m remains in the LAC reserve and will be used in 2018/19 to contribute towards these pressures.
- 5.5 This will not provide a permanent solution, although it should provide a longer lead time to potentially reduce demand and / or for the Government to recognise that this is a national issue which they either need to address by providing additional new funding, or by reallocating existing Local Government funding via the Fair Funding Review. As reported in the November 2017 MTFS report if neither of these options is implemented the Council will face an increased budget deficit of £2.5m and will have to make permanent cuts in other areas to meet ongoing commitments in relation to Looked after Children costs.
- 5.6 In relation to Regeneration and Neighbourhoods as identified in Appendix A the gross position is a forecast overspend of £0.465m which includes various income pressures across the Department as well as £0.160m which relates to additional costs incurred in Quarter 3 in relation to Waste Disposal.
- 5.7 The adverse variance on Waste Disposal was unexpected and relates to the additional costs incurred as waste is being diverted as a result of unplanned essential maintenance at the Waste Disposal site. This position will need to be closely monitored and further work carried out to evaluate the impact that this may have on future costs.
- 5.8 Budgets have been prepared and include an element for the cost associated with planned maintenance diversions; however the condition of the plant may result in additional unplanned diversions in the short term. Major investment is planned for the site over the next few years and it is anticipated that this should reduce the risk of overspend in this area.
- 5.9 The Department has managed the overspend in part by delaying some "discretionary spend" i.e. the replacement of Vehicles and other Small Plant until next financial year, and by releasing departmental reserves. This means these one off resources are not available to address future departmental pressures. These measures fund £0.305m of the gross overspend and the remaining overspend of £0.160m is reflected in the overall outturn forecast.
- 5.10 Detailed financial information on the projected outturn for individual Departments by Committee is provided in **Appendices B to E**.

5.11 Strategy for Managing the 2017/18 Forecast Overspend

5.12 In 2016/17 the Council managed a significant overspend on departmental budgets from an under spend on corporate budgets. The corporate budget under spend is not available as these savings (predominantly a £2m recurring Minimum Revenue Provision saving) were built into the 2017/18 base budget as recurring savings. Therefore, there is significantly less financial flexibility within the base budget to manage over spends in departmental budgets.

5.13 The Corporate Management Team will continue to seek to minimise the forecast deficit by identifying 'discretionary spending' which can be stopped or delayed and capitalising existing revenue spending. If this is not possible this will need to be funded from the Unearmarked General Fund Reserve.

5.14 House Sales income

5.15 The Council benefits from the receipt of income from Housing Hartlepool from the sale of former Council houses. This income will be dependent on individual house sales and is therefore difficult to forecast as the amount varies from month to month. The value of receipts for the nine months was £0.160m, which is earmarked for the Housing Revenue Account (HRA). Proposals for using this funding were included in the HRA Business Plan report to this Committee on 30th October 2017.

6. Housing Revenue Account

6.1 The Housing Revenue Account (HRA) is a ring fenced account relating to the Council's rented housing. It was reopened on the 1st April, 2016 as a result of the number of houses exceeding the Government's new limit of 200, which was announced in a Ministerial Statement on 20th March, 2015. Details of the forecast outturn are shown at **Appendix F**. The forecast outturn is a nil variance. The improvement since Quarter 2 relates to one-off income as a result of a back dated claim for solar panel income which is £0.068m higher than budget.

7. Corporate Income Collection Performance

7.1 Previous reports advised Members that significant changes were implemented with effect from 1st April 2013 to re-localise Business Rates and implement Local Council Tax Support schemes. As a result of these changes approximately 70% (i.e. £51.1m) of the net General Fund budget is funded from a combination of Business Rates and Council Tax collected locally. The following paragraphs provide more information on the impact of these changes and also progress in collecting Sundry Debts.

7.2 Business Rates Income

7.3 The re-localisation of Business Rates is a significant additional financial risk for Local Authorities to manage - 50% of any shortfall arising from either nonpayment by businesses, or reductions arising from the Valuation Office re-assessing rateable values, falls on individual authorities. A 'safety net' system is in operation, although this only compensates authorities for any shortfalls above

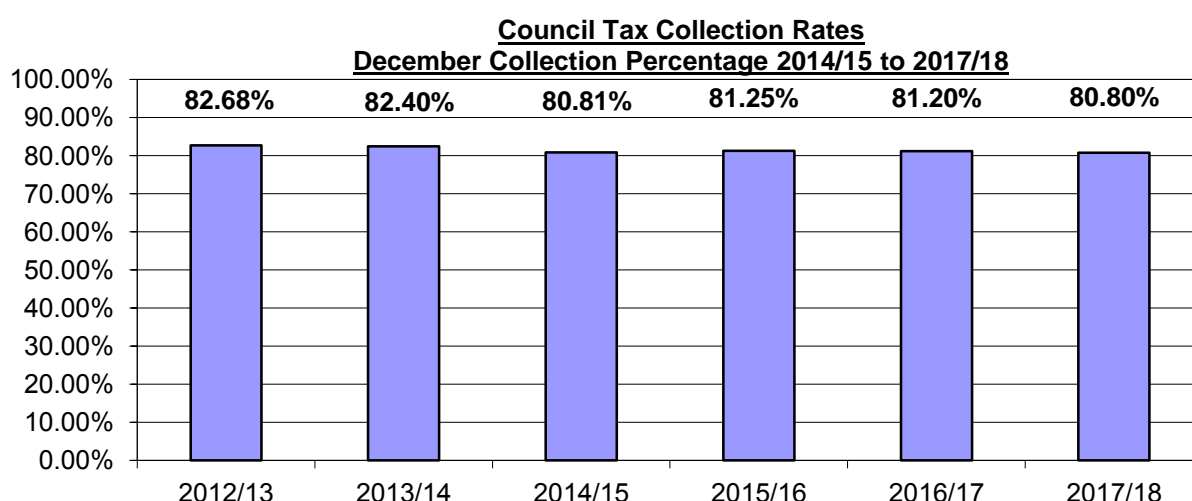
7.5% of the safety net figure. Prior to 2013/14 any shortfall in Business Rates collected was funded at a national level from the overall Business Rates pool.

7.4 Collecting Business Rates has always been an important responsibility, and the Council collected 98.4% in 2016/17 (national average 97.75% for unitary and metropolitan councils). The changes associated with localisation of business rates make this an even more important issue for the Council.

7.5 At the 31st December 2017 the Council had collected 80.62% of the 2017/18 liability, down by 0.58% compared to the same period last year. A comprehensive review of the recovery status of all 2,825 business rates accounts indicates that by the end of the financial year collection levels in excess of 98% should be sustained.

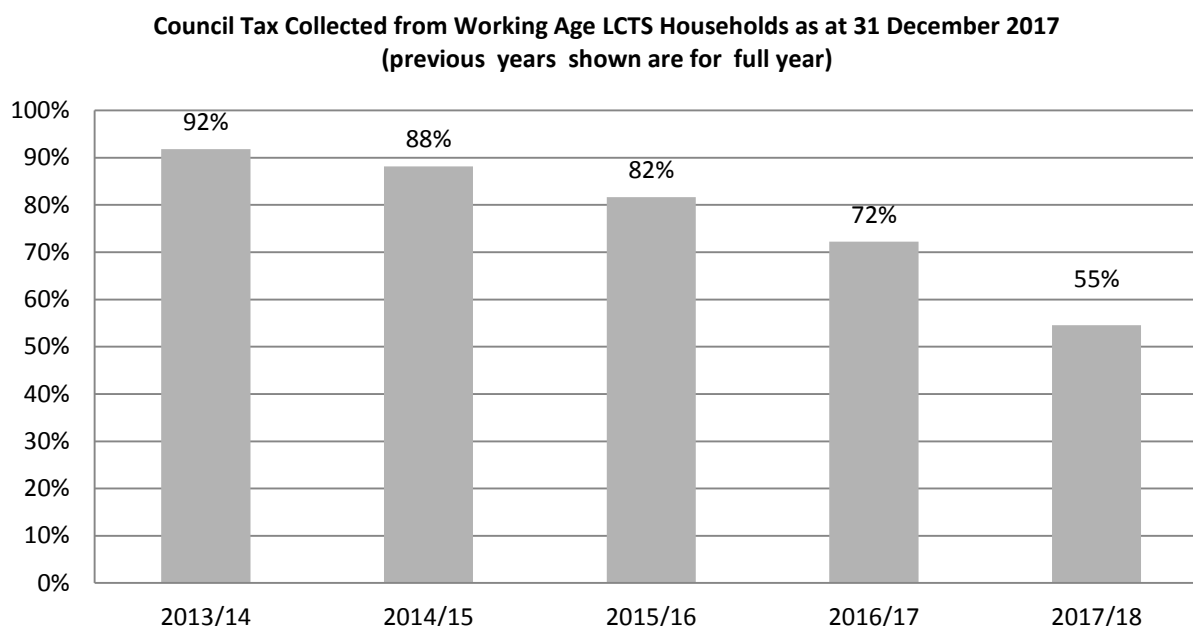
7.6 Council Tax

7.7 The overall Council Tax collection rate at 31st December 2017 was 80.8% compared to 81.2% for the same period last year, down slightly by 0.4%, as summarised in the graph below which reflects a stable position.



7.8 Collection performance is impacted by the time lag in recovering Council Tax by Attachment of Benefit, where the rate of deduction is capped at £3.70 per week and only one deduction can be active at any one time. This particularly affects working age households in receipt of Local Council Tax Support (LCTS).

7.9 There are approximately 8,100 working age households who receive LCTS. The Council monitors closely levels of collection from these households which have been impacted by a range of national welfare reforms. The graph overleaf shows that the cumulative collection from these households is positive and increasing; albeit there are the forecast time lags in securing collection.

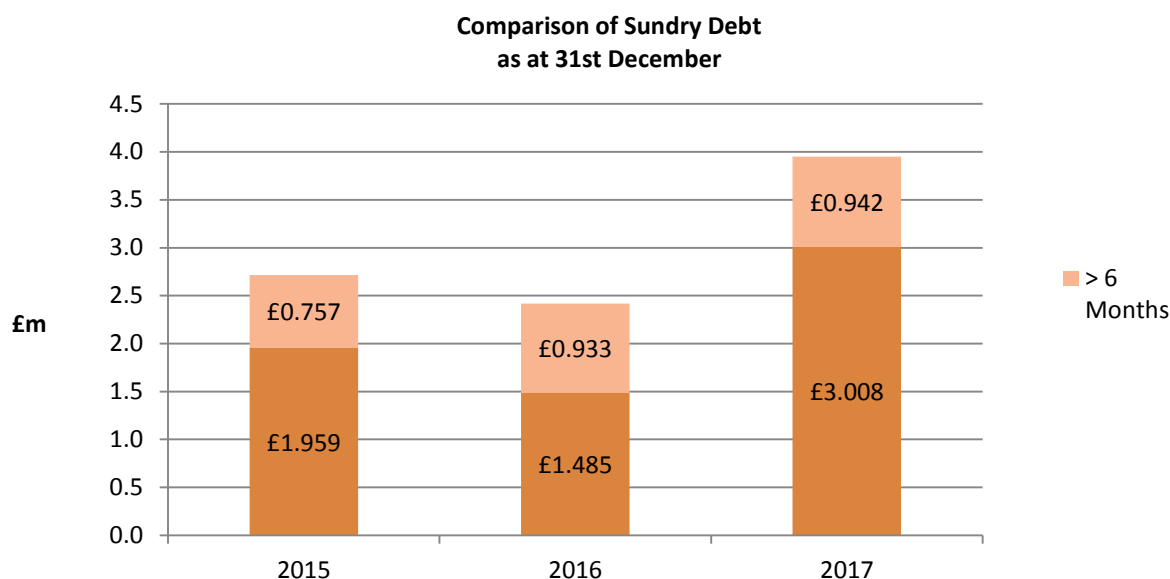


7.10 Collection of Council Tax from LCTS households continues to be within the financial planning parameters that underpin the Council's LCTS scheme.

7.11 Sundry Debts

7.12 The Council also collects significant Sundry Debts income for the payment of services provided by the Council. In total £25.455m of sundry debts were raised in the first nine months of 2017/18. As at 31st December 2017, £22.252m (87.42%) of this amount had been collected.

7.13 Robust procedures for collecting the remaining outstanding debt are in place. The following graph shows the comparable positions at 31st December for the last three years for long term debt and current debt which has been outstanding for less than six months. The current debt of £3.008m includes an invoice to NHS Hartlepool and Stockton CCG for £1.441m for the Better Care Fund Grant. This invoice was raised on the 8th December 2017 and has been paid in January 2018.



7.14 Included within current debts (less than 6 months old) is debt where the customer has been invoiced for the whole of 2017/18 but payment is to be received in installments throughout the year.

7.15 Debts greater than 6 months old total £0.942m. 98.88% of this amount is under recovery action and 1.2% (£11,000) is now considered unrecoverable and will be reported to Members for write off at a future date.

