



Chief Executive's Department
Civic Centre
HARTLEPOOL

5 March, 2018

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

Madam or Sir,

You are hereby summoned to attend the COUNCIL meeting to be held on THURSDAY, 15 March 2018 at 7.00 p.m. in the Civic Centre, Hartlepool to consider the subjects set out in the attached agenda.

Yours faithfully

G Alexander
Chief Executive

Enc

COUNCIL AGENDA



15 March 2018

at 7.00 pm

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

- (1) To receive apologies from absent Members;
- (2) To receive any declarations of interest from Members;
- (3) To deal with any business required by statute to be done before any other business;
- (4) To approve the minutes of the last meeting of the Council held on the 22 February 2018 as the correct record;
- (5) To answer questions from Members of the Council on the minutes of the last meeting of Council;
- (6) To deal with any business required by statute to be done;
- (7) To receive any announcements from the Chair, or the Head of Paid Service;
- (8) To dispose of business (if any) remaining from the last meeting and to receive the report of any Committee to which such business was referred for consideration;
- (9) To consider reports from the Council's Committees and to receive questions and answers on any of those reports;
- (10) To consider any other business specified in the summons to the meeting, and to receive questions and answers on any of those items;
- (11) To consider reports from the Policy Committees:
 - (a) proposals in relation to the Council's approved budget and policy framework; and
 - (1) Community Engagement and Cohesion Strategy 2018-21

- (2) Health and Wellbeing Strategy 2018 - 2025
 - (b) proposals for departures from the approved budget and policy framework;
- (12) To consider motions in the order in which notice has been received;
- (13) To receive the Chief Executive's report and to pass such resolutions thereon as may be deemed necessary;
- (14) To receive questions from and provide answers to the public in relation to matters of which notice has been given under Rule 11;
- (15) To answer questions of Members of the Council under Rule 12;
 - a) Questions to the Chairs about recent decisions of Council Committees and Forums without notice under Council Procedure Rule 12.1
 - b) Questions on notice to the Chair of any Committee or Forum under Council Procedure Rule 12.2
 - c) Questions on notice to the Council representatives on the Police and Crime Panel and Cleveland Fire Authority
 - d) Minutes of the meetings held by the Cleveland Fire Authority on 8 December 2017



COUNCIL

MINUTES OF PROCEEDINGS

22 February 2018

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

PRESENT:-

The Ceremonial Mayor (Councillor Beck) presiding:

COUNCILLORS:

C Akers-Belcher	S Akers-Belcher	Barclay
Black	Buchan	Clark
Cranney	Fleming	Hall
Hamilton	Harrison	James
Lauderdale	Lindridge	Martin-Wells
McLaughlin	Moore	Dr Morris
Richardson	Riddle	Smith
Springer	Tennant	Thomas
Trueman		

Officers: Gill Alexander, Chief Executive
Peter Devlin, Chief Solicitor
Chris Little, Director of Finance and Policy
Hayley Martin, Head of Legal Services (Place)
Ed Turner, Communications and Marketing Manager
Amanda Whitaker, David Cosgrove, Democratic Services Team

Prior to the commencement of the meeting, the Ceremonial Mayor referred in terms of regret to the recent death of Honorary Alderman Russell Hart. Members stood in silence as a mark of respect.

95. APOLOGIES FOR ABSENT MEMBERS

Councillors Belcher, Cook, Hind, Hunter, Loynes and Robinson.

96. DECLARATIONS OF INTEREST FROM MEMBERS

None.

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

None.

98. MINUTES OF PROCEEDINGS

The Minutes of Proceedings of the Council held on the 14 December 2017, having been laid before the Council.

RESOLVED - That the minutes be confirmed.

The minutes were thereupon signed by the Chairman.

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

None.

100. BUSINESS REQUIRED BY STATUTE

None.

101. ANNOUNCEMENTS

The Ceremonial Mayor announced that his fundraising curry night would be held on 26 February. An invitation was extended to all to attend.

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

None.

103. TO RECEIVE REPORTS FROM THE COUNCIL'S COMMITTEES

None.

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

None.

105. REPORT FROM THE POLICY COMMITTEES

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

- (i) Medium Term Financial Strategy (MTFS) 2018/19 to 2019/20 and Financial Outlook from 2020/21

The report enabled Council to consider the recommendations from the Finance and Policy Committee in relation to the 2018/19 Council Tax level for Hartlepool Council services and to approve the detailed statutory Council Tax calculations for 2018/19, which incorporated Council Tax precepts set by other organisations.

Details of savings proposals had been considered and approved by Council on 14th December and this had included an indicative Council Tax increase (including the Social Care precept) of 4.9% for 2018/19. Based on the approved savings the detailed budgets for 2018/19 were set out in the booklet which had been circulated with Council documentation. The detailed report considered by Finance and Policy Committee on the 12th February 2018 had been circulated also.

The Leader of the Council highlighted the five year Council Tax freeze previously implemented by the Council. The Leader also indicated that this arrangement ended when the Government removed the specific grant paid to Authorities which froze Council Tax and introduced revised Council Tax referendum limits. It was also highlighted that further changes to Council Tax were introduced in 2016/17 when the Government introduced the Adult Social Care precept. These changes continued to shift the burden for funding services from national taxation on to Council Tax. For 2018/19 Government Council Tax referendum limits allow authorities with Adult Social Care responsibilities to increase Council Tax by up to 6% (including a 3% Adult Social Care precept).

The report to Council detailed the statutory 2018/19 Council Tax calculations which the Council was required to undertake to incorporate the Council Tax levels approved by 'precepting bodies', i.e. the Cleveland Police and Crime Commissioner, Cleveland Fire Authority and Parish Councils. In order to enable Members to consider the recommendations referred by Finance and Policy Committee the Council report provided a summary of the key issues impacting on the Council's financial position.

The MTFS recommendations referred by Finance and Policy Committee for council's consideration and approval were presented as follows:-

- i) Approve a 2% Adult Social Care precept for 2018/19;
- ii) Approve a 2.9% base Council Tax increase for 2018/19 and to note that when account is taken of the recommended Adult Social Care precept the total increase for Hartlepool Council services is 4.9%;

- iii) Approve the detailed 2018/19 budgets set out in section 2 of the attached booklet, which reflect the savings approved by Council on 14th December 2017.
- iv) Approve the updated capital budgets as set out in Appendix A, which reflect Government capital allocations announced since the initial proposals were approved by Council in December 2017, and note that detailed proposals for using ring fenced capital resources for the Local Transport Plan and Schools Capital Programme will be reported to the relevant Policy Committee for approval.
- v) Approve the proposals to use the one off 2018/19 Adult Social Care Support Grant of £313,000, announced by the Government on 6th February, to reduce the use of the Budget Support Fund reserve in 2018/19. This proposal will then enable these resources to be carried forward and earmarked towards reducing the 2019/20 budget deficit, which is currently forecast to be between £5.232m and £6.013m.

The recommendations were moved by Councillor C Akers-Belcher, subject to recommendation (ii) above being amended to reflect 1% of the 2.9% increase in Council Tax being identified to support the budget pressures on Children's Social Care as had been agreed by the Finance and Policy Committee.

The Committee's recommendations, and amendment proposed to recommendation (ii), were seconded by Councillor Cranney.

Members debated issues arising from the report including the background to the recommendations submitted by the Committee. A number of Members expressed their opposition to the proposed Council Tax increase and expressed concerns regarding previous financial decisions. It was highlighted that the recommendations had been agreed by the Finance and Policy Committee with cross-party and unanimous support. It was highlighted also the opportunities which all Members had had prior to the Council meeting to consider the proposals and to put forward alternative sources of funding.

An amendment was moved by Councillor Hall and seconded by Councillor Lauderdale as follows:-

"That the £1.5m balance of the Regeneration Projects Budget recent allocated by the joint meeting of the Regeneration Services and Finance and Policy Committees on 22 January 2018 be re-directed to the General Fund and be utilised to support adult and children's social care."

The Chief Solicitor referred Members to Council Procedure Rule 16 which stated that a motion or amendment to rescind, or having the effect of rescinding, a decision made at a meeting of Council within the past 6 months cannot be moved.

The Chief Solicitor added that in accordance with Council Procedure Rule 17.6 in relation to voting on budget decisions, immediately after any vote is taken at

a budget decision meeting of an authority there must be recorded in the minutes of the proceedings of that meeting the names of the persons who cast a vote for the decision or against the decision or who abstained from voting.

In accordance with Council Procedure Rule 17.5 of the Constitution, a recorded vote was taken on the MTFS recommendations referred by the Finance and Policy Committee, including the amendment proposed by Councillor C Akers-Belcher and seconded by Councillor Cranney:-.

Those in favour:

Councillors C Akers-Belcher, S Akers-Belcher, Barclay, Beck, Clark, Cranney, Hamilton, Harrison, James, Lindridge, Martin-Wells, McLaughlin, Morris, Richardson, Thomas and Trueman.

Those against:

Councillors Black, Buchan, Fleming, Hall, Lauderdale, Moore, Riddle, Smith, Springer and Tennant.

Those abstaining:

None.

The vote was carried.

It was highlighted that in accordance with the Local Government Finance Act 1992 and relevant regulations the Council was required to approve the statutory Council Tax calculation incorporating the Council Tax levels set by individual precepting authorities i.e. the Cleveland Police and Crime Commissioner, Cleveland Fire Authority and individual parish councils. It was highlighted that the statutory Council Tax calculations are an administrative responsibility that the Council as the statutory 'billing authority' is required to undertake once the Council has set its own Council Tax level and the individual precepting authorities have set their own Council Tax levels. It was noted that for areas without a parish council, which is 90% of Hartlepool households, the overall Council Tax increase for 2018/19 is 4.9%, which reflected the increases approved by the Council, the Cleveland Police and Crime Commissioner and Cleveland Fire Authority. Based on the increases detailed in the report, a table was presented which summarised the Council Tax for 2018/19, for areas without a parish. It was noted that the Adult Social Care precept was the cumulative amount and included the 2% increase for 2018/19.

In accordance with Council Procedure Rule 17.5 of the Constitution, a recorded vote was taken on the statutory council tax calculations, incorporating the decisions of precepting authorities:-.

Those in favour:

Councillors C Akers-Belcher, S Akers-Belcher, Barclay, Beck, Black, Buchan, Clark, Cranney, Fleming, Hall, Hamilton, Harrison, James, Lauderdale,

Lindridge, Martin-Wells, McLaughlin, Moore, Morris, Richardson, Riddle, Smith, Tennant, Thomas and Trueman.

Those against:

None

Those abstaining:

Councillor Springer.

The vote was carried.

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

None.

106. MOTIONS ON NOTICE

The following Motion had been submitted on notice:-

“There is a rise in the use of food banks across the country, this is linked to welfare reform and the roll out of Universal Credit. The Trussell Trust report that many people are having to choose between buying food or fuel. We know that welfare reform is affecting many people, including people in work and low paid jobs. Austerity is affecting women more and therefore ‘period poverty’ is a reality and forces many women to choose between putting food on the table and buying sanitary products. This affects both adult women and girls, in a recent survey by Plan International UK, it was found that 10% of 14-24 year olds surveyed had been unable to buy sanitary products and there are girls missing out on their education because they cannot afford sanitary protection. Women and girls do not have a choice whether to have a period or not. For a family where there is a mother and two daughters who have periods, the average cost per month of buying sanitary products is £20. Where women cannot afford sanitary products they are using socks, toilet roll and even napkins from fast food restaurants.

Scotland are leading the way and piloting a scheme in Aberdeen, where women can have an S-Card, similar to the C-Card scheme for condoms. The S-card enables a woman to go into a pharmacy and exchange for free sanitary products. Some food banks and community hubs may have sanitary products women can access but these are not open seven days a week. There needs to be a system where women in need can easily access free sanitary products to meet a basic need, maintain dignity and hygiene.

Hartlepool Borough Council believes:

- That no woman in the Tees Valley should be forced into poverty due to her periods.
- No girl should miss school because of her period.
- No woman should miss work or college because of her period.

The Council pledges its full support for the Tees Valley Free Period campaign.

This Council will commit to further work and explore how a similar scheme to Scotland would operate and be funded in Hartlepool.”

Signed: Councillors Clark, Richardson, James, Harrison and C Akers-Belcher.

On moving the Motion, Councillor Clark expressed his appreciation to Emma Chesworth and her colleagues from the ‘Free Period Campaign’ who had contacted him to discuss the issue and the effects on women and girls in Hartlepool and the wider Tees Valley. In presenting the rationale for submission of the Motion to Council, Councillor Clark called on Council to support the Motion and the Campaign by the Free Period Group to look at what more could be done to end this ‘injustice in society’

The Motion was seconded by Councillor Harrison who highlighted the unfairness of the cost of sanitary towels and urged the Council to support the Motion and to follow the lead of Scotland.

A vote was taken by show of hands.

The motion was agreed unanimously.

CHIEF EXECUTIVE’S REPORT

107. TREASURY MANAGEMENT STRATEGY

Council was requested to approve the recommended Treasury Management Strategy for 2018/2019. The Local Government Act 2003 required the Council to ‘have regard to’ the CIPFA Prudential Code and to set prudential indicators for the next three years to ensure that the Authority’s capital investment plans were affordable, prudent and sustainable. The Act, therefore, requires the Council to determine a Treasury Management Strategy for borrowing and to prepare an Annual Investment Strategy, which sets out the Council’s policies for managing its investments and for giving priority to the security and liquidity of those investments. The Secretary of State has issued Guidance on Local Government Investments which came into force on 1st April, 2004. This guidance recommends that all Local Authorities produce an Annual Investment Strategy that is approved by full Council, which was also included in the report.

The Council is required to nominate a body to be responsible for ensuring effective scrutiny of the Treasury Management Strategy and policies, before making recommendations to Council. This responsibility has been allocated to

the Audit and Governance Committee. The recommended Treasury Management Strategy was considered by the Audit and Governance Committee on the 24th January 2018 and this report is attached as Appendix 1. The Audit and Governance Committee scrutinised the proposed Treasury Management strategy and approved that the recommended strategy be referred to full Council.

RESOLVED – Council noted the report and the recommendation from the Audit and Governance Committee to approve the following detailed recommendations for the 2018/19 Treasury Management Strategy and related issues;

Borrowing Strategy 2018/19

- i) Core borrowing requirement – following the securing of exceptionally low interest rates approve that the remainder of the under borrowing is netted down against investments.
- ii) To note that in the event of a change in economic circumstances that the Director of Finance and Policy may take out additional borrowing if this secures the lowest long term interest cost.
- iii) Borrowing required for business cases – Approve the strategy of internally borrowing for business cases to mitigate counterparty risk, reduce borrowing costs and generate an internal investment return. Note that if this strategy is adopted that action may be taken by Director of Finance and Policy to externally borrow for these schemes if an interest rates rise is expected.

Investment Strategy 2018/19

- iv) Approve that Svenska Handelsbanken be brought into line with other category A counterparties and no longer identified separately
- v) Approve the Counterparty limits as set out in paragraph 8.8 of Appendix 1.