8. Capital Receipts Target

8.1 The Council previously set a capital receipt target to provide funding to offset the removal of HMR (Housing Market Renewal) funding in 2011. Owing to the challenging economic conditions over the last few years these capital receipts have taken longer to achieve than initially anticipated. At the 31st March 2017 £2.891m of this still needed to be achieved. As reported at Quarter 2 this target was reduced by £0.138m as a consequence of a reduction in the funding requirement for the Brierton and HMR Schemes. The remaining target is £2.753m. This amount is net of capital receipts for King Oswy Drive/Former Henry Smiths site which is being received in installments.

8.2 The best and worst case forecast net capital receipts for the year are summarised in the following table:

Description	Capital Receipts Target	
	Best Case £'000	Worst Case £'000
Existing Capital Receipts Target	2,891	2,891
Reduced Funding Requirement for the HMR & Brierton Schemes	(138)	(138)
Remaining Target	2,753	2,753
Forecast Net Capital Receipts to 31 March 2017	(320)	(80)
Forecast Capital Receipts Still to be Achieved to Meet Original Target	2,433	2,673

- 8.3 As previously reported the capital receipt in relation to the Hart land sale is anticipated to be the largest capital receipt achieved over the next three years but owing to the phased basis on which monies are likely to be received it will not make a significant contribution to the target until 2020/21.

9. 2017/18 Capital Programme Monitoring

- 9.1 Capital Expenditure for all departments to the 31st December 2017 is summarised in the table below.

Department	BUDGET		EXPENDITURE IN CURRENT YEAR				
	A	B	C	D	E	F	G
						C+D+E	F-B
	2017/18 and Future Years Budget £'000	2017/18 Budget £'000	2017/18 Actual at 31/12/2017 £'000	2017/18 Expenditure Remaining £'000	Expenditure Rephased to 2018/19 £'000	2017/18 Total Expenditure £'000	2017/18 Variance from budget £'000
Child & Adult	7,263	7,263	1,882	2,762	2,619	7,263	0
Public Health	597	505	214	291	0	505	0
Regeneration & Neighbourhoods	24,701	17,449	5,577	9,169	2,624	17,370	(79)
Chief Executive	477	477	57	299	121	477	0
Corporate	3,096	3,096	274	516	2,024	2,814	(282)
Total Capital Expenditure	36,134	28,790	8,004	13,037	7,388	28,429	(361)

- 9.2 The table above shows the overall capital budget for 2017/18 and future years, and the capital budget specific to 2017/18.
- 9.3 Actual expenditure to 31st December 2017 was £8.004m, compared to a current 2017/18 budget of £28.790m. There is £13.037m to be spent during the remainder of 2017/18 as there are a number of major ongoing projects for which large payments are expected to be made in Quarter 4. £7.388m will be rephased into 2018/19.
- 9.4 Detailed financial information on the capital programme for individual Departments by Committee is provided in **Appendices G to K**.
- 9.5 There is an overall favourable variance of £0.361m. This includes variances of £0.315m in relation to the Council's Capital Fund (CCF) budgets which are considered as part of the 'Capital Programme 2018/19' report elsewhere on the agenda for this meeting.
- 9.6 In addition there is a £0.046m favourable variance in relation to the Town Wall Strengthening scheme. This is a grant funded scheme and officers are awaiting confirmation from the Environment Agency whether the unused grant can be transferred to the Headland Wall scheme to reduce the prudential borrowing required.

9.7 Section 106 Developers Contributions

- 9.8 The level of uncommitted funds as at 31st December 2017 was £0.849m. A table is attached at **Appendix L** showing that the amount brought forward from the previous financial year was £0.847m, with a further amount of £26,600 being received in year. To date amounts transferred to schemes total £23,700.

10 CONCLUSION

- 10.1 As reported to this Committee on 10th July 2017 there was a 2016/17 net General Fund budget overspend of £0.262m and this confirmed the increasing financial challenges facing the Council. In particular these pressures related to Adult Social Care services and Children's Services. These pressures are continuing to impact on the Council in 2017/18 and are also affecting the majority of councils with responsibility for these services.
- 10.2 At a national level the Government recognised the Adult Social Care pressures through a combination of the revised Adult Social Care precept arrangements for 2017/18 to 2019/20 and the announcement in the Chancellor's March 2017 budget of additional funding for Adult Social Care.
- 10.3 The additional Adult Social Care funding announced by the Chancellor's in the March 2017 budget is front loaded and only approximately £0.7m will be sustained until 2019/20. The sustainability of this funding beyond 2019/20 is uncertain and will depend on proposals the Government implements for the long term funding of Adult Social Care and the outcome of the Local Government Fair Funding review. Updates will be reported to future meetings when more information is issued by the Government.
- 10.4 As reported previously the Government has not identified any additional funding to address Children's Services pressures. The LGA has recently indicated that there will be a £2 billion Children's Services funding gap by 2020.
- 10.5 The service pressures impacting on Children's Services in 2016/17 are continuing in 2017/18. The MTFS anticipated these additional costs and earmarked one-off resources to support this area in 2017/18 and 2018/19. This strategy is designed to provide a longer lead time to hopefully reduce demand, or for the Government to recognise the significant financial pressures facing Children's Services by providing additional funding.
- 10.6 As detailed in Section 5 a 2017/18 General Fund revenue budget over spend £0.124m is forecast, lower than the previous forecast of £0.250m. This mainly reflects Children's Services pressures and potential Regeneration and Neighbourhoods income shortfalls.
- 10.7 In relation to collection of Business Rates and Council Tax these issues are impacted by the significant changes implemented in April 2013 and the ongoing difficult economic climate. At the 31st December 2017 Council Tax collection levels are stable at 80.8% slightly down on this stage last year and that business rates collection at 80.63% was slightly down on this stage last year. It is

anticipated that robust recovery action pursued over the remainder of the financial year will ensure in-year collection targets are achieved.

- 10.8 The position in relation to achieving the capital receipts targets continues to be monitored closely. The proposed sale of land at Hart is anticipated to be the largest capital receipt to be achieved over the next three years (i.e. 2017/18 to 2019/20) and will be received in installments over the period 2018/19 to 2020/21. Therefore there will continue to be a reliance on prudential borrowing until these monies are received. As it is not anticipated that there will be any significant increase in the Bank of England Base Rate, the cost of using prudential borrowing will be marginal. These additional costs can be accommodated from within the overall centralised estimates budget.

11. RECOMMENDATIONS

- 11.1 It is recommended that Members note:

- i) the report.
- ii) the forecast 2017/18 General Fund Revenue budget overspend of £0.124m and to note that Corporate Management Team will work to minimise this deficit, although if not possible this will need to be funded from the Unearmarked General Fund Reserve.

12. REASONS FOR RECOMMENDATIONS

To update the Finance and Policy Committee on the Council's financial position and to enable Members to make decisions as part of the overall budget process for 2017/18.

13. BACKGROUND PAPERS

Medium Term Financial Strategy (MTFS) 2018/19 to 2019/20 and Financial Outlook from 2020/21 report to Finance and Policy Committee 12.02.18.
Medium Term Financial Strategy (MTFS) 2018/19 to 2019/20 and Financial Outlook from 2020/21 report to Finance and Policy Committee 22.11.17.

14. CONTACT OFFICER

Chris Little
Director of Finance and Policy
Chris.little@hartlepool.gov.uk
01429 523003

Table 1 - Forecast Outturn 2017/18

2016/17 Outturn £'000		Latest Forecast - Overspend/ (Underspend) £'000
	Departmental Budgets	
(466)	Chief Executive's Dept	(504)
1,328	Child and Adult Services	1,977
0	Child and Adult Services - Salary Abatement and One-Off Income	(600)
218	Public Health - General Fund	190
0	Public Health - Grant	(290)
(45)	Regeneration and Neighbourhoods	465
0	Regen and N'hoods - One-Off action to reduce the Overspend	(305)
0	Departmental Reserves approved at Quarter 1 & 2	448
0	Ring Fenced Departmental Grant reserves as detailed in Table 2	685
0	Recommended Departmental reserves as detailed in Table 3	188
1,035	Sub Total - Departmental Budgets	2,254
	Planned use of Departmental Reserves	
0	Children's Services	(1,400)
	Sub Total - Planned use of Departmental Reserves	(1,400)
	Non Departmental issues	
(2,575)	Corporate Budgets	(730)
1,860	Allocated to fund one off priorities to be determined as part of MTFS	0
(715)	Sub Total - Corporate Budgets	(730)
(58)	Uncommitted 2015/16 Outturn	0
262	Net Overspend	124

Table 2 - Ring Fenced Departmental Grant Reserves

	Latest Forecast
	£'000
Ring-fenced Grant Reserves	
Public Health Grant - This is an increase in projected underspend on this grant which will be transferred into a ringfenced reserve in line with the grant conditions. £240k previously approved.	50
Future in Mind - this is a ring fenced grant from Health and any underspend will be transferred into a ringfenced reserve in line with grant conditions.	20
Individual Electoral Registration Grant to undertake further data cleansing of the Electoral Register.	15
Improved Better Care Fund - Balance of one off grant to be spent in 2018/19	600
TOTAL	685

Table 3 - Recommended Contributions to Reserves

	Latest Forecast
	£'000
General Fund Reserves	
SACRE - Standing Advisory Council for Religious Education. The curriculum requires review and update in 2018/19 this funding is required to support the costs of the review.	5
Resourcelink Development - 2 year fixed term contract for one-off work required on development of the Human Resources modules on Resourcelink.	63
Municipal Elections and Registration of Electors	80
Shared Services System Development Projects 2018/19	40
TOTAL	188

REVENUE FINANCIAL MONITORING REPORT FOR FINANCIAL YEAR 2017/18 as at 31ST DECEMBER, 2017

Approved 2017/2018 Budget	Description of Service Area	December Projected Outturn Adverse/ (Favourable) Latest Forecast	Director's Explanation of Variance
£'000		£'000	
Finance and Policy Committee			
(163)	Benefits	(200)	A favourable variance of £100k is owing to vacant posts and some posts not being at the top of the grade, part of which has been used to address the DWP Housing Administration grant cuts in the 2018-19 budget. Finance and Policy Committee on 30th January, 2015 also approved any favourable variance on Fraud and Error Reduction Incentive Scheme (FERIS), be earmarked to address DWP Housing Administration grant cuts. There has been £100k FERIS grant received in 2017/18, which has been approved to be earmarked for the same purpose in 2018/19.
(903)	Central Administration Recharges	0	
35	Civic Attendants	0	
985	Corporate Finance	(5)	The favourable variance is owing to some posts not being at the top of the grade.
626	Corporate Strategy & Public Consultation	7	The adverse variance is owing to reduced income generation for the corporate website.
(143)	Housing Benefits Subsidy	(36)	The favourable variance is owing to additional Housing Benefit Grant Subsidy being received after the 2016/17 final claim was audited. It is requested that this additional grant be earmarked in a reserve to part fund a fixed term two year contract in relation to one-off work required to develop the Human Resources modules on Resourcelink.
195	Democratic	(10)	The favourable variance is owing to additional schools appeals income and some savings made on the printing budget.
77	Fraud	(13)	The favourable variance is owing to supplies and services savings.
895	Customer and Support Services	(15)	The favourable variance is owing to vacant posts for part of the year.
505	Human Resources & Health and Safety	(65)	The favourable variance is owing to vacant posts and some posts not being at the top of the grade, offset by a reduction in income. £10k has been approved to create a reserve to extend a fixed term contract until August 2018, and a further £27k is requested to part fund a fixed term two year contract in relation to one-off work required to develop the Human Resources modules on Resourcelink.
226	Internal Audit	(4)	The favourable variance is owing to supplies and services savings.
421	Legal Services	27	The adverse variance is owing to reduced income generation on Land and Property Fees, which has been partially offset by some in year staffing savings.
202	Municipal Elections and Registration of Electors	(95)	As there are no Municipal Elections in 2017/18 there is a projected favourable variance of £80k. It is requested that a reserve is created for Municipal Elections in future years. This saving has been included in the 2018/19 MTFS. Individual Electoral Registration Grant of £15k has been received in 2017/18 and it is requested that a reserve be created to undertake further work on the register in 2018/19.
(83)	Other Office Services	0	An adverse variance of £75k is expected owing to a slow down in Local Land Searches. This is owing to the number of companies using Environmental Information Regulations, this has been offset by the use of the corporate income risk reserve.
92	Procurement	0	
86	Public Relations	20	The adverse variance is owing to reduced income generation.
(110)	Registration Services	25	Owing to services moving to North Tees Hospital, there is a projected adverse variance owing to reduced income generation on both birth and death registration.
(44)	Reprographics	0	
898	Revenues	0	
(446)	Revenue & Benefits Central	(81)	The favourable variance is owing to additional Court Cost income.
71	Scrutiny	(6)	This small variance is in relation to staffing savings.
599	Shared Services	(40)	The favourable variance is owing to a software maintenance saving and additional income for payroll services. It is requested that a reserve is created using this favourable variance to support one-off system development projects in 2018/19.
124	Support to Members	10	
16	Training & Equality	0	