Minimum Revenue Provision (MRP) Statement

- vi) Approve the MRP statement outlined in paragraph 9.3 of Appendix 1.

Prudential Indicators 2018/19

- xi) Approve the prudential indicators outlined in Appendix B of Appendix 1.

108. NEW POLITICAL GROUP

Council was informed that in accordance with the Council's Constitution, the Local Government and Housing Act 1989 and the Local Government (Committees and Political Groups) Regulations 1990 (specifically regulation 7

(i)) the following Members have formed a new political group 'Hartlepool Independent Group': -

Councillors Tennant (Group Leader), Moore (Deputy Leader), Buchan, Springer and Fleming.

The formation of this new Political Group replaced the UKIP Group.

RESOLVED – That the report be noted.

109. EU PROCUREMENT THRESHOLDS

Council was requested to note that from the 1st January 2018 the EU Procurement thresholds under the European Public Contracts Directive (2014/24/EU) relating to works, goods and supplies were revised which would require consequent amendment to the Council's Contract Procedure Rules. The thresholds would now be engaged for works contracts which exceeded the amount of £4,551,413 for works contracts and the sum of £181,302 for goods and services. The Monitoring Officer had delegated authority under Article 15 of the Councils Constitution to make such changes to the Constitution '.... that comply with legislation or statutory guidance'.

RESOLVED – That the position be noted.

110. THE TEES VALLEY COMBINED AUTHORITY (BORROWING) REGULATIONS 2018

The Chief Executive reported that the Tees Valley Combined Authority had been established through an Order made on 1 April 2016. Subsequent Orders had been made (which required the consent of the constituent councils) which had been the subject of earlier Council reports. Information had been received via the Combined Authority that a draft statutory instrument 'The Tees Valley Combined Authority (Borrowing) Regulations 2018', appended to the report, had been received together with an explanatory note as to its effect. In essence the regulations provide for the Combined Authority '*to borrow money for a purpose relevant to its statutory functions.*' Tabled at the meeting for the consideration of Members was a confidential copy of draft statutory instrument 'The Combined Authorities (Borrowing) Regulations 2018'.

It was noted that Section 23(5) of the Local Government Act, 2003, specified that a combined authority had a power to borrow money for a purpose relevant to its transport functions only, unless otherwise provided for by the Secretary of State through regulations. Consequently, these draft regulations extended the ability to borrow *for a purpose relevant to all of its statutory functions*'. The Constitution of the Combined Authority has application to the decision making process concerning the budget and borrowing of the Combined Authority, which reflects statutory requirements. The Investment Plan of the Combined Authority which dealt with the allocation of resources, includes borrowing and requires the agreement of the Combined Authority as part of the annual budget

setting process and also for any 'in year' changes. Reports have either been taken or are pending to seek approval from the other constituent councils but which are also contingent on a formal request from the Secretary of State to confirm each council's consent to the making of these regulations.

Following presentation of the report, the Leader of the Council proposed that consideration of the item be deferred. It was highlighted to Members that as part of his involvement in the budget process for the Combined Authority, he had challenged the decision making process with particular reference to accountability in the Combined Authority. Members were referred to authority delegated to the Mayor and the Managing Director of the Combined Authority to spend up to £1million. The Leader of the Council had proposed that the limit be reduced to £250,000 and for the delegation to be in conjunction with the appropriate Portfolio Holder. As the Mayor had disagreed with the proposal, the amendment had not been accepted.

It was moved by Councillor C Akers-Belcher and seconded by Councillor Cranney:-

"That consideration of the item be deferred to the next meeting of Council and representatives of the Tees Valley Combined Authority be invited to make a presentation to all Council Members on decision making and accountability within TVCA".

A vote, taken by show of hands, was carried.

RESOLVED –

- (i) That consideration of the regulations be deferred to the March meeting of Council.
- (ii) That Tees Valley Combined Authority be invited to make a presentation to all Council Members on decision making and accountability within TVCA

111. RESPONSE TO COUNCIL MOTION

Members were reminded that at the Council meeting held on the 26th October 2017, it was agreed that letters should be sent to the Government, Northern Rail and Rail North regarding proposals to remove the guarantee of a guard on Northern Rail trains.

Appended to the report was a copy of the response which had been received from the Minister responsible for rail, the response from Northern Rail and the response from Rail North.

RESOLVED – That the responses from the Minister of State, Northern Rail and Rail North be noted.

112. PUBLIC QUESTION

None.

113. QUESTIONS FROM MEMBERS OF THE COUNCIL

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

None.

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

None.

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

None.

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

The minutes of the meetings of the Cleveland Fire Authority held on 13 October 2017 and the Cleveland Police and Crime Panel held on the 15 November, 2017 were noted.

The meeting concluded at 7.55 p.m.

CEREMONIAL MAYOR

COUNCIL
15th March 2018



Report of: Finance and Policy Committee

Subject: COMMUNITY ENGAGEMENT AND COHESION
STRATEGY 2018-21

1. PURPOSE OF REPORT

- 1.1 The purpose of this report is to present the final proposed Community Engagement and Cohesion Strategy 2018-21 to Council for approval.

2. BACKGROUND

- 2.1 In Hartlepool the Council has a strong tradition of working with 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.
- 2.2 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 developed by the Council during 2017/18.

3. DEVELOPMENT OF THE COMMUNITY ENGAGEMENT AND COHESION STRATEGY

- 3.1 The final proposed Community Engagement and Cohesion Strategy 2018-21, attached as **Appendix 1**, has been developed to reflect what works well in Hartlepool and elsewhere and to build upon the strong foundations that are already in place in the town. The final Strategy has been informed by the views expressed through Your Say, Our Future in the summer of 2016, the Voluntary and Community Sector Survey 2017 and consultation exercises undertaken on earlier draft versions of the Strategy.

- 3.2 The following table summarises the various stages that have been undertaken prior to the final Strategy being brought to Council for approval:

Who	What	When
Finance & Policy Committee	Agreed purpose & remit of strategy and timeline for consultation and decision making.	10 th July 2017
Finance & Policy Committee	Agreed first draft of the strategy for consultation.	18 th September 2017
Consultation on the first draft strategy ran for 8 weeks from 22 nd September to 17 th November 2017 and included: <ul style="list-style-type: none"> • Online survey (88 responses) • Community Forums • Safer Hartlepool Partnership • Learning Disability Partnership Board • Youth Council • Your Say, Our Future Public Event • Your Say, Our Future Staffing Sounding Board • Direct email to all groups on the Council's Voluntary and Community Sector (VCS) Database • Direct email to all individuals on the Hartlepool Online Panel • Promotion via social media channels and press releases 		
Finance & Policy Committee	Considered feedback from the consultation and agreed an updated draft strategy for final consultation.	8 th January 2018
Consultation on the final draft strategy ran for 2 weeks 12 th to 26 th January 2018 through an online survey (2 responses and 1 additional written response received).		
Finance & Policy Committee	Considered feedback from consultation and agreed the final strategy for approval by Council.	12 th February 2018

4. COMMUNITY ENGAGEMENT AND COHESION STRATEGY 2018-21

- 4.1 The vision of the Community Engagement and Cohesion Strategy 2018-21 is:

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.

- 4.2 This vision is underpinned by 3 priorities for the Council:
- We will involve and listen to our communities.
 - We will support community action.
 - We will build strong and inclusive communities.
- 4.3 The purpose of the 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.

5. RISK IMPLICATIONS

- 5.1 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.

6. FINANCIAL CONSIDERATIONS

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

7. LEGAL CONSIDERATIONS

- 7.1 There are no legal considerations.

8. CHILD AND FAMILY POVERTY CONSIDERATIONS

- 8.1 There are no child and family poverty implications.