CHIEF EXECUTIVES

Appendix B

332	Corporate Management Running Expenses	(23)	The favourable variance is owing to a post not being at the top of the grade and a reduction in corporate subscriptions.
4,493	Finance and Policy Committee Total (Before Creation of Reserves)	(504)	
Creation of Reserves - Previously approved by F&P (Q1 & Q2)			
	FERIS Grant Project	100	Fraud and Error Reduction Incentive Scheme (FERIS), to be earmarked to address 2018/19 DWP Housing Administration grant cuts to mitigate impacts on benefit service standards.
	Human Resources & Health and Safety	10	Extension of fixed term contract to 31/8/18.
Creation of Reserves			
	Resourcelink Development	63	To fund a fixed term two year contract in relation to one-off work required to develop the Human Resources modules on Resourcelink.
	Shared Services	40	To fund one-off Systems Development Projects in 2018/19.
	Municipal Elections and Registration of Electors	80	Municipal Elections in future years.
	Individual Electoral Registration	15	Individual Electoral Registration Grant to be used to undertake further data cleansing on the Electoral Register.
4,493	Chief Executives Total - Net of Reserves	(196)	

CHIEF EXECUTIVES
PLANNED USE OF RESERVES

The above figures include the 2017/2018 approved budget along with the planned use of Departmental Reserves created in previous years.
The details below provide a breakdown of these reserves

Approved 2017/2018 Budget £'000	Description of Service Area	Planned Usage 2017/2018 £'000	Variance Over/ (Under) £'000	Director's Explanation of Variance
Finance and Policy Committee				
33	Corporate Strategy - ICT System Development	17	(16)	ICT System Development on Firmstep over a two year programme.
3	Corporate Strategy - Performance Management	3	0	To support related costs for performance management over a 3 year period.
10	Public Relations	10	0	Reserve created to support changes to the Council's new branding guidelines.
2	Civic Responsibilities	2	0	This reserve is committed in year for Civic items.
5	Registration Services	5	0	To be used for Registrar's software maintenance costs over 3 years.
18	People Framework Development	18	0	This will be used to fund the new Organisational Excellence Forum, Management and Leadership Development Programme.
16	Finance - IT Investment Shared Services	16	0	Shared Services Reserve for Project Development Work on E-Series and Webview.
91	Chief Executive's Department Ring Fenced Grants	60	(31)	The reserve created to fund a shortfall in the 2017/18 DWP Housing Administration Grant is no longer required to be used in 2017/18 as the Council received Universal Credit Implementation Grant. This reserve will be utilised in 2018/19. The Individual Electoral Registration Grant reserve will be used in 2017/18 for Electoral Canvassers and a household notification letter.
178	Total	131	(47)	

REVENUE FINANCIAL MONITORING REPORT FOR FINANCIAL YEAR 2017/18 as at 31ST DECEMBER, 2017

Approved 2017/2018 Budget £'000	Description of Service Area	December Projected Outturn Adverse/ (Favourable) Latest Forecast £'000	Director's Explanation of Variance
Adult Committee			
0	Carers & Assistive Technology	(19)	
3,233	Commissioning & Adults General	0	
1,465	Commissioning-Mental Health	0	Budget Pressures have previously been identified in this area and are funded in the current year from one-off iBCF Grant (c£150k).
9,881	Commissioning-Older People	0	Planned demand management reductions from increasing CCG income, the review of the Resource Allocation System and Direct Payment contingencies have been reflected in the budget however they will take time to be achieved. Current pressures in this area total c£300k and will be funded in the current year from the 'one-off' iBCF grant allocated for Protection of Adult Social Care.
8,074	Commissioning-Working Age Adult	0	A number of high cost packages have now ended resulting in savings being made from this area to partly offset the budgeted use of reserves required to balance the budget. Planned demand management reductions will be closely monitored during the year and may not all be achieved until 2018/19.
221	Complaints & Public Information	41	
325	Departmental Running Costs	38	
639	Direct Care & Support Team	39	Increased Demand for Telecare Equipment.
425	LD & Transition Social Work	0	
2,850	Locality & Safeguarding Teams	0	Salary underspends arising from incremental drift and vacancies have been transferred towards the departmental salary abatement target. The costs of DoLS, which includes an overspend arising from unbudgeted costs from the High Court Judgement, is being funded in the current year from the one-off iBCF grant allocated for Protection of Adult Social Care.
727	Mental Health Services	(39)	
439	OT & Disability Equipment	0	
266	Workforce Planning & Dev	(30)	
1,169	Working Age Adult Day Services	(30)	
(125)	Departmental Reserves required to fund shortfall in 2016/17 savings.	0	The iBCF grant is contributing in the current year towards this budget pressure.
0	Improved Better Care Fund - 'One-Off' element	(600)	This relates to the 'one-off' element of the Improved Better Care Fund which is being used for a range of initiatives. The majority of this (c£400k) is being used for capital developments within care homes to deliver improved care environments that have demonstrable benefits for residents. Owing to the nature of this spend the funding will need to slip into 2018/19.
29,589	Adult Committee Sub Total	(600)	

Approved 2017/2018 Budget £'000	Description of Service Area	December Projected Outturn Adverse/ (Favourable) Latest Forecast £'000	Director's Explanation of Variance
Children's Committee			
11,552	Children & Families	3,083	The budget was set on the basis of requiring £1.4m from reserves in order to balance the budget. The pressures were mainly within Looked After Children and as outlined in previous reports the department is continuing with the demand reduction policies to reduce costs back down to the level of the recurring budget. However, as these will take time to implement and gain traction departmental reserves were identified. The projected overspend has significantly increased since the budget was set and this is reflected in the projected outturn position.
2,845	Early Intervention Services	(431)	This reflects a combination of 'one-off' savings arising from staff vacancies, incremental drift and in-year grant funding, 2018/19 savings achieved in advance and forecast under spends across a range of Early Help non-pay budgets. Reserves for the Youth Service and Children's Hub are to be created from specific underspends in their respective budget areas.
5	Play & Care	10	
296	Youth Offending Service	(60)	Expected grant funding reductions did not occur in 2017/18 and there have been some temporary staffing savings arising from the recent restructure.
127	Access to Education	0	
120	Central Support Services	0	
512	Other School Related Expenditure	0	
544	Raising Educational Achievement	(5)	
247	Special Educational Needs	(20)	This relates to an projected underspend on ring fenced grant funding for Future in Mind which will be added to reserves
158	Strategic Management	0	
16,406	Children's Committee Sub Total	2,577	
0	Departmental Reserves required to fund budget pressures	(1,400)	Budgeted use of reserves to help fund LAC pressures in the current financial year.
0	Additional Contribution towards Departmental Salary Abatement Target & One-Off Income	(600)	This is the achievement of salary savings over and above those budgeted for at the start of the year and one-off income received from planned reductions in Direct Payment contingencies.
16,406	Children's Committee Sub Total (after release of reserves)	577	
45,995	Child and Adult Total - (before Creation of Reserves)	(23)	
Creation of Reserves - Previously approved by F&P (Q1 & Q2)			
0	Youth Service - Support towards the possible creation of a 'Mutual' Youth Service	30	Through a combination of holding vacant posts, ceasing non-essential spend and maximising income opportunities the Youth Service proposes to create a Youth Service reserve to support the work towards the Service potentially becoming a 'Mutual'; should the reserve not be required then it will be transferred to the existing LAC reserve.
0	Children's Hub - Improve IT Options	68	An additional contribution towards the Hub has been received from Stockton Borough Council. It is proposed to transfer this to the existing Children's Hub reserve to enable the implementation of an essential IT upgrade to the 'Dashboard' system which will create an interface between the two local authority social care systems removing the need to duplicate data recording.
Creation of Reserves			
0	Improved Better Care Fund - 'One-Off' element	600	This relates to the 'one-off' element of the Improved Better Care Fund which is being used for a range of initiatives. The majority of this (c£400k) is being used for capital developments within care homes to deliver improved care environments that have demonstrable benefits for residents. Owing to the nature of this spend the funding will need to slip into 2018/19.
0	SACRE - Standing Advisory Council for Religious Education	5	The curriculum requires review and update in 2018/19 this funding is required to support the costs of the review.
0	Future in Mind	20	This is a ring fenced grant from Health and any underspend will be transferred into a ringfenced reserve in line with grant conditions.
45,995	Child & Adults Total - Net of Reserves	700	

CHILD & ADULT SERVICES
PLANNED USE OF RESERVES

The above figures include the 2017/2018 approved budget along with the planned use of Departmental Reserves created in previous years.
The details below provide a breakdown of these reserves

Approved 2017/2018 Budget £'000	Description of Service Area	Planned Usage 2017/2018 £'000	Variance Over/ (Under) £'000	Director's Explanation of Variance
Adult Committee				
125	Departmental Reserves to Fund 16/17 Savings Shortfall	0	(125)	Use of the iBCF grant allocated towards the Protection of Adult Social Care, demand management savings and review of existing budgets has reduced the demand on this reserve in 2017/18; it is anticipated further savings will be achieved over the next couple of years to eliminate the requirement to use this reserve to balance the budget.
55	Demand Management - Adults (Modern Apprentices)	0	(55)	The costs of employing the Apprentices will be funded from within the overall outturn.
140	Deprivation of Liberty Safeguards (DoLS)	0	(140)	DoLS to be funded from overall outturn to protect the value of the reserve
31	Care Bill Implementation	0	(31)	The costs are to be funded from the overall outturn to protect the value of the reserve which will enable the post to be funded in 2018/19.
351	Adult Committee Sub Total	0	(351)	
Children's Committee				
105	Early Intervention Reserve	105	0	This reserve is required in 2017/18 to fund additional Social Work posts however permanent funding has been included in the 2018/19 budget.
38	Wellbeing Fund	38	0	
27	Data Team	27	0	
45	SEND Team	45	0	
80	Education Commission	80	0	
167	Transforming Tees	167	0	
462	Children's Committee Sub Total	462	0	

MEMO:-	Dedicated Schools Grant	December Projected Outturn Adverse/ (Favourable) Latest Forecast	Director's Explanation of Variance
5,207	Early Years	(45)	There is uncertainty relating to the take up of the new 30hr per week provision for eligible 3/4 year olds from September resulting in an underspend.
8,331	High Needs	875	A funding strategy is being developed to manage this demand led budget. The overspend will be funded from reserves in 2017/18.
34,632	Schools	17	The Schools block is forecast to overspend, this is owing to the ongoing increase in licence costs.

REVENUE FINANCIAL MONITORING REPORT FOR FINANCIAL YEAR 2017/18 as at 31ST DECEMBER, 2017

Approved 2017/2018 Budget £'000	Description of Service Area	December Projected Outturn Adverse/ (Favourable) Latest Forecast £'000	Director's Explanation of Variance
Finance and Policy Committee			
Public Health Grant			
3,468	Children's Public Health	0	Any adverse variance on the 0-19 Services will be funded from Public Health Grant Reserves in 2017/18.
0	Community Hubs	5	Adverse variance relates to staffing costs.
92	Health Check Programme	0	
722	Misc Public Health Services	0	
101	Obesity	0	
173	Physical Activity	0	
156	Prescribing	(50)	The favourable variance relates to an underspend on the prescribing costs associated with Smoking Cessation.
863	Public Health Advice	(5)	Favourable variance relates to staffing costs.
636	Sexual Health	15	Adverse variance relates to a contracted service.
253	Smoking & Tobacco	(15)	Favourable variance represents the agreed contract savings for 2017/18. These savings will be used to support the agreed savings programme in 2018/19.
2,531	Substance Misuse	(240)	Favourable variance relates to efficiencies achieved following the transfer of the service in-house. These savings will be used to support the approved savings programme in 2018/19.
(8,995)	Public Health Main Grant	0	
0	Public Health Grant Subtotal	(290)	
Public Health General Fund			
637	Consumer Services	10	Adverse variance relates to a potential shortfall in Licensing Income.
637	Public Health General Fund Subtotal	10	
637	Finance and Policy Committee Sub Total	(280)	
Regeneration Committee			
Public Health General Fund			
(3)	Environmental Protection	5	Adverse variance relates to a potential shortfall in Pest Control Income.
(34)	Environmental Standards	10	Adverse variance relates to a potential shortfall in income from Markets.
475	Sport, Leisure & Recreation Facilities	165	The adverse variance relates to income shortfalls at the Borough Hall (£65k latest) and Carlton (£100k latest). This variance assumes that the overall adverse variance on Sports facilities (£120k Worst Case) will be funded from Reserves in 2017/18.
438	Public Health General Fund Subtotal	180	
438	Regeneration Committee Sub Total	180	
1,075	Public Health Total - before Reserves	(100)	
Creation of Reserves			
0	Public Health Ring fenced Grant - Previously Approved	240	The Public Health Grant is ring fenced and any underspend will be transferred into a ringfenced reserve in line with the grant conditions. The recommended contribution to reserves reflects the latest estimate of the expected grant remaining at year end.
0	Public Health Ring fenced Grant - Recommended	50	
1,075	Public Health Total - Net of Reserves	190	

PLANNED USE OF RESERVES

The above figures include the 2017/2018 approved budget along with the planned use of Departmental Reserves created in previous years.
 The details below provide a breakdown of these reserves

Approved 2017/2018 Budget £'000	Description of Service Area	Planned Usage 2017/2018 £'000	Variance Over/ (Under) £'000	Director's Explanation of Variance
Regeneration Committee				
86	PCT Reserve - Employee Wellbeing Strategy	86	0	
250	Drugs Action Team Reserve - Tier 4 Support	100	(150)	This service is demand led and this variance relates to the profile of expenditure over years.
1,004	Public Health Grant	1,350	346	This variance relates to the profile of expenditure over years.
10	Sport and Recreation Reserve	10	0	
1,350	Total	1,546	196	

REVENUE FINANCIAL MONITORING REPORT FOR FINANCIAL YEAR 2017/18 as at 31ST DECEMBER, 2017

Approved 2017/2018 Budget £'000	Description of Service Area	December Projected Outturn Adverse/ (Favourable) Latest Forecast £'000	Director's Explanation of Variance
Finance & Policy Committee			
969	Community Safety & Engagement	(20)	The favourable variance relates to a grant income in 2017/18.
491	Strategic Management, Admin & Service Development	0	
(142)	Logistics	(60)	The favourable variance relates to a surplus on the Councils Small Plant Hire service. The replacement of equipment has been delayed where possible until 2018/19.
329	Estates & Asset Management	50	The adverse variance relates to a shortfall in fee income from Capital and external work.
(833)	Building Consultancy	250	The adverse variance relates to a shortfall in fee income from Capital and external work. A review of this area is underway to evaluate the fee earning capacity in future years.
565	Facilities Management - Building Cleaning	30	The adverse variance relates to a shortfall in income. A pricing review is underway to address this shortfall in future years.
59	Facilities Management - Building Maintenance	(40)	The current position shows a favourable variance of £40k at this stage in the year.
0	Facilities Management - Functions Catering/Garden Centre	35	The adverse variance relates to a deficit projected at the Garden Centre.
159	Facilities Management - Other - Security & Public Cons	0	
13	Facilities Management - School Catering	(40)	This favourable variance is after the transfer of £40k to Capital to support the investment required in School Kitchens.
1,610	Finance & Policy Committee Sub Total	205	
Regeneration Committee			
(50)	Adult Education	0	
20	Archaeology	0	
31	Community Centres	5	The adverse variance relates to a shortfall in income across the service area.
637	Cultural Services	65	The adverse variance is mainly owing to a shortfall in income at the Town Hall Theatre.
949	Libraries	5	The adverse variance relates to a shortfall in income across the service area.
72	Building Control	15	The adverse variance relates to a shortfall in income which is projected at year end.
199	Planning Services	200	The adverse variance relates to a potential shortfall in income from planning fees. It is difficult to predict the outturn in this area as approximately 80% of the fee income comes from large scale projects and the timing of these applications is difficult to predict. This forecast includes the planned 20% increase in fees from 1st January, 2018.
472	Housing Services	(75)	The favourable variance relates largely to additional grant income received in 2017/18.
612	Economic Regeneration	0	
(107)	Economic Regeneration - External Funding	100	The adverse variance relates to a shortfall in income. Plans to generate general fund savings from Grant income have not been possible owing to changes in the Grant Regimes now available and this income pressure has therefore been factored into the 2018/19 savings proposals previously approved.
243	Heritage & Countryside	10	The adverse variance relates to one-off costs incurred in year.
3,078	Regeneration Committee Sub Total	325	

Approved 2017/2018 Budget £'000	Description of Service Area	September Projected Outturn Adverse/ (Favourable) Latest Forecast £'000	Director's Explanation of Variance
Neighbourhood Committee			
(407)	Cemetery and Crematoria	(25)	The favourable variance relates to income which is expected to be above budgeted levels in 2017/18.
270	Parks, Open Spaces & Beach Safety	(5)	The favourable variance relates to various underspends within the Beach Safety service.
31	Allotments	0	
(503)	Car Parking & Enforcement	60	The adverse variance relates partly to one-off costs incurred in year and a potential shortfall in income.
398	Engineering Services (incl Coastal Protection and Contaminated Land)	0	
1,526	Grounds Maintenance	(50)	The favourable variance relates to advance savings achieved in relation to vehicles and temporary staffing costs.
1,995	Highway Maintenance & Insurance	(100)	The favourable variance relates to an underspend on Highways client budgets including Gully Cleansing and Scheduled Patching. This variance offsets the adverse variance below on the trading activity.
(319)	Highways Trading	100	The adverse variance relates to a shortfall in income. This will be offset by an underspend on the Highways client budget above.
426	Highways Traffic & Transp Management	(20)	The favourable variance relates to additional income generated in year.
1,384	Passenger Transport	(75)	The favourable Variance relates to the Home to School Transport budget which is a demand led service. In addition the trading activity is generating a surplus of £20k and this position is expected to continue until year end.
130	Road Safety	(5)	The favourable variance relates to an underspend on staffing costs.
(219)	Vehicle Fleet	(250)	The favourable variance partly relates to a temporary savings on vehicle borrowing costs as vehicles are kept for longer and purchases are delayed until April 2018, where appropriate. The review of vehicles may result in some vehicles being withdrawn and others financed over a longer period and the permanent savings associated with these changes have been factored into the Department's future savings programme. Reserves are being used to fund maintenance costs on vehicles where required in 2017/18.
(1)	NDORS (National Driver Offender Rehabilitation) Scheme	0	
1,191	Network Infrastructure	(80)	The favourable variance relates to an underspend on Energy costs associated with Street Lighting following the LED replacement programme. Additional savings have been included in 2018/19 to reflect this position.
0	Section 38's	(60)	The favourable variance relates to the net income received on adopted schemes in 2017/18.
(1)	Traffic Management	0	
2,427	Sustainable Transport	(110)	The favourable variance reflects the negotiated position for Concessionary Fares which is less than the agreed budget in 2017/18. Additional savings have been included in 2018/19 to reflect this position.
1,411	Street Cleansing	0	
4,895	Waste & Environmental Services	250	The adverse variance reflects various budget pressures facing this service including changes at the Household Waste Recycling Centre which have been partly offset by a favourable variance on income from the sale of recyclable materials. The adverse variance has increased by £160k owing to additional disposal costs in quarter three. This relates to the diversion of waste at the waste disposal plant required as a result of essential unplanned maintenance.
14,634	Neighbourhood Committee Sub Total	(370)	
19,322	Regeneration & Neighbourhoods Total before reserves	160	
Creation of Reserves			
19,322	Regeneration and Neighbourhoods Total - Net of Reserves	160	

REGENERATION AND NEIGHBOURHOODS
PLANNED USE OF RESERVES

The above figures include the 2017/2018 approved budget along with the planned use of Departmental Reserves created in previous years.
The details below provide a breakdown of these reserves

Approved 2017/2018 Budget £'000	Description of Service Area	Planned Usage 2017/2018 £'000	Variance Over/ (Under) £'000	Director's Explanation of Variance
Finance & Policy Committee				
72	Ward Member Budgets (incl Civic Lottery)	72	0	
42	Community Safety Specific Grants	29	(13)	This variance relates to the profile of expenditure over years.
Regeneration Committee				
134	Adult Education	20	(114)	This variance relates to the profile of expenditure over academic years.
186	Local Plan	186	0	
250	Economic Regeneration Schemes/YEI	162	(88)	This variance relates to the profile of expenditure over years.
20	Libraries	20	0	
3	Archaeology	3	0	
5	Works in Default - Empty Properties	5	0	
189	National Museum of the Royal Navy Hartlepool	189	0	
41	Selective Licensing/Housing	0	(41)	This variance relates to the profile of grant income an expenditure over years.
Neighbourhood Committee				
30	Environmental Apprentices	43	13	
50	Fleet	50	0	
40	Flood Prevention Reserve	0	(40)	This variance relates to the profile of expenditure over years.
50	Winter maintenance	0	(50)	This variance relates to the profile of expenditure over years which is weather dependent.
15	Bikeability	0	(15)	This variance relates to the profile of expenditure over years.
16	Speed Cameras	0	(16)	This variance relates to the profile of expenditure over years.
149	Environmental Enhancements	149	0	
1,292	Total	928	(364)	

HOUSING REVENUE ACCOUNT

Appendix F

REVENUE FINANCIAL MONITORING REPORT FOR FINANCIAL YEAR 2017/18 as at 31ST DECEMBER, 2017

	Budget	Projected Outturn	Projected Outturn Variance	Director's Explanation of Variance
	£'000	£'000	£'000	
Income				
Dwelling Rents	(1,080)	(998)	82	Reflects the higher level of voids as reported in the HRA Business and Asset Management Plan
Charges for services and facilities	(2)	(2)	0	
Other Income	(12)	(80)	(68)	Includes one-off additional income from PV solar panels relating to backdated claims.
Income sub total	(1,094)	(1,080)	14	
Expenditure				
Repairs and maintenance	101	160	59	Higher repairs and inspection costs mainly owing to high level of voids
Supervision and management	245	260	15	
Rents, rates, taxes and other charges	15	30	15	Council tax payable on empty properties under refurbishment and voids.
Increase in provision for bad or doubtful debts	30	40	10	The increase is owing to increased rent arrears resulting from the roll out of Universal Credit.
Depreciation of fixed assets (Major Repairs Allowance)	258	265	7	
Debt Management	10	10	0	
Expenditure sub total	659	765	106	
Net cost of services	(435)	(315)	120	
Interest payable	355	330	(25)	Lower borrowing costs relating to the reprofiling of the Empty Properties scheme.
HRA investment income	(6)	(15)	(9)	
HRA Operating (Surplus) / Deficit for the year	(86)	0	86	
Movement on the HRA Reserve				
HRA Reserve Opening Balance	(530)	(538)	(8)	The opening balance reflects the additional surplus generated in 2016/17 after the budget was set.
(Surplus)/Deficit for the year	(86)	0	86	
HRA Reserve Closing Balance	(616)	(538)	78	

CAPITAL MONITORING REPORT PERIOD ENDING 31st DECEMBER 2017

Project Code	Scheme Title	BUDGET		EXPENDITURE IN CURRENT YEAR					Type of Financing	2017/18 COMMENTS
		A	B	C	D	E	F	G		
		2017/18 and Future Years Budget £'000	2017/18 Budget £'000	2017/18 Actual 31/12/2017 £'000	2017/18 Expenditure Remaining £'000	Expenditure Rephased into 2018/19 £'000	(C+D+E) 2017/18 Total Expenditure £'000	(F-B) 2017/18 Variance from Budget £'000		
Adult Committee										
7234	Chronically Sick and Disabled Persons Adaptations	297	297	6	291	0	297	0	MIX	
8108	Centre for Independent Living - New Build	213	213	9	204	0	213	0	MIX	Actual spend relates to landscaping work.
	Adult Committee Sub Total	510	510	15	495	0	510	0		
Children's Committee										
8072 & 8218	Children's Centre's Capital	44	44	1	43	0	44	0	MIX	
8587	Brougham Primary School - Air Handling Unit Replacement	36	36	0	36	0	36	0	GRANT	
7388	Clavering Primary - Electrical Rewire	135	135	86	49	0	135	0	GRANT	
7387	Clavering Primary - KS2 Remodelling and Hall Expansion	324	324	105	219	0	324	0	GRANT	
8907	Clavering Primary - Roof Replacement	32	32	23	9	0	32	0	GRANT	Scheme Complete - Awaiting Final Account
7384	Devolved Schools Capital	354	354	65	289	0	354	0	GRANT	
7425	Eldon Grove Primary School - Increase Fence Line	26	26	25	1	0	26	0	RCCO	Scheme Complete - Awaiting Final Account
8948	Eldon Grove Primary School - Dining Room Extension	231	231	146	85	0	231	0	RCCO	
7391	Fens Primary School - Heating Distribution (Phase 3 of 3)	70	70	44	26	0	70	0	GRANT	Scheme Complete - Awaiting Final Account
7390	Fens Primary School - Resurfacing	32	32	32	0	0	32	0	GRANT	Scheme Complete - Underspend of £3k returned to unallocated
7399	Fens Primary School - Schools led Premises Work	6	6	6	0	0	6	0	RCCO	
8947	Fens Primary School - Heating Distribution (Phase 2 of 3)	1	1	1	0	0	1	0	GRANT	Scheme Complete - Underspend of £8k returned to unallocated
7393	Golden Flatts Primary School - Electrical Rewire	95	95	93	2	0	95	0	GRANT	Scheme Complete - Awaiting Final Account
8947	Golden Flatts Primary School - Heating Distribution	6	6	6	0	0	6	0	GRANT	Scheme Complete.
8907	Golden Flatts Primary School - Roofing Replacement	40	40	30	10	0	40	0	GRANT	Scheme Complete - Awaiting Final Account
8906	Grange Primary School - Window Replacement	25	25	2	23	0	25	0	GRANT	
8907	Grange Primary School Roofing Replacement	60	60	42	18	0	60	0	GRANT	Scheme Complete - Awaiting Final Account
8457	Grange Primary School - Boiler Renewal	77	77	77	0	0	77	0	GRANT	Overspend of £9k taken from unallocated
7394	Hart Primary School - SEND Adaptations	25	25	8	17	0	25	0	MIX	
7395	High Tunstall School - Demolish Two Mobile Units	28	28	9	19	0	28	0	GRANT	
7396	High Tunstall School - Roofing - Block D	300	300	126	174	0	300	0	MIX	
7392	High Tunstall School - Toilet Refurbishment - Block D	15	15	0	0	15	15	0	MIX	Scheme on hold pending the new build specification.
8906	High Tunstall School - Window Replacement - Block D	140	140	0	0	140	140	0	RCCO	Scheme on hold pending the new build specification.
8457	Lynnfield School - Boiler Renewal	63	63	35	28	0	63	0	MIX	Scheme Complete - Awaiting Final Account
7392	Lynnfield School - Toilet Refurbishment	60	60	5	0	55	60	0	GRANT	Scheme on Hold
8907	Lynnfield School - Roof Replacement	90	90	0	90	0	90	0	GRANT	
7586	Purchase of Computer Equipment - City Learning Centre	4	4	0	4	0	4	0	RCCO	
8604	Pupil Referral Unit - Replacement Doorsets with Security Doors	4	4	4	0	0	4	0	GRANT	Scheme Complete.
8947	Rift House Primary School - Heating Distribution (1 of 2)	55	55	35	20	0	55	0	GRANT	
8907	Rift House Primary School - Roofing Replacement	58	58	3	55	0	58	0	GRANT	Scheme Complete - Awaiting Final Account
8891	Rift House Primary School - Classroom Extension	578	578	416	162	0	578	0	MIX	