9. EQUALITY AND DIVERSITY CONSIDERATIONS

- 9.1 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 2 – overall the Strategy should have a positive impact on equality and diversity in the Borough.

10. STAFF CONSIDERATIONS

- 10.1 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.

11. ASSET MANAGEMENT CONSIDERATIONS

- 11.1 There are no asset management considerations.

12. RECOMMENDATIONS

- 12.1 Council are requested to consider and agree the final Community Engagement and Cohesion Strategy 2018-21 as set out in appendix 1.

13. REASONS FOR RECOMMENDATIONS

- 13.1 The Community Engagement and Cohesion Strategy is included within the Council's budget and policy framework and therefore Council is responsible for agreeing the final Strategy.

14. BACKGROUND PAPERS

- 14.1 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.

Community Engagement and Cohesion Strategy – report to Finance and Policy Committee 12th February 2018.

15. CONTACT OFFICER

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Community Engagement and Cohesion Strategy 2018-21

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

**For further information about the
Community Engagement and Cohesion
Strategy 2018-21 please contact Clare
Clark or Catherine Grimwood**

Telephone **01429 423100 / 284322**

Email clare.clark@hartlepool.gov.uk /
Catherine.grimwood@hartlepool.gov.uk

Post **Hartlepool Borough Council,
Civic Centre, Victoria Road, Hartlepool, TS24 8AY**



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.		
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	

COUNCIL

15 March 2018



Report of: Finance and Policy Committee

Subject: HEALTH AND WELLBEING STRATEGY (2018 - 2025)

1. PURPOSE OF REPORT

- 1.1 The purpose of this report is to seek Full Council approval of the Joint Hartlepool Health and Wellbeing Strategy (JHWS) (2018 - 2025).

2. BACKGROUND

- 2.1 The Health and Social Care Act 2012 requires that the Local Authority, with partner agencies including the NHS, develop a JHWS based on the Joint Strategic Needs Assessment (JSNA). The first Joint Health and Wellbeing Strategy (2013-2018) were developed in 2012-2013 and, in order to comply with the requirements of the Act, a reviewed JHWS must now be published by the March 2018 deadline.

3. STRATEGY DEVELOPMENT

- 3.1 The Health and Wellbeing Board (HWB) approved the refresh of the JHWS in March 2017, and in June 2017 identified the following priority areas as the focus for consultations in relation to 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).
- 3.2 A comprehensive consultation and engagement exercise, based on the identified priority areas, was undertaken between the 26th June 2017 and the 16th July 2017, involving residents and partner organisations in an online survey and a range of consultation workshops and events. These events were held in each of the Community Hubs, at the Healthwatch AGM and through the North and Coastal / South and Central Community Forums.

- 3.3 Individual sessions were undertaken with the Asylum Seeker/Refugee Group, Youth Council and representatives from the Voluntary and Community Sector, to ensure that Hartlepool's children / young people, minority communities and voluntary and community section have had an opportunity to influence the development of the Strategy. Consideration was also given to other pieces of work undertaken by the local authority, and its partners, including the Young Future's Project (undertaken by the Youth Parliament, Hartlepool Healthwatch and York University), 'Future in Mind' (led by the Children's Strategic Partnership) and the asylum seeker and refugee consultation undertaken by Healthwatch Hartlepool.
- 3.4 Utilising all of the information and evidence gathered throughout the engagement / consultation process, a final draft of the Strategy was produced and a further six week online consultation undertaken during November / December 2017. Promotion of the online consultation reached 929 residents via Twitter and 1193 via Facebook resulting in no amendments or changes to the final draft of the Strategy, which was approved by the HWB and Finance and Policy Committee (4 December 2017 and 12 February 2018 respectively) for consideration by Full Council.
- 3.5 A copy of the refreshed JHWS (2018-2025) is attached at **Appendix 1** (to be circulated 'to follow') for Council consideration and approval, to enable its publication by the required March 2018 deadline. The Strategy will be implemented, and monitored, through the HWB.

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** (to be circulated 'to follow').
- 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. LEGAL CONSIDERATIONS

- 7.1 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).

8. CHILD AND FAMILY POVERTY

- 8.1 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**.

9. EQUALITY AND DIVERSITY CONSIDERATIONS

- 9.1 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.

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

10. STAFF CONSIDERATIONS

- 10.1 There are no staffing considerations.

11. ASSET MANAGEMENT CONSIDERATIONS

- 11.1 There are no asset management considerations.

12. RECOMMENDATIONS

- 12.1 That Council is asked to approve the JHWS (2018 - 2025),

13. REASONS FOR RECOMMENDATIONS

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.

14. 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)

15. 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

Hartlepool is one of the most deprived areas in England, ranked 18th out of 326 local authority areas and with 7 of the 17 wards in Hartlepool amongst the 10% most deprived in the country.

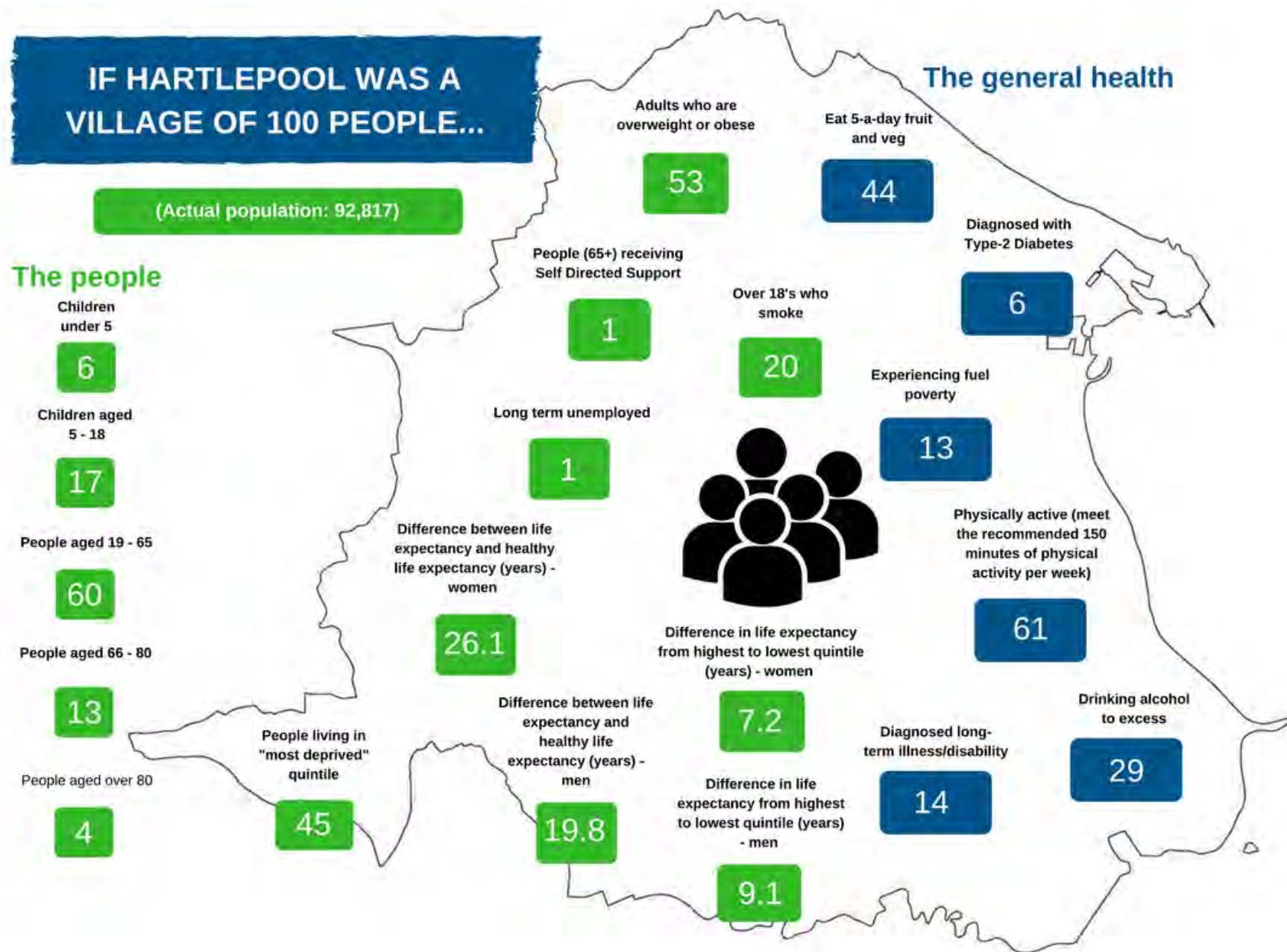
Hartlepool HWB is committed to working together with the people of Hartlepool to improve health and wellbeing of residents. At a time of increasing demand on services and pressures on funding, it is even more important to make sure we are a healthy Borough by supporting people to take responsibility 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