CAPITAL MONITORING REPORT PERIOD ENDING 31st DECEMBER 2017

Project Code	Scheme Title	BUDGET		EXPENDITURE IN CURRENT YEAR					Type of Financing	2017/18 COMMENTS
		A 2017/18 and Future Years Budget £'000	B 2017/18 Budget £'000	C 2017/18 Actual 31/12/2017 £'000	D 2017/18 Expenditure Remaining £'000	E Expenditure Rephased into 2018/19 £'000	F (C+D+E) 2017/18 Total Expenditure £'000	G (F-B) 2017/18 Variance from Budget £'000		
8906	Rift House Childrens Centre - Window Replacement	32	32	0	0	32	32	0	GRANT	Scheme on Hold
7177	Rift House - Fire Damage	81	81	81	0	0	81	0	MIX	Insurance
	Rift House - Language Lab	35	35	0	35	0	35	0	RCCO	
7392	Rossmere Primary School - Toilet Refurbishment	6	6	0	6	0	6	0	GRANT	
8692	Rossmere Primary School - Forest School	3	3	3	0	0	3	0	GRANT	Scheme Complete
8906	Rossmere Primary School - Window Replacement	25	25	1	24	0	25	0	GRANT	
7421	School Travel Plans	2	2	0	2	0	2	0	GRANT	
8138	Schools General - BSF - ICT	53	53	1	52	0	53	0	GRANT	
9004	Schools General - Contingency	61	61	0	61	0	61	0	GRANT	
9004	Schools General - Funding Currently Unallocated	150	150	0	150	0	150	0	MIX	
9004	Schools General - RCCO Earmarked for Asbestos Surveys	1	1	1	0	0	1	0	RCCO	
9004	Schools General - Suitability RCCO Unallocated	702	702	0	0	702	702	0	RCCO	To be reallocated 18-19
9004	Schools General - Basic Need	1,675	1,675	0	0	1,675	1,675	0	GRANT	Priority School Building Programme Funding
8788	Schools General - Universal Free School Meals	43	43	0	43	0	43	0	GRANT	
7397	Springwell Primary School - Mechanical Air Handling Units	19	19	4	15	0	19	0	GRANT	
8590	Springwell Primary School - Electrical Distribution System	36	36	36	0	0	36	0	GRANT	Overspend of £4k taken from unallocated
7419	Springwell Primary School - Conservatory Conversion	36	36	6	30	0	36	0	RCCO	
7422	St Cuthbert's Primary School - Mobile Unit Toilet Extension	88	88	0	88	0	88	0	RCCO	
7392	St Helen's Primary School - Toilet Refurbishment (KS2)	55	55	36	19	0	55	0	GRANT	
8947	St Helen's Primary School - Heating Distribution	3	3	3	0	0	3	0	GRANT	
	St Helen's Primary School - Language Lab	35	35	0	35	0	35	0	RCCO	
7423	Sacred Heart Primary School - Car Parking Extension	12	12	0	12	0	12	0	RCCO	
7420	Stranton Primary School - Access Road and Pathways	10	10	0	10	0	10	0	RCCO	
7423	Stranton Primary School - Car Parking Extension	116	116	115	1	0	116	0	RCCO	Scheme Complete - Awaiting Final Account
8907	Throston Primary School - Roofing (Phase 1 of 2)	75	75	55	20	0	75	0	GRANT	Scheme Complete - Awaiting Final Account
TBC	Throston Primary School - Convector Fan Renewal	10	10	4	6	0	10	0	GRANT	
	Throston Primary School - Water Heater	8	8	0	8	0	8	0	GRANT	
7521	Two year old Free Nursery Entitlement Capacity Building	23	23	0	23	0	23	0	GRANT	
7385	Ward Jackson Primary School - Disabled Access to Classroom	3	3	3	0	0	3	0	RCCO	Scheme Complete - Awaiting Final Account
8950	West Park Primary School - Rectify Sound Issues to Extension	6	6	0	6	0	6	0	RCCO	
7386	West Park - Early Years Extension	187	187	48	139	0	187	0	GRANT	
8653	West View Primary School - Early Years Foundation Stage Improvements	148	148	45	103	0	148	0	RCCO	
Children's Committee Sub Total		6,753	6,753	1,867	2,267	2,619	6,753	0		
Child & Adult Services Total		7,263	7,263	1,882	2,762	2,619	7,263	0		

CAPITAL MONITORING REPORT PERIOD ENDING 31st DECEMBER 2017

Project Code	Scheme Title	BUDGET		EXPENDITURE IN CURRENT YEAR					Type of Financing	2017/18 COMMENTS
		A	B	C	D	E	F	G		
		2017/18 and Future Years Budget £'000	2017/18 Budget £'000	2017/18 Actual 31/12/2017 £'000	2017/18 Expenditure Remaining £'000	Expenditure Rephased into 2018/19 £'000	(C+D+E) 2017/18 Total Expenditure £'000	(F-B) 2017/18 Variance from Budget £'000		

Key

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

GRANT Grant Funded
CAP REC Capital Receipt
UDPB Unsupported Departmental Prudential Borrowing
SPB Supported Prudential Borrowing

CAPITAL MONITORING REPORT PERIOD ENDING 31st DECEMBER 2017

Project Code	A	BUDGET		EXPENDITURE IN CURRENT YEAR						2017/18 COMMENTS
	Scheme Title	A	B	C	D	E	F	G	H	
		2017/18 and Future Years Budget £'000	2017/18 Budget £'000	2017/18 Actual 31/12/2017 £'000	2017/18 Expenditure Remaining £'000	Expenditure Rephased into 2018/19 £'000	C+D+E 2017/18 Total Expenditure £'000	F-B 2017/18 Variance from budget £'000	Type of financing	
Finance & Policy Committee										
8710	Drug & Alcohol Recovery Centre	30	30	12	18	0	30	0	GRANT	Renovation work is underway
8946	Stepping Stones Grant	142	142	27	115	0	142	0	GRANT	To purchase a new building for use by 'Addaction'
8088	Community Hub - South	119	119	22	97	0	119	0	CORP	Renovation work is underway.
8088	Community Hub - Central	68	68	51	17	0	68	0	CORP	Renovation work is underway.
8098	Community Hub - North	80	80	63	17	0	80	0	CORP	Renovation work is underway.
	Finance & Policy Committee Sub Total	439	439	175	264	0	439	0		
Regeneration Committee										
8103	Swimming Scheme	35	0	0	0	0	0	0	RCCO	Amounts set aside for maintenance and equipment purchase. A transfer of £10k has been made from this budget as described below. No further expenditure is expected in the current year.
8172	Brierton Dance Studio Equipment	10	10	0	10	0	10	0	RCCO	A budget transfer virement of £10k has been approved by the Director using delegated powers under the Budget & Policy Framework to fund equipment and works required to protect service delivery following a Health & Safety risk assessment.
7992	Junior Football Pitches	26	0	0	0	0	0	0	RCCO	Earmarked to be used as match funding on a Sports England scheme if the bid is successful.
8408	Mill House - Equipment Purchase	5	5	2	3	0	5	0	RCCO	Used to fund Equipment replacement when required.
8689	Brierton Sports Fields	37	37	25	12	0	37	0	MIX	The scheme has been completed under budget with less drainage work required than anticipated. The saving was used to reduce the capital receipts target as reported at quarter 2.
8016	Summerhill Multi User Route	2	2	0	2	0	2	0	GRANT	Funded from Section 106
8409	Sport & Youth Improvements	12	12	12	0	0	12	0	MIX	To be used as match funding in future grant bid for work required at Carlton
8964	Brierton Sports Hall Techno Gym	1	0	0	0	0	0	0	GRANT	Used to fund equipment purchase/replacement when required.
8896	Brierton Tennis Courts	30	0	0	0	0	0	0	CAP REC	Awaiting finalisation of the Sports facilities strategy for Brierton.
	Regeneration Committee Sub Total	158	66	39	27	0	66	0		
	Public Health Services Total	597	505	214	291	0	505	0		

Key

RCCO Revenue Contribution towards Capital
MIX Combination of Funding Types
UCPB Unsupported Corporate Prudential Borrowing

GRANT
CAP REC
UDPB

Grant Funded
Capital Receipt
Unsupported Departmental Prudential Borrowing

CAPITAL MONITORING REPORT PERIOD ENDING 31st DECEMBER 2017

Project Code	Scheme Title	BUDGET			EXPENDITURE IN CURRENT YEAR				Type of Financing	2017/18 COMMENTS	
		A	B		C	D	E	F			G
		2017/18 and Future Years Budget £'000	2017/18 Budget £'000		2017/18 Actual as at 31/12/17 £'000	2017/18 Expenditure Remaining £'000	Expenditure Rephased into 2018/19 £'000	(C+D+E) 2017/18 Total Expenditure £'000			(F-B) 2017/18 Variance from Budget £'000
Finance & Policy Committee											
8306	School Catering Equipment	353	100		15	5	80	100	0	RCCO	Amounts set aside from the revenue budget to meet the capital cost of kitchen equipment replacement.
8793	Brierton Site Development	17	17		0	17	0	17	0	CAP REC	Scheme complete with an underspend of £3k due to lower landscaping costs used to reduce the capital receipts target as reported at Quarter 2.
	Finance & Policy Committee Sub Total	370	117		15	22	80	117	0		
Regeneration Committee											
7218	Housing - Disabled Facility Grants	1,269	1,269		620	399	250	1,269	0	MIX	Includes an estimate of the amount to be rephased following the reprofiling of this budget.
7220	Housing - Private Sector Grants	57	57		20	7	30	57	0	GRANT	Although the recurring funding for this budget ended in 2010/11, the remaining balance has been used for 'home plus' grants for essential repairs/works to enable vulnerable owner occupiers to remain in their homes. Additional refunds received in year have increased the available budget resulting in rephased funding to be used next year.
8106	Housing - Former RTBs	121	0		0	0	0	0	0	GRANT	Relates to former RTBs received in 2016/17. The HRA Business and Asset Management Plan report as approved by F&P Committee on 30th October 2017. This will be used to fund additional houses in future years.
8155	Housing - Preventing Repossession	12	12		12	0	0	12	0	GRANT	Demand led budget. Expected to be spent this year.
8795	Housing - Empty Home Phase 2	2,220	1,385		403	545	437	1,385	0	MIX	The HRA Business and Asset Management Plan report to F&P on 30th October highlighted pressures on the HRA and the need for more sustainable properties. The original profile of 24 units has been reprofiled following consultation with the HCA. Approval has been given to increase the amount of grant per unit from £18.5k to £37k for 8 empty properties and from £18.5k for 5 new build properties. Of these 5 are expected to be deferred until 1819. In addition, additional funding is being sought for the other 9 units being deferred until 1819.
8605	Housing - North Central Hartlepool Housing Regeneration	559	559		0	339	220	559	0	CAP REC	The final residual costs and outstanding liabilities are now confirmed resulting in a saving that can be used to reduce the Council's capital receipts target. The remaining staged payments to Place First are expected to run into next financial year.
7530	Developers Contributions (Section 106)	850	0		0	0	0	0	0	GRANT	Relates to amounts received and earmarked for purposes specified in developer agreements, but not yet transferred to a budget. Details are set out in Appendix L.
8956	ISQ - Church Square	1,349	1,156		33	1,123	0	1,156	0	GRANT	Contractors have been appointed and works are being scheduled.
8901	ISQ - Workspace	3,517	2,321		226	2,095	0	2,321	0	GRANT	Includes National Productivity Investment Fund (NPIF) grant of £300k which is being held as a contingency but may be required to fund works on the overall ISQ programme. Works are now underwav.

CAPITAL MONITORING REPORT PERIOD ENDING 31st DECEMBER 2017

Project Code	Scheme Title	BUDGET		EXPENDITURE IN CURRENT YEAR					Type of Financing	2017/18 COMMENTS
		A 2017/18 and Future Years Budget £'000	B 2017/18 Budget £'000	C 2017/18 Actual as at 31/12/17 £'000	D 2017/18 Expenditure Remaining £'000	E Expenditure Rephased into 2018/19 £'000	F (C+D+E) 2017/18 Total Expenditure £'000	G (F-B) 2017/18 Variance from Budget £'000		
7043	ISQ Church Street Public Realm	2,095	1,796	146	1,650	0	1,796	(0)	MIX	Scheme progressing. Contractor appointed 30th October, 2017.
7048	ISQ Stockton Street Connectivity	1,212	122	19	103	0	122	0	MIX	Scheme planned for 2018/19
new	ISQ - Broadband	30	0	0	0	0	0	0	GRANT	Future year scheme.
new	ISQ - Church Street Building Grants (HLF)	653	0	0	0	0	0	0	GRANT	Relates to the Capital part of the £1.136m scheme recently approved by the HLF
7238	Museums Exhibition Equipment	14	14	1	13	0	14	0	GRANT	Anticipated spend to budget.
7531	Adult Education - Office Accommodation	20	20	0	0	0	0	(20)	CORP RES	Budget no longer required. It is proposed that this is transferred to the Councils Capital Fund as detailed in the Capital Programme 2018/19 report to this meeting.
8429	Adult Education - Replace IT	6	6	0	0	6	6	0	GRANT	It is anticipated that a new MIS system compatible with SFA-Skills Funding Agency , will be purchased by February 2018 with implementation by June 2018.
Regeneration Committee Sub Total		13,985	8,717	1,480	6,274	943	8,697	(20)		
7272	Wheelie Bin Purchases	90	90	57	33	0	90	0	RCCO	The annual budget for new wheelie bins.
7239	Belly Bins	90	90	90	0	0	90	0	RCCO	Pilot funded from the Street Cleansing revenue budget.
7466	DSO Vehicle Purchases	1,413	1,413	39	450	924	1,413	0	UDPB	Replacement of vehicles has been kept to a minimum while services are reviewed.
7878	Community Safety CCTV Upgrade/Relocation	416	416	304	112	0	416	0	MIX	All works expected to be completed within budget in the current year.
CR	Crematorium Chapel refurbishment	320	33	5	28	0	33	0	RCCO	Essential works are required to the chapel.
Allot	Allotments Improvements	203	0	0	0	0	0	0	UDPB	The Neighbourhoods Committee at its meeting on 27th July 2016 approved for £100k to be re-phased to fund relocation costs as a result of the future expansion of Stranton Cemetery. The relocation of tenants continues and is anticipated to be completed by March 2018. A second phase of the Allotments review is underway and is expected to report in February 2018 on a proposed programme of works.
LTP	Local Transport Plan (LTP) Schemes	2,690	2,690	1,576	942	172	2,690	0	GRANT	Consist of various Highways & Traffic schemes. Any rephased funding reflects the need to carry forward funding as a result of unforeseen delays/design /consultation. It is envisaged that the Structural Highways Maintenance (SHM) element will be fully spent.
PLAY	Parks & Playgrounds	108	64	13	51	0	64	0	GRANT	This budget is for major works to ensure the safety of parks and playgrounds.
8897	Burn Road Recycling Centre Improvements	332	332	332	0	0	332	0	MIX	Includes an revenue contribution of £15,000 from the Waste Management revenue budget as detailed at Quarter 2.
7006	Seaton Carew Off Street Car Parks	13	13	0	0	0	0	(13)	RCCO	The underspend is owing to lower than anticipated road marking costs. The proposed use of the remaining budget is detailed in the Capital Programme 2018/19 report to this meeting.
7179	Marina Way Land Adoption	8	8	8	0	0	8	0	RCCO	Funded by an RCCO from Section 38
7243	Seaton Carew Car Parking Pay & Display Scheme	96	96	96	0	0	96	0	UDPB	As reported to Neighbourhoods Committee on 4th December, 2017, the budget includes match funding of £46,000 from LTP to fund additional works required as a result of public consultations.

CAPITAL MONITORING REPORT PERIOD ENDING 31st DECEMBER 2017

Project Code	Scheme Title	BUDGET		EXPENDITURE IN CURRENT YEAR					Type of Financing	2017/18 COMMENTS
		A 2017/18 and Future Years Budget £'000	B 2017/18 Budget £'000	C 2017/18 Actual as at 31/12/17 £'000	D 2017/18 Expenditure Remaining £'000	E Expenditure Rephased into 2018/19 £'000	F (C+D+E) 2017/18 Total Expenditure £'000	G (F-B) 2017/18 Variance from Budget £'000		
7504	Seaton - Coastal Communities Fund Scheme	1,123	1,123	208	915	0	1,123	0	GRANT	Scheme progressing.
7900	Environment Agency - Hartlepool Marina - North Pier Study	30	30	30	0	0	30	0	GRANT	Ongoing study anticipate spend to budget
7903	Environment Agency - Hartlepool Drainage Scheme Study	60	60	5	55	0	60	0	GRANT	Ongoing study anticipate spend to budget
8954	Local Growth Fund - A689 Cycleway Phase 1	90	90	90	0	0	90	0	GRANT	Grant funded by TVCA/LTP
8955	Local Growth Fund - Access to Oaksway	93	93	93	0	0	93	0	GRANT	Grant funded by TVCA/LTP
8957	Stranton Allotment Relocation	36	36	36	0	0	36	0	UDPB	Works completed.
8958	Elwick By-Pass Growing Places	597	597	120	0	477	597	0	UDPB	The land purchase will not be completed in the current year owing to delays arising from negotiation. The budget has been rephased subject to approval from TVCA which is expected to be given.
8965	TVCA Brenda Road Cycleways TV4	20	20	12	8	0	20	0	GRANT	Grant funded by Tees Valley Combined Authority.
8591	Coast Protection - Headland Town & Block Sands	2,443	1,246	967	279	0	1,246	0	MIX	Ongoing 5 year scheme to upgrade key coastal structures on the Headland Walls and Block Sands as per Council report 21st July 2014. At this stage anticipated spend to budget, completing in 18/19.
8444	Coast Protection - Town Wall Strengthening	46	46	0	0	0	0	(46)	GRANT	Scheme completed under budget. A request has been made to the Environment Agency to transfer the remaining grant to the Headland scheme to reduce the HBC borrowing requirement.
8578	Coast Protection - South Management Unit Study	29	29	1	0	28	29	0	GRANT	Study covering North Gare breakwater rephased to 18/19
Neighbourhoods Committee Sub Total		10,346	8,615	4,082	2,873	1,601	8,556	(59)		
Regeneration & Neighbourhoods Total		24,701	17,449	5,577	9,169	2,624	17,370	(79)		

Key

RCCO Revenue Contribution towards Capital
MIX Combination of Funding Types
UCPB Unsupported Corporate Prudential Borrowing

GRANT Grant Funded
CAP REC Capital Receipt
UDPB Unsupported Departmental Prudential Borrowing

CHIEF EXECUTIVES

CAPITAL MONITORING REPORT PERIOD ENDING 31st DECEMBER 2017

Project Code	Scheme Title	BUDGET		EXPENDITURE IN CURRENT YEAR					Type of Financing
		A	B	C	D	E	F	G	
		2017/18 and Future Years Budget £'000	2017/18 Budget £'000	2017/18 Actual as at 31/12/17 £'000	2017/18 Expenditure Remaining £'000	Expenditure Rephased into 2018/19 £'000	(C+D+E) 2017/18 Total Expenditure £'000	(F-B) 2017/18 Variance from Budget £'000	
Finance & Policy Committee									
	MTFS Investment Fund (Church Street)	287	287	0	287	0	287	0	Grant
7260	City Challenge Clawback	9	9	0	9	0	9	0	RCCO
7623	Corporate IT Projects	12	12	0	0	12	12	0	MIX
7427	Voicemail Service	12	12	12	0	0	12	0	MIX
8826	Civic Centre Remodel Reception Area	11	11	8	3	0	11	0	MIX
8972	Print Room High Volume Colour Printer	37	37	37	0	0	37	0	UCPB
	Point to Point Encryption	20	20	0	0	20	20	0	MIX
	Corporate Projects	89	89	0	0	89	89	0	MIX
Chief Executives Total		477	477	57	299	121	477	0	

Key

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

GRANT
CAP REC
UDPB
SPB

Grant Funded
Capital Receipt
Unsupported Departmental Prudential Borrowing
Supported Prudential Borrowing

APPENDIX J

[illegible]

CAPITAL MONITORING REPORT PERIOD ENDING 31st DECEMBER 2017

Project Code	Scheme Title	BUDGET		EXPENDITURE IN CURRENT YEAR					Type of Financing	2017/18 COMMENTS
		A	B	C	D	E	F	G		
		2017/18 and Future Years Budget £'000	2017/18 Budget £'000	2017/18 Actual as at 31/12/17 £'000	2017/18 Expenditure Remaining £'000	Expenditure Rephased into 2018/19 £'000	(C+D+E) 2017/18 Total Expenditure £'000	(F-B) 2017/18 Variance from Budget £'000		
Finance & Policy Committee										
7036	Unallocated Council Capital Fund (CCF)	123	123	0	0	123	123	0	UCPB	See Capital Programme 2018/19 report on the agenda.
7036	Council Priorities	135	135	0	0	135	135	0	UCPB	See Capital Programme 2018/19 report on the agenda.
7036	Unallocated Building Condition Fund	448	448	0	0	448	448	0	CORP	See Capital Programme 2018/19 report on the agenda.
8142	Kitchen Works	103	103	0	0	0	0	(103)	RCCO	See Capital Programme 2018/19 report on the agenda.
7036	Corporate Risk Strategy	393	393	0	0	393	393	0	UCPB	Earmarked to fund capital receipt risks in relation to the Jacksons Landing project.
7072	Seaton DDA Toilet	37	37	0	0	37	37	0	RCCO	Scheme on hold
7039	Hartlepool Art Gallery Accessibility Works	19	19	13	0	6	19	0	CORP	Scheme complete.
7041	Corporate Planned Maintenance Unallocated	43	43	0	0	43	43	0	MIX	Funding to be allocated to schemes.
7503	CETL - Boiler Renewal	90	90	1	89	0	90	0	MIX	Scheme ongoing.
7087	Mill House Sports Hall Floor	13	13	0	13	0	13	0	RCCO	Scheme ongoing.
7098	8/9 Church Street Emergency Exits	7	7	1	6	0	7	0	CAP REC	Scheme ongoing.
7099	Mill House - Dryside Changing Rooms	19	19	0	0	0	0	(19)	CAP REC	See Capital Programme 2018/19 report on the agenda.
7100	Mill House Gas Pipe Renewal	5	5	1	0	0	1	(4)	CAP REC	See Capital Programme 2018/19 report on the agenda.
7101	Aueurin Bevan House Accessibility Works	18	18	16	0	2	18	0	CORP	Scheme complete.
7101	Newburn Bridge - Pitched Roof Corrosion	33	33	3	0	0	3	(30)	CAP REC	See Capital Programme 2018/19 report on the agenda.
7102	Newburn Bridge - Boundary Wall	2	2	0	0	0	0	(2)	CAP REC	See Capital Programme 2018/19 report on the agenda.
7103	Newburn Bridge - Corroded Steel Lintels	25	25	1	0	0	1	(24)	CAP REC	See Capital Programme 2018/19 report on the agenda.
7178	Mill House Pool Filter	23	23	0	0	0	0	(23)	RCCO	See Capital Programme 2018/19 report on the agenda.
7200	Civic Centre Refurbishment	79	79	5	0	74	79	0	MIX	Survey work complete. Progressing to design stage.
7472	Victory Square Improvements	13	13	1	12	0	13	0	CAP REC	Scheme ongoing
7589	Centre for Excellence Training and Learning Replace Heating Controls	45	45	25	20	0	45	0	CORP	Scheme ongoing
7617	Borough Hall Lighting and Wiring	40	40	0	10	30	40	0	CORP	Scheme ongoing
7629	Mill House - Replacement Pool Covers	20	20	0	0	20	20	0	CORP	Scheme not yet started.
7634	Borough Hall - External Redecoration	4	4	4	0	0	4	0	RCCO	Scheme complete.
7889	Sir William Gray Roof Repair	30	30	26	4	0	30	0	RCCO	Scheme complete.
7911	Sir William Gray CCTV	6	6	6	0	0	6	0	RCCO	Scheme complete.
7994	Mill House Electrical Distribution Board Replacement	25	25	18	7	0	25	0	CORP	Scheme ongoing
8051	Civic Centre Roof	54	54	42	12	0	54	0	CAP REC	Scheme ongoing
8055	Hartlepool Enterprise Centre Window Replacement	35	35	5	20	10	35	0	CAP REC	Scheme ongoing
8776	Town Hall Theatre Replace Stage Lighting Controls	50	50	34	16	0	50	0	RCCO	Scheme complete.
8798	Mill House Replace Chemical Dosing System	2	2	1	1	0	2	0	RCCO	Scheme ongoing
8866	Rossmere Youth Centre Roof Replacement	117	117	0	13	104	117	0	CORP	Scheme on hold.
8867	Borough Hall Structural Works	27	27	3	24	0	27	0	CORP	Scheme ongoing