What our residents 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).



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.

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.

Our priorities

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 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?

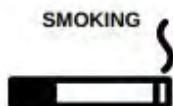
Green = progressing in the right direction | Blue = requires improvement

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	<ul style="list-style-type: none"> *Improve access for emotional wellbeing and Child and Adolescent Mental Health Services (CAMHS) 	<ul style="list-style-type: none"> *Implement programmes that promote emotional wellbeing and resilience *Improve school readiness, educational attainment and aspirations for children and young people *Implement parenting programmes 	<ul style="list-style-type: none"> *Promote healthy relationships through education, early help and support *Promote uptake of childhood immunisations in deprived wards
Working Well	<ul style="list-style-type: none"> *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 	<ul style="list-style-type: none"> *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 	<ul style="list-style-type: none"> *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	<ul style="list-style-type: none"> *Provide integrated health, care and wellbeing packages *Improve access to health, care, mental health and wellbeing services 	<ul style="list-style-type: none"> *Implement networking initiatives to reduce social isolation and loneliness *Implement and strengthen programmes that provide support for carers 	<ul style="list-style-type: none"> *Promote safer neighbourhoods and reduce crime and anti-social behaviour
Living Well	<ul style="list-style-type: none"> *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 	<ul style="list-style-type: none"> *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 	<ul style="list-style-type: none"> *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	<ul style="list-style-type: none"> *Implement evidence based end of life care packages in appropriate settings 	<ul style="list-style-type: none"> *Implement bereavement and counselling services 	<ul style="list-style-type: none"> *Promote uptake of 65+ flu vaccinations *Promote screening and early identification for preventable ill-health



Our plan for delivery – looking ahead

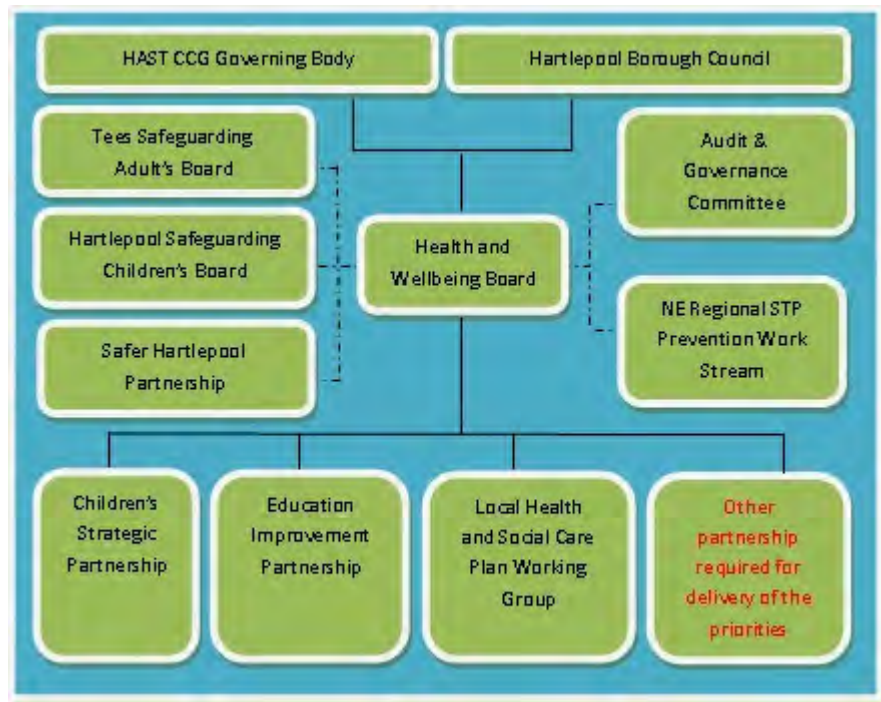
In addition, we want to do some things very differently from the way we have previously operated. This means that we will invest in the health and wellbeing assets in our communities to enable our residents to facilitate the desired cultural changes that will improve the health and wellbeing of our local 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.



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 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 Public health lead	√	√	√					<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		

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 early Continue to develop and implement a multi-agency intervention model that incorporates the five ways to wellbeing and aligned with CAMHS and Future in Mind Continue 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 plan Five 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 employers Mental 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 backgrounds Improve access to ESOL classes to help reduce 	(SHP) – Safer neighbourhoods group Adult	√	√	√						<ul style="list-style-type: none"> Community cohesion strategy fully implemented Observed increasing trend in number of people who use outdoor space for physical activity 	

<ul style="list-style-type: none"> communication barriers and therefore help with better networking and engagement by asylum seekers 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 healthy lives strategy group</p> <p>Public Health/Community 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- Drugs & Alcohol Harm Reduction 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- Drugs & Alcohol Harm Reduction 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 		

<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>✓</p> <p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p>	<p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p>	<p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p>	<p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p>	<p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p> <p>✓</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>	<p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p>	<p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p>	<p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p>	<p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p>	<p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p>	<p>Peer educator programme for asylum seekers implemented</p>		
<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>	<p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p>	<p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p>	<p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p>	<p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p>	<p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p>	<p>Improved access to healthcare for those who require interpreter services</p>		
<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>	<p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p>	<p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p>	<p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p>	<p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p>	<p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p>	<p>Improved awareness among young people on their rights to access services independently</p> <p>Tobacco harm social marking campaign in schools launched</p> <p>Reducing trend in number of CYP who are excluded from school</p>		

<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 		

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



NHS
Hartlepool and Stockton-on-Tees
Clinical Commissioning Group



NHS
North Tees and Hartlepool
NHS Foundation Trust

Tees, Esk and Wear Valleys **NHS**
NHS Foundation Trust

NHS
England

H&SH
Hartlepool & Stockton Health

healthwatch
Hartlepool

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	✓			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. **
Those with low educational attainment			✓	<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>
Those who are unemployed	✓			<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> - 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	✓			<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>
Children born into families in poverty	✓			<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>
Those who find difficulty in managing their finances			✓	<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>
Lone parents			✓	<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>
Those from minority ethnic backgrounds	✓			<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>

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. 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			✓	There is focus on improving health and

disadvantaged pupils and all pupils (key stage 2 and key stage 4)				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 are key deliverables focusing on improving outcomes for young people, older people and those with disabilities.
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

COUNCIL
15 March 2018



Report of: Chief Executive

Subject: BUSINESS REPORT

1. PAY POLICY 2018/19

Under Section 38 of the Localism Act (2011), Full Council has to approve a Pay Policy on an annual basis.