CAPITAL MONITORING REPORT PERIOD ENDING 31st DECEMBER 2017

Project Code	Scheme Title	BUDGET		EXPENDITURE IN CURRENT YEAR					Type of Financing	2017/18 COMMENTS
		A	B	C	D	E	F	G		
		2017/18 and Future Years Budget £'000	2017/18 Budget £'000	2017/18 Actual as at 31/12/17 £'000	2017/18 Expenditure Remaining £'000	Expenditure Rephased into 2018/19 £'000	(C+D+E) 2017/18 Total Expenditure £'000	(F-B) 2017/18 Variance from Budget £'000		
8893	Town Hall Lighting and Distribution Board Replacement	18	18	3	15	0	18	0	CORP	Scheme ongoing.
8894	Aueurin Bevan House Roof Replacement	91	91	6	0	8	14	(77)	CORP	See Capital Programme 2018/19 report on the agenda.
8906	Rossmere Window Replacement	33	33	0	4	29	33	0		Scheme on hold.
8959	Civic Centre - Council Chamber Refurb	12	12	0	12	0	12	0	CORP	Scheme complete.
8961	Civic Centre External Doors	2	2	2	0	0	2	0	CAP REC	Scheme complete.
8967	Carlton Outdoor Centre Replace Hot Water System	13	13	0	5	8	13	0	CORP	Scheme ongoing.
8968	Borough Hall Dance Floor	8	8	0	8	0	8	0	RCCO	Scheme ongoing.
8970	Hartlepool Historic Quay Capital Works	321	321	26	50	245	321	0	CAP REC	Scheme ongoing.
9007	Indoor Bowls Centre Refurbishment	190	190	0	0	190	190	0	RCCO	Scheme on hold.
9024	Asbestos Re-Surveys	40	40	5	0	35	40	0	RCCO	Surveys complete. Final account to be agreed.
8068	CETL - Fire Alarm Renewal	55	55	0	55	0	55	0	CORP	Scheme ongoing.
8061	CETL - Replace Roof	58	58	0	48	10	58	0	CORP	Scheme ongoing.
7473	Victory Square War Memorial - Conservation Works	55	55	0	0	55	55	0	CORP	Scheme ongoing.
8973	Headland Sports Centre - Boiler Renewal	50	50	25	25	0	50	0	CORP	Scheme ongoing.
7503	Carnegie Building - Boiler Renewal	35	35	1	15	19	35	0	CORP	Scheme ongoing.
7505	Carnegie Building - Roof & Internal Works	16	16	0	16	0	16	0	CORP	Scheme ongoing.
7904	Sir William Gray House - Internal Refurb	16	16	0	16	0	16	0	CORP	Scheme ongoing.
	Corporate Total	3,096	3,096	274	516	2,024	2,814	(282)		

Key

RCCO

MIX

Revenue Contribution towards Capital
Combination of Funding TypesCAP REC
UCPBCapital Receipt
Unsupported Departmental Prudential Borrowing

CORP

Corporate Resources

SECTION 106 DEVELOPERS CONTRIBUTIONS as at 31ST DECEMBER, 2017

	Cycleway	Bus Stop	Green Infrastructure	Housing **	Maintenance	Play	Off Site Recreational ***	Public Art	Security Monitoring	Sports	Ecological Mitigation	Traffic Calming	Education	Restoration - Security Bond ****	Total
	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000
Balance as at 1st April, 2017	10.0	15.0	76.0	288.0	35.0	101.0	61.0	15.0	10.0	53.0	46.0	30.0	7.0	100.0	847.0
<u>Received in Year 17/18 (B)</u>															
Meadowcroft - Summerhill			3.5			3.5				3.5					10.5
Crawford - Land of Chelford Close			1.5			1.5				1.5			11.6		16.1
Total Income	0.0	0.0	5.0	0.0	0.0	5.0	0.0	0.0	0.0	5.0	0.0	0.0	11.6	0.0	26.6
<u>Transferred to Schemes in 2017/18 (C)</u>															
Lynfield Playground						2.5									2.5
Brougham Playground						1.2									1.2
Burbank Playground			4.0			1.0									5.0
Sovereign Park Pedestrian Crossing												15.0			15.0
Total Expenditure	0.0	0.0	4.0	0.0	0.0	4.7	0.0	0.0	0.0	0.0	0.0	15.0	0.0	0.0	23.7
Balance Remaining (A+B-C) 30th September, 2017 *	10.0	15.0	77.0	288.0	35.0	101.3	61.0	15.0	10.0	58.0	46.0	15.0	18.6	100.0	849.9

*Balances relate to amounts received and earmarked for purposes specified in developer agreements, but not yet transferred to a budget/scheme.

** The Housing balance includes £240,000 received in relation to Wynyard which has been earmarked for future Housing development as set out in the HRA Business and Asset Management Plan reported to Finance &

*** To be used in vicinity of the Britmag site including but not limited to Central park

**** Held as security in case of any remedial action required during the operational life of the Wind Turbine.

FINANCE AND POLICY COMMITTEE

12 February 2018



Report of: Director of Finance & Policy

Subject: CORPORATE PROCUREMENT QUARTERLY
REPORT ON CONTRACTS

1. TYPE OF DECISION/APPLICABLE CATEGORY

1.1 For information only.

2. PURPOSE OF REPORT

- 2.1 To satisfy the requirements of the Council's Contract Procedure Rules with regard to the Finance & Policy Committee:
- Receiving and examining quarterly reports on the outcome of contract letting procedures including those where the lowest/highest price is not payable/receivable.
 - Receiving and examining reports on any exemptions granted in respect of the Council's Contract Procedure Rules.

3. BACKGROUND

- 3.1 The Council's Contract Procedure Rules require that the following information be presented to the Finance & Policy Committee on a quarterly basis:

Section of Contract Procedure Rules		Information to be reported
Introduction	Para 8 iii & Para 8 vi	Outcome of contract letting procedures
Part G	Para 12 v	

Introduction Part B	Para 8 iii Para 3 v	Basis of award decision if not lowest/highest price payable/receivable
Introduction	Para 8 vi	Contract Name & Reference Number
Part G	Para 12 v	
Introduction	Para 8 vi	Description of Goods/Services being procured
Part G	Para 12 v	
Introduction	Para 8 vi	Department/Service area procuring the goods/services
Part G	Para 12 v	
Introduction	Para 8 vi	Prices (separate to Bidders details to preserve commercial confidentiality)
Part G	Para 12 v	
Part G	Para 12 v	Details of Bidders

- 3.2 In addition to tender related information, details of exemptions granted to the Contract Procedure Rules are also reportable quarterly.

4. INFORMATION FOR REVIEW

4.1 Tender information

The table at **Appendix A** details the required information for each procurement tender awarded since the last quarterly report.

- 4.2 The Committee may within the Contract Procedure Rules request further information or seek further monitoring reports on selected contracts.

- 4.3 In addition the Audit and Governance Committee may request a contract to be monitored under their specific responsibilities relating to the scrutiny of contracts.

4.4 Exemption information

Appendix B provides details of the required information in relation to Contract Procedure Rules exemptions granted since the last Corporate Procurement Quarterly Report on Contracts.

- 4.5 The table at confidential **Appendix C** includes the commercial information in respect of the tenders received and any confidential information relating to Contract Procedure Rule exemptions or contract extensions.

This item contains exempt information under Schedule 12A Local Government Act 1972 (as amended by the Local Government (Access to Information) (Variation) Order 2006) namely, Appendix C.

5. RISK IMPLICATIONS

- 5.1 This report is for information only. There are no risk implications attached to this report.

6. FINANCIAL CONSIDERATIONS

- 6.1 This report is for information only. There are no financial considerations attached to this report.

7. LEGAL CONSIDERATIONS

- 7.1 This report is for information only. There are no legal considerations attached to this report.

8. CONSULTATION

- 8.1 No consultation required. Report for information only.

9. CHILD AND FAMILY POVERTY

- 9.1 This report is for information only. There are no child and family poverty implications attached to this report.

10. EQUALITY AND DIVERSITY CONSIDERATIONS

- 10.1 This report is for information only. There are no equality and diversity considerations attached to this report.

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

- 11.1 This report is for information only. There are no Section 17 considerations attached to this report.

12. STAFF CONSIDERATIONS

- 12.1 This report is for information only. There are no staff considerations attached to this report.

13. ASSET MANAGEMENT CONSIDERATIONS

- 13.1 This report is for information only. There are no asset management considerations attached to this report.

14. RECOMMENDATIONS

- 14.1 That the Committee note and comment on the contents of the report,

15. REASONS FOR RECOMMENDATIONS

- 15.1 The Committee is required to review the information supplied to ensure that monitoring in the award of contracts is carried out and evidenced.

16. BACKGROUND PAPERS

- 16.1 There are no background papers.

17. CONTACT OFFICER

- 17.1 Chris Little
Director of Finance and Policy
Civic Centre
Victoria Road
Hartlepool
TS24 8AY
Email chris.little@hartlepool.gov.uk
Tel: 01429 523003

Tender Information

Date of Contract Award	Contract Name and Reference Number	Description of Goods / Services being procured	Duration of Contract (optional extensions in brackets)	Department / Service area procuring the goods / services	Details of Bidders	Location of Bidder	Basis of award decision if not lowest/highest price payable / receivable	Outcome of contract letting procedures	Previous Provider / Location
12/09 /2017	822-2017 - Supported Accommodation and Floating Support Services for Young People aged 16-24 (3 Lots)	Hartlepool Borough Council is seeking providers for a range of supported accommodation and floating support services for young people aged 16-24 who are Hartlepool residents.	The Contract will commence on the 1 st October 2017.	Children & Adult Services Department – Commissioning Services				-	
		Lot 1 - Supported Housing and Crash Pads in Hartlepool for Children Looked After/ Care Leavers/ Homeless/ Unaccompanied Asylum Seekers. Including In reach and Outreach Support to Young People aged 16-24 Transitioning from the Service	Lot 1 will be for a period of 5 years with the potential for up to a further 5 year extension subject to Council funding and Providers performance.		Lot 1		Most economically advantageous tender	Lot 1	
					Sanctuary Housing trading as Sanctuary Supported Living	Worcester		Sanctuary Housing trading as Sanctuary Supported Living	Home Group, Wetherby
					Thirteen Care & Support Limited	Newcastle			Thirteen Care and Support Limited
		Lot 2 - Supported Housing for Young Parents Including In Reach and Outreach Support to those transitioning from Placement	Lot 2 will be for a period of 5 years with the potential for up to a further 5 year extension subject to Council funding and		Lot 2			Lot 2	
					Thirteen Care & Support Limited	Newcastle	Most economically advantageous	- Thirteen Care & Support Limited	Home Group, Wetherby

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			Providers performance.				tender		Thirteen Care and Support Limited
		Lot 3 - Floating Support Outreach	Lot 3 will be for 2 years with the potential for up to a further 8 x 12 month extensions subject to Council funding and Providers performance.		Lot 3			Lot 3	
					Sanctuary Housing trading as Sanctuary Supported Living	Worcester	Most economically advantageous tender	- Thirteen Care & Support Limited	Thirteen Care and Support Limited
					Thirteen Care & Support Limited	Newcastle			
21/09 /2017	851 -2017 - Managed Workspace-Refurbishment of Grade 2 Listed Building & New Build Extension	As part of Hartlepool's Innovation Skills Quarter Project, this contract is for the construction work involved in the refurbishment and extension of the Old Post Office on Whitby Street, a Grade 2 listed building.	These construction and refurbishment works have a completion date of April 2018.	Regeneration and Neighbourhoods Department	Gus Robinson Development Limited	Hartlepool	Most economically advantageous tender	Gus Robinson Limited	N/A
					Hartlepool Borough Council	Hartlepool			
					Interserve Construction Limited	Birmingham			
01/09 /2017	850-2017 - Church Street / Church Square Public Realm Works	The scheme is part of a regeneration plan for the Church Street/ Church Square area. The project is split into two distinctive areas – Church Street and Church Square. Hartlepool Borough Council is looking for one appropriately qualified and experienced organisation for both areas.	The Contract length will be 6 months. Suppliers will be required to confirm that they are in a position to make a start in late July 2017	Regeneration and Neighbourhoods Department	Esh Construction Limited	Durham	Most economically advantageous tender	Seymour Civil Engineering Limited, Hartlepool	N/A
					Eurovia Infrastructure Limited	Sussex			
					Hall Construction Limited	Durham			