The current Pay Policy was approved by Council in March 2017 and no fundamental changes are proposed for 2017/18. The Pay Policy has been updated to reflect the proposed NJC national pay award offer that is under consideration by the relevant trade unions.

The Council has previously approved a proactive approach to addressing low pay and introduced the Hartlepool Living Wage, for the lowest paid employees which is set at scale point 11 of the NJC pay spine at £8.19 per hour. If the national NJC pay offer is accepted by the trade unions this will increase scale point 11 to £8.82 per hour on 1st April 2018 thereby surpassing the current Hartlepool Living Wage. The offer also covers 1st April 2019 to 31st March 2020 and would introduce a new NJC pay spine with a minimum hourly rate of £9.00 per hour.

Full Council is requested to approve the Pay Policy Statement 2018/19 which is attached as Appendix 1.

2. SPECIAL URGENCY QUARTERLY REPORT

Council is informed that that there were no special urgency decisions taken in the period November 2017 – January 2018.

3. COMBINED AUTHORITIES – BORROWING REGULATIONS

Members will recall an item in my Business Report to Council on 22 February, which sought this Council's consent to the making of regulations to confer a power upon Combined Authorities '*to borrow money for a purpose relevant*' to their statutory functions. The report specifically mentioned 'The Tees Valley Combined Authority (Borrowing) Regulations, 2018' but a later draft of these measures was also

circulated to members at their meeting with the intention that such powers should have general application to all Combined Authorities. It was also acknowledged in that report that a Combined Authority already has a power to borrow money for a purpose relevant to its transport functions.

The report to Council sought delegated authority to myself in consultation with the Leader of the Council to the making of these regulations and for the Council's consent to be formally notified to the Secretary of State. Council's consideration was however deferred (the reasons are detailed in the minutes of that meeting) pending further dialogue with the Tees Valley Combined Authority and a meeting took place in that regard through a Members Seminar on 28 February, 2018. Following that discussion, I have consulted with the Leader of the Council and also with the Group Leaders of the various political groups within the Borough Council as to the exercise of this delegated authority and particularly given the time constraints involved in this case in that parliamentary approval was to be sought from 5 March, 2018. I have also liaised with the Council's statutory officers for their opinions. All were agreeable to the exercise of that delegated authority which has been further evidenced in a formal 'Decision Record' and this notification to Council.

Council are therefore requested to note the position and the exercise of the delegated authority through myself in consultation with the individuals mentioned in this report and that the Secretary of State was notified of this Council's consent to the making of these regulations.

4. MOTION – IMPLEMENTATION OF THE NATIONAL FUNDING FORMULA - RESPONSE FROM MINISTER OF STATE FOR SCHOOL STANDARDS

You will recall that it was agreed at your meeting on 14 December 2017 that the Council writes to the Secretary of State for Education requesting the Government, as a matter of urgency, confirms that transitional arrangements for implementing the national Schools Funding Formula will continue in 2020/21 and beyond. Also, that the Secretary of State for Education looks to include funding for special schools within the National Schools' Funding Formula as a matter of urgency

I attach as Appendix 2 a copy of the response received from the Minister of State for School Standards.

Hartlepool Borough Council

Pay Policy Statement 2018/19

(Section 38, Localism Act 2011)

Draft to be considered at Council on 15th March 2018

1. Introduction

- 1.1 This document sets out the Council's Pay Policy in relation to the remuneration of its employees (excluding those employed by schools with delegated budgets) for the period 1 April 2018 to 31 March 2019 in accordance with Section 38 of the Localism Act 2011¹ and reflects the guidance issued by the Department for Communities and Local Government^{2,3} unless stated differently. This pay policy applies equally to all employees (excluding school employees) regardless of status and seniority unless stated differently. The policy is subject to annual review and must be approved by the Borough Council for each financial year. The policy will be published on the Council's website⁴ as soon as reasonably practicable after approval or amendment.
- 1.2 Hartlepool Borough Council is committed to transparency and fairness in its payment and remuneration of all of its employees and will comply with all relevant employment legislation.
- 1.3 In 2018/19, the Council has an overall pay budget of £58.8m (excluding school staff) including on-costs for its workforce. It will employ around 2,100 people excluding those who are employed directly by schools in Hartlepool, in a variety of diverse roles
- 1.4 The Council's values give us a desire to increase the standard of living for everyone. Given that the Council is the largest employer in Hartlepool and that around 78% of employees live in the town, it has a major influence on the economic wellbeing of the town and a direct impact on levels of inequality. The Council wants to do all in its power to make Hartlepool a fairer town and is committed to reducing inequality by leading by example and doing so through the way it operates as an organisation.

2. National and other Conditions of Service

- 2.1 The appropriate National Conditions of Service (as detailed in Table 1) are automatically incorporated into employee contracts of employment.

¹ Available at: <http://www.legislation.gov.uk/ukpga/2011/20/contents>

² Available at: [Openness and accountability in local pay: guidance - Publications - GOV.UK](#)

³ Available at: [Openness and accountability in local pay: supplementary guidance - Publications - GOV.UK](#)

⁴ Available at: https://www.hartlepool.gov.uk/downloads/download/305/pay_policy

Table 1 – National Conditions of Service in use in the Council

Condition of Service	Type of Employees
Joint Negotiating Committee (JNC) for Local Authority Chief Executives	Chief Executive
Joint Negotiating Committee (JNC) for Chief Officers in Local Authorities	Directors, Assistant Directors and some other senior managers
The Soulbury Committee	Educational Improvement Professionals, Educational Psychologists and Young People's/Community Service Managers
Conditions Of Service for School Teachers in England And Wales ⁵	Head Teachers, Deputy/Assistant Head Teachers, all Leadership, Teachers, Qualified and Unqualified Teachers
Joint Negotiating Committee for Youth and Community Workers	Youth and Community Workers
National Joint Council (NJC) for Local Government Services – Part 2 only	All other employees

For legal and other reasons, some employees are employed on other conditions of service, for example as a result of TUPE transfers into the Council.

- 2.2 The Council's Single Status Agreement is automatically incorporated into the employment contract of NJC for Local Government Services employees.
- 2.3 Sections 1 (paragraphs 1.1.3 and 1.1.4 only), 3 (sub section 3.5 only), 5-9 and 12-16 of Part 2 of the Council's Single Status Agreement apply to all employees where their national conditions of service are silent.

3. Pay Structure

- 3.1 The Council uses nationally negotiated pay rates included in the above national conditions of service as the basis for its local pay structure, which determines the pay bands of the large majority of its workforce. Locally determined pay rates apply for the remainder of the workforce.

⁵ The Conditions of Service for School Teachers In England And Wales August 2000 is supplemented by the statutory School Teachers' Pay and Conditions Document available at <https://www.gov.uk/government/publications/school-teachers-pay-and-conditions>

- 3.2 National pay awards are automatically applied to the national and local pay rates where employees are employed under the national conditions of service detailed in Table 1. Employees who continue to be employed under their pre transfer conditions of service following their TUPE (or similar) transfer to the Council are
- not entitled to receive pay awards (equivalent to the appropriate Council condition of service national pay awards) where the value of the maximum of the employees pre transfer pay band is greater than the pay they would receive at the minimum of the pay band if they were employed under the appropriate Council conditions of service and/or if the employees are entitled to increments within their TUPE pay band as they are not at the maximum of their TUPE (or similar) pay band.
 - entitled to receive national pay awards in all other circumstances subject to the employees pay plus any pay award not exceeding the minimum of the appropriate pay band if they were employed under the appropriate Council conditions of service.
- 3.3 All other pay-related allowances are the subject of either nationally or locally negotiated rates, having been determined from time to time in accordance with collective bargaining machinery.
- 3.4 In determining its grading structure and setting remuneration levels for any posts which fall outside the scope of nationally set pay grades, the Council takes account of the need to ensure value for money in respect of the use of public expenditure. This is balanced against the need to recruit and retain employees who are able to deliver high quality services to the community and the need to comply with pay related legislation e.g. in relation to equal pay, national minimum wage and the national living wage.
- 3.5 In line with good employment practice, JNC for Local Authority Chief Executives and JNC for Chief Officers in Local Authorities jobs have been evaluated using the LGA Senior Managers job evaluation scheme and NJC for Local Government Services jobs have been evaluated using the bespoke NJC job evaluation scheme. This is to ensure that the majority of jobs are graded fairly and equitably. Both job evaluation schemes used are substantial schemes. For legal and other reasons, some employees pay is not consistent with the current grading structures for example as a result of TUPE transfers.
- 3.6 No job evaluation scheme exists for the remainder of jobs i.e. those on Teachers, Youth and Community workers and Soulbury conditions of service but those employees are placed within nationally defined grading structures.
- 3.7 As part of its overall and ongoing monitoring of alignment with external pay markets both within and outside the sector, the Council will use available benchmark information as appropriate.

- 3.8 Periodic equal pay audits will be undertaken and pay structures and allowances will be reviewed as necessary.

4. Remuneration on Appointment

- 4.1 Appointments to the posts of Chief Executive, Directors and other Chief Officer posts are subject to the Council's Officer Employment Procedure Rules⁶ and the salary package (including basic pay, any fees or allowances routinely payable to the appointee and any benefits in kind) for each post is determined by full Council. Appointments to posts where the salary package is £100,000 or more per annum will be approved by full Council in the case of the appointment of the Chief Executive/Head of Paid Service or by the Appointments Panel in the case of other appointments. Appointment of all other officers is the responsibility of the Head of Paid Service or his/her nominee, and may not be made by members.
- 4.2 New appointments are subject to the Council's Recruitment and Selection Policy and will generally be made to the agreed pay structures at the bottom spinal column point of all pay bands unless there are special circumstances and payment at a higher level can be objectively justified.
- 4.3 Where employees are redeployed into a lower graded post because of ill health (where this is supported by the Council's Occupational Health Advisor) or as an alternative to redundancy they will generally be appointed to the highest spinal column point within the lower grade so as to minimise financial loss.
- 4.4 From time to time, it may be necessary to take account of external pay levels in the labour market in determining starting salary levels and the use of market forces supplements in order to attract and retain employees with particular experience, skills and capacity.
- 4.5 The Council does not make any "golden hello" payment or any other incentive payments at recruitment other than market forces supplements where these are determined in accordance with the provisions in Table 3.
- 4.6 Where appropriate, the Council pays removal and relocation allowances, as detailed in the Council's Recruitment and Selection Policy upon the presentation of approved receipts.

⁶ Available at https://www.hartlepool.gov.uk/info/20004/council_and_democracy/370/hartlepool_borough_councils_constitution

5. Senior Management Remuneration

5.1 The definition of 'Senior Management' in this statement mirrors the definition of 'Chief Officer' as detailed in Section 42(2) of the Localism Act 2011 i.e.

- the head of its paid service designated under section 4(1) of the Local Government and Housing Act 1989;
- its monitoring officer designated under section 5(1) of that Act;
- a statutory chief officer mentioned in section 2(6) of that Act;
- a non-statutory chief officer mentioned in section 2(7) of that Act;
- a deputy chief officer mentioned in section 2(8) of that Act.

Within Hartlepool, the above definition includes employees on JNC for Local Authority Chief Executives, JNC for Chief Officers in Local Authorities and NJC for Local Government conditions of service plus employees employed on other terms and conditions of employment as a result of TUPE (or similar) transfers.

5.2 The 'Senior Management' salary bands for implementation as at 1 April 2018 are set out in Table 2 overleaf.

5.3 In 2016, a two year 'cost of living' pay award was agreed nationally for Chief Executives and Chief Officers with 1% for 1st April 2016 to 31st March 2017 and a further 1% for 1st April 2017 to 31st March 2018. No national pay claim has been received for 2018. In 2016, the same two year agreement of 1% was agreed nationally that affected band 13-15 employees. In 2018 the national employers made a final offer to the Trade Unions covering the period 1st April 2018 to 31st March 2020. This is a complex offer that includes the introduction of a new pay spine for 1st April 2019. If accepted for bands 13-15 it would mean a 2% increase covering the period from 1st April 2018 to 31st March 2019 and a further 2% covering the period 1st April 2019 to 31st March 2020.

5.4 Any increments due are implemented automatically on an annual basis.

5.5 In respect of Chief Officers (those posts below the Chief Executive and Directors) in the Council operates with a small number of bandings to provide operational and strategic flexibilities, whilst providing a robust and competitive pay strategy to retain and attract high calibre staff.

Table 2 – Proposed Salary bands of ‘Senior Management’

Role	Annual Salary Band as at 1 April 2017	No of Points in Pay Band
Chief Executive	£142,814 – £153,015	6
Director of Children’s and Joint Commissioning	£102,010 - £112,211	6
Director of Adults and Community Based Services	£102,010 - £112,211	6
Director of Regeneration and Neighbourhoods	£102,010 - £112,211	6
Director of Finance and Policy	£102,010 - £112,211	6
Director of Public Health	£78,722 - £84,345	3
Chief Officer – Band A	£78,722 - £84,345	3
Chief Officer – Band B	£70,288 - £75,911	3
Chief Officer – Band C	£59,042 - £67,476	4

- 5.6 Information on ‘Senior Management’ responsibilities and remuneration will be published on the Council’s website⁸ in line with Local Government Transparency Code 2015⁹ and the Accounts and Audit Regulations 2015¹⁰.

6. Additional Benefits

- 6.1 Employees receive/have access to additional benefits (in addition to basic salary) as outlined in the Table 3 overleaf.

⁸ Available at: https://www.hartlepool.gov.uk/info/20004/council_and_democracy/430/local_government_transparency_code

⁹ Available at: <https://www.gov.uk/government/publications/local-government-transparency-code-2015>

¹⁰ Available at: <http://www.legislation.gov.uk/uksi/2015/234/contents/made>

Table 3 – Additional Benefits

Employees	Additional Benefit
All officers involved in delivering local, Parliamentary and/or European elections and/or referenda	Duty payments in connection with elections as determined locally in consultation with the other Tees Valley Councils and/or by statute depending on the duties concerned.
Employees in Development Scheme posts	Progression through pay bands where pre-determined progression criteria are met.
All employees whose pay reduces as a consequence of organisational change, job evaluation or redeployment	The pay protection arrangements detailed in the Council's Single Status Agreement apply to all employees as a means of assisting employees to adjust, over a 3 year period, to a reduction in pay arising from organisational change, job evaluation or redeployment. At the end of the 3 year protection period the standard pay arrangements apply.
All employees who are members of public sector pension schemes	<p>The Council operates the Local Government Pension Scheme (LGPS), the Teachers Pension Scheme (TPS) and the NHS Pension Scheme (PHPS) and makes employer pension contributions, as required, for all employees who elect to participate in one of the above schemes. The employer pension contributions from 1 April 2018 are as follows</p> <p>Local Government Pension Scheme -15.4% of pensionable pay</p> <p>Teachers Pension Scheme - 16.48% of pensionable pay</p> <p>NHS Pension Scheme – 14.38% of pensionable pay</p> <p>The contribution rates are regularly reviewed and set by actuaries advising the various Pension Funds.</p>
All employees in posts where there are particular recruitment and/or retention difficulties	As a general rule, the pay bands provide relevant and adequate compensation to attract and retain employees for the vast majority of posts and the necessity to apply a salary supplement should not exist. There may be specific circumstances, however, where an additional market forces supplement may be required to either attract hard to recruit categories of employees or to retain such employees within the employment of the Council. In all circumstances a business case will need to