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					Seymour Civil Engineering Limited	Hartlepool			
					The Casey Group Limited	Durham			
08/08 /2017	707 – 2017 - Care and Support Services within Extra Care Housing	Hartlepool Borough Council is looking to procure care and support service in 4 extra care housing schemes within Hartlepool. Extra care housing schemes are specialist housing provision designed to offer a safe environment for residents who are eligible for additional care needs. All properties are part of schemes that are managed by Thirteen Group.	The Contract will commence on the 1 st October 2017 for a period of 3 years subject to funding with the potential for up to a further 2 x 12 month extensions subject to performance and funding	Children & Adults Services – Adult Commissioning	Clece Care Limited	London	Most economically advantageous tender	Clece Care Limited, London	Comfort Call Limited, Middlesex
					Comfort Call Limited	Middlesex			
					The Human Support Group Limited	Manchester			
27/06 /2017	641-2017 - A179 Hart Bank Surface Dressing	A179 Hart Bank Surface Dressing	A179 Hart Bank Surface Dressing	Regeneration & Neighbourhoods Department	Keily Brothers Limited	Warwickshire	Most economically advantageous tender	Keily Brothers Limited, Warwickshire	N/A
21/08 /2017	897-2017 - High Tunstall College of FE – Roofing Science	The works consist of the installation of a waterproofing overlay system as shown on the drawings at High Tunstall College of Science. The Contractor is to provide all scaffolding and edge protection necessary for the Works.	It is anticipated that work will commence in the school holidays and will take approximately 12 weeks	Regeneration and Neighbourhoods Department	Barclay Roofing Limited	Stockton	Most economically advantageous tender	John Flowers Limited	N/A
					Bryan Crisp and Son Specialist Services Limited	Northumberland			
					Duffell Roofing Co. Limited	Durham			

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					Hodgson Sayers Limited	Durham			
					John Flowers Limited	Washington			
					Liveco Limited, T/A Vest Construction	Durham			
					M & J Group (Construction & Roofing) Limited	Bedford			
					Mitie Tilley Roofing Limited	Bristol			
					O'Connor Roofing Services	Hartlepool			
					Teams Roofing Limited	Washington			
					Tucker & Tunstall Limited	Leeds			
12/09 /2017	800 – 2017 - 7500Kg, 4 x 2 Chassis Cab – Tipper Body c/w Lorry Loader and Dropside Configuration	7500Kg, 4 x 2 Chassis Cab – Tipper Body c/w Lorry Loader and Dropside Configuration	Delivery November 2017	Regeneration & Neighbourhoods Department	Iveco Limited	Essex	Most economically advantageous tender	Iveco Limited, Essex	N/A
					DAF Trucks Limited	Oxfordshire			
22/12 /2017	907-2017 Concept Scheme Masterplan for Rationalisation	907-2017 Concept Scheme Masterplan for Rationalisation of Property Assets	Completion March 2018	Regeneration & Neighbourhoods Department	Adept Management	Coventry	Most economically advantageous	Sanderson Weatherall	N/A
					BDP	London			

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	of Property Assets				<table><tr><td>Curl la Tourelle Head</td><td>London</td></tr><tr><td>Cushman & Wakefield Debenham Tie Leung Ltd</td><td>Leeds</td></tr><tr><td>Gleeds</td><td>Newcastle</td></tr><tr><td>Lambert Smith Hampton</td><td>London</td></tr><tr><td>Napper Architects</td><td>Newcastle</td></tr><tr><td>plus 3 architecture limited</td><td>Newcastle</td></tr><tr><td>Sanderson Weatherall</td><td>Leeds</td></tr></table>	Curl la Tourelle Head	London	Cushman & Wakefield Debenham Tie Leung Ltd	Leeds	Gleeds	Newcastle	Lambert Smith Hampton	London	Napper Architects	Newcastle	plus 3 architecture limited	Newcastle	Sanderson Weatherall	Leeds	tender		
Curl la Tourelle Head	London																					
Cushman & Wakefield Debenham Tie Leung Ltd	Leeds																					
Gleeds	Newcastle																					
Lambert Smith Hampton	London																					
Napper Architects	Newcastle																					
plus 3 architecture limited	Newcastle																					
Sanderson Weatherall	Leeds																					

Procurements Exempted from Council Contract Procedure Rules

Exemption Information

Dept	Service Unit	Company Name	Company Based at	Estimated Expenditure	Duration	Description	Approval
R&N	Building Design & Construction	AMH Workspace Ltd	Washington	£6,282	One off Procurement	Glazing the Training Pod at the Central Library	Approved by Denise Ogden, John Morton and Peter Devlin on 14.09.2017
C&A	Educational Psychology	Dr Denise McCartan	Tyne & Wear	£8,800	01/09/2017 - 31/07/2018	Consultant to provide a project around Video Interaction Guidance (VIG)	Approved by Mark Patton, John Morton, Peter Devlin and Sally Robinson on 15.09.2017
R&N	Highways Traffic and Transport	Clarity Information Solutions	Sheffield	£93,000	10/10/17 – 31/03/18	IT Management System for NDORS Courses	Approved by Denise Ogden, John Morton and Peter Devlin on 21.09.2017
R&N	Economic Regeneration	CMA Moldform Limited	Birmingham	£15,900	04/10/17 – 31/03/18	Fabrication of the "Waves" Sculpture	Approved by Andrew Carter, Chris Little, Peter Devlin and Denise Ogden on 10.10.2017
R&N	Building Design & Construction	Noble Denton Marine Services	Newcastle	£13,200	6 months	Repair of the dam-board seal in the dock at the historic quay	Approved by Tony Hanson, Peter Devlin, Chris Little & Denise Ogden on 10.10.2017
C&A	Safeguarding, Assessment and Support	Non-Stop	London	£5,746	One off Procurement	Independent Reviewing Officer - Finders Fee	Approved by Danielle Swaiston, Chris Little and Sally Robinson and Peter Devlin on 7.12.2017
C&A	Safeguarding, Assessment and Support	Non-Stop	London	£5,317	One off Procurement	Social Worker - Finders Fee	Approved by Danielle Swaiston, Chris Little and Sally Robinson and Peter Devlin on 13.12.2017

FINANCE AND POLICY COMMITTEE

12 February 2018



Report of: Director of Adult & Community Based Services

Subject: HEALTHWATCH HARTLEPOOL

1. TYPE OF DECISION/APPLICABLE CATEGORY

For information.

2. PURPOSE OF REPORT

- 2.1 To update the Finance & Policy Committee regarding provision of the Healthwatch Hartlepool function and the associated contractual arrangements.

3. BACKGROUND

- 3.1 The Health and Social Care Act 2012 imposed a duty on upper tier and unitary local authorities to make contractual arrangements with Local Healthwatch organisations for the involvement of local people in the 'commissioning, provision and scrutiny of health and social services'. The intention was to strengthen the collective voice of service users and carers in improving health and social care services at national and local level. The Act placed a duty on local authorities to commission Local Healthwatch organisations to replace Local Involvement Networks (LINKs): continuing the work previously undertaken by LINKs, building on their achievements and taking on additional responsibilities. The Act further required that a Healthwatch organisation be a 'social enterprise' (a business that helps people or communities) with statutory responsibilities embedded in the local community.
- 3.2 Local authorities were free to choose how they commissioned local Healthwatch organisations to achieve best value for money for their communities and in March 2012 the Council's then Cabinet agreed the recommendation to commission a Healthwatch service through a competitive procurement process.
- 3.3 A service was commissioned, hosted by Hartlepool Voluntary Development Agency (HVDA), for a contracted term of 3 years from 1 April 2013 with two optional 12 month extensions, subject to satisfactory performance and necessary funding being

in place. There was a requirement in the service specification that Healthwatch should be established as a standalone organisation within the contract period.

- 3.4 By 31 March 2016 Healthwatch Hartlepool had become a standalone corporate body registered as a Charitable Incorporated Organisation (CIO) with the Charity Commission. The Board had been operating in shadow form, working with the Healthwatch Executive Committee to oversee the operational delivery of the work programme, for 11 months.
- 3.5 It is stated within The NHS Bodies and Local Authorities (Partnership Arrangements, Care Trusts, Public Health and Local Healthwatch) Regulations 2012 that the governance arrangements of the body operating as a 'Local Healthwatch organisation' must include provision for the involvement of lay persons and volunteers in the governance of that body. Healthwatch Hartlepool fully complies with this requirement and a large number of volunteers are actively engaged in delivering the Healthwatch function.
- 3.6 In accordance with the terms and conditions of the contract, and on registration of Healthwatch Hartlepool as a CIO, HVDA assigned all rights, title, interest and benefit in the contract to Healthwatch Hartlepool with effect from 1 April 2016. The first of the two twelve month extensions was exercised at this point, and a further twelve month extension was subsequently given from 1 April 2017 based on satisfactory contract performance.
- 3.7 Healthwatch Hartlepool has been fulfilling the terms of the contract since 1 April 2016. The current contract comes to an end on 31 March 2018 with no further extension options expressly provided for within the contract.

4. CURRENT POSITION

- 4.1 Healthwatch Hartlepool has been incorporated as a CIO since February 2016 after operating in shadow form for the prior 11 months. The creation of the CIO was a requirement within the original service specification and Healthwatch Hartlepool was incorporated solely to carry out the Healthwatch function in Hartlepool.
- 4.2 A review of arrangements in other Local Authorities in the region has identified that a number of LAs have moved from tendering to direct award arrangements, once organisations have been incorporated as CIOs.
- 4.3 Hartlepool Healthwatch is meeting the terms and conditions of the contract to a good level and is well respected by wider partners and providers.

5. FUTURE CONTRACTING ARRANGEMENT

- 5.1 The Council is able to provide funding to the existing CIO Healthwatch Hartlepool (established specifically to carry out the functions of Healthwatch) via a Grant in Aid funding mechanism. Local Authorities in some areas of the country have used this funding route from 2012 to allow Healthwatch organisations to become established

within the local community and gain the necessary standalone requirement. This ensures that the requirement for Local Healthwatch organisations to be of the nature of 'social enterprises' is achieved, alongside the Council's requirement in the initial procurement process that Healthwatch Hartlepool should be a standalone local organisation.

- 5.2 The alternative option to tender the service (either as an open or restricted procurement) is inconsistent with the Council's original requirement for Healthwatch to become a standalone body and involves risks in relation to loss of relationships and trust that have been built over a number of years and potential disengagement of local volunteers.
- 5.3 In line with the Council's initial intention in relation to the Healthwatch function, the continued provision of the service will be achieved through Grant in Aid funding to Healthwatch Hartlepool. This arrangement will be for three years from 1 April 2018 with the option of two 12 month extensions subject to performance and continued availability of funding. The service will be subject to the Council's usual contract monitoring arrangements.

6. FINANCIAL CONSIDERATIONS

- 6.1 The current contract value for Healthwatch Hartlepool is £129,056; £29,892 of this funding comes from the specific grant 'Local Reform & Community Voices Grant' with the remainder coming from base budget.
- 6.2 The funding for Healthwatch has remained at this level since it was originally commissioned in 2012, no uplifts have been applied in relation to inflation or National Minimum / Living Wage increases and no savings have been achieved.
- 6.3 In all scenarios the Council needs to be conscious of achieving value for money under its statutory duty (Section 3 Local Government Act, 1999) and will achieve this through a reduction in the current contract value that does not destabilise service delivery. A 10% reduction in the current contract value will be applied from 1 April 2018 giving a revised annual contract value of £116,150. It has been determined through contract monitoring that the current service can be maintained at this level of funding, as efficiencies have been achieved since Healthwatch Hartlepool was established as a CIO. This equates to £580,750 over the five year contract term.

7. LEGAL CONSIDERATIONS

- 7.1 As outlined in Section 3, Local Authorities have a duty to enter into contractual relationships with local Healthwatch organisations to promote the involvement of local people in the commissioning, provision and scrutiny of health and social care services. There is also a requirement that a Local Healthwatch organisation should be a body corporate and operate as a 'social enterprise'.

- 7.2 There is no requirement under Public Contracts Regulations to tender the service, as the value is below £589,148.

8. CHILD AND FAMILY POVERTY CONSIDERATIONS

- 8.1 There are no child and family poverty considerations associated with this report.

9. EQUALITY AND DIVERSITY CONSIDERATIONS

- 9.1 There are no equality and diversity considerations associated with this report.

10. STAFF CONSIDERATIONS

- 10.1 There are no staff considerations associated with this report.

11. ASSET MANAGEMENT CONSIDERATIONS

- 11.1 There are no asset management considerations associated with this report.

12. RECOMMENDATIONS

- 12.1 It is recommended that members note the contracting arrangements for Healthwatch Hartlepool from 1 April 2018 in line with the original procurement process that required the creation of a standalone organisation incorporated for this purpose.

13. REASONS FOR RECOMMENDATIONS

- 13.1 The direct award of the contract to Healthwatch Hartlepool from 1 April 2018 ensures that the Healthwatch function continues to be delivered in Hartlepool in line with legal requirements and the original intention of the Council to support a standalone local organisation to deliver the Healthwatch function.

14. CONTACT OFFICER

Jill Harrison
Director of Adult & Community Based Services
Hartlepool Borough Council

HEALTHWATCH HARTLEPOOL GOVERNANCE STRUCTURE