	<p>be developed (and reviewed regularly) to support the payment of market supplements which will be approved by members in relation to posts subject to the Council's Officer Employment Procedure Rules¹¹ and by the Director of Finance & Policy in relation to all other posts.</p> <p>The market forces supplement arrangements detailed in the Council's Single Status Agreement apply to all employees.</p>
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Table 3 (cont) – Additional Benefits

Posts/Employees	Additional Payment
Chief Solicitor	Payment of £3,432 per annum for acting as Monitoring Officer to Cleveland Fire Authority. This cost is paid for by the Fire Authority and has not changed since 1 April 2010.
All permanent employees	Able to access the Council's Lease Car scheme through a salary sacrifice arrangement in accordance with Her Majesty's Revenues and Customs (HMRC) rules and at no cost to the Council.
Employees registered and in receipt of Childcare Vouchers via the Council run Scheme on 5 April 2018.	Able to continue to access the Council's Childcare Voucher scheme through a salary sacrifice arrangement in accordance with Her Majesty's Revenues and Customs (HMRC) rules and at no cost to the Council.
All employees	Able to access the Council's Cycle to Work scheme through a salary sacrifice arrangement in accordance with Her Majesty's Revenues and Customs (HMRC) rules and at no cost to the Council.
All employees	The Council pay a range of allowances/premium payments as detailed in National Conditions of Service (see Table 1).
All employees employed under the National Joint Council (NJC) for Local Government Services conditions of service	The Council pay a range of allowances/premium payments as detailed in the Council's Single Status Agreement subject to employees meeting the criteria for payment.

¹¹ Available at https://www.hartlepool.gov.uk/info/20004/council_and_democracy/370/hartlepool_borough_councils_constitution

7. Changes to Salaries

- 7.1 Changes in salary for employees will occur only as a result of
- the application of the provisions in Table 3.
 - Promotion.
 - significant changes to an employee's role which results in a different pay band being appropriate (as confirmed by the outcome of an appropriate job evaluation process, where appropriate).
 - an honorarium or ex-gratia payment being appropriate to recognise circumstances or events not covered by conditions of service.
 - progression of a maximum of one increment each year within previously agreed pay bands based on service.
 - changes in the working arrangements of employees.
- 7.2 The Council does not currently award any performance related pay or bonuses to any of its employees or require them to have an element of their basic pay 'at risk' to be 'earned back' through meeting pre agreed objectives.

8. Payments to all Employees upon Termination of Employment and Public Sector Exit Payment Recovery

- 8.1 Employees who cease to hold office or be employed by the Council will receive payments based on entitlement within their contract of employment, their general terms and conditions and existing policies¹² in relation to the Local Government Pension Scheme¹³, specifically the Local Government (Early Termination of Employment) (Discretionary Compensation) (England and Wales) Regulations 2006¹⁴ and Local Government (Discretionary Payments) (Injury Allowances) Regulations 2011¹⁵.
- 8.2 In accordance with the Council's Constitution, the determination of early retirement applications which do not generate sufficient savings to ensure that the costs of the application (including salary paid in lieu, redundancy compensation, strain on the pension fund, holiday pay and any bonuses, fees or allowances paid) are recovered within a pay-back period of 3.05 years or less are considered by members of the Personnel Sub Committee. Officers determine all other early retirement applications. This arrangement complies with previous Audit Commission guidance, has worked very well for a number of years and is an effective and efficient way of dealing with early retirement applications.

¹² Available at: http://www.hartlepool.gov.uk/meetings/meeting/3119/finance_and_policy_committee (see Appendix A of item 6.6)

¹³ Available at: <http://www.lgpsregs.org/>

¹⁴ and ¹⁵ Available at: <http://timeline.lge.gov.uk/regidx.html>

- 8.3 The Council, under the provisions of The Small Business, Enterprise and Employment Act 2015, implementing the Public Sector Exit Payment Recovery Regulations, with effect from 1st April 2016, will seek to recover, on a tapered basis, any public sector exit payments made under these regulations. This applies to those public sector workers who earned £80,000 per year or more and return to work for a public sector employer within 12 months of receipt of the exit payment.

9. Lowest Paid Employees

- 9.1 The lowest paid employees from 1st April 2017 will be remunerated at JNC for Government Services spinal column point 11 (equivalent to £15,807 per annum, £8.19 per hour) as a consequence of the Council increasing its own Living Wage for its employees with effect from 1 December 2015. The pay offer made nationally to trade unions, if accepted, would increase the JNC rates at spinal column point 11 to £8.82 per hour thereby surpassing both the current Hartlepool Living Wage and the National Living Wage; the latter is set to increase to £7.83 per hour on 1st April 2018. The offer also identifies a JNC minimum scale point of £9.00 per hour from 1st April 2019 linked to a new national pay spine.
- 9.2 The Council introduced its Single Status Agreement on 1st April 2007. The lowest paid employees within the Council are appointed to jobs which have been evaluated using the NJC Job Evaluation Scheme and are remunerated accordingly.
- 9.3 The relationship between the rates of pay for the lowest paid and for senior management is determined by the processes used for determining pay and grading structures as set out earlier in this Policy Statement.
- 9.4 The Council's 'median pay multiple', which complies with the Local Government Transparency Code 2015¹⁶, is the ratio between the taxable earnings of the highest paid employee and the median taxable earnings of the whole of the Council's workforce. The Chief Executive with a pay band of £142,814 - £153,015 at 1st April 2017 rates, is the highest paid employee.

16 Available at <https://www.gov.uk/government/publications/local-government-transparency-code-2015>

9.5 The 2017 'pay multiple' with comparative data is detailed in Table 5.

Table 5 – 'Pay Multiple'

Date	Taxable earnings of the highest paid employee	Median taxable earnings of the whole of the Council's workforce	Pay multiple based upon the taxable earnings of the highest paid employee
31 March 2014	£140,833	£17,051	8.26
31 March 2015	£142,833	£18,211	7.84
31 March 2016	£119,610 ¹⁷	£18,074	6.62
31 March 2017	£126,772	£18,383	6.90

N.B. The pay multiple changes each year as a consequence of a combination of the taxable earnings of the highest paid employee increasing due to incremental progression within the pay band of £142,814 - £153,015, the time they are in post and the median taxable earnings of the whole of the Council's workforce changing.

9.6 The Council will generally aim to ensure that the basic pay 'pay multiple' does not exceed a value of ten.

10. Employment of Individuals already in receipt of a public sector pension

10.1 The Council does not generally support the employment of individuals already in receipt of public sector pensions in respect of posts subject to the Officer Employment Procedure Rules as doing so potentially restricts the recruitment of younger workers who may be disadvantaged in the labour market. However, there may be circumstances where the employment of an individual with a public sector pension is the most effective and efficient way of meeting the Council's needs. Members will approve any appointments in respect of posts subject to the Officer Employment Procedure Rules¹⁸.

10.2 In respect of posts not subject to the Officer Employment Procedure Rules the Council does not generally support the employment of former Hartlepool Council employees who have accessed their pensions when they left the employment of the Council as doing so potentially restricts the recruitment of younger workers who may be disadvantaged in the labour market. However there may be circumstances where the employment of former Council employees who have accessed their pensions when they left the employment of the Council in posts not subject to the Officer Employment Procedure Rules¹⁸ is the most effective and efficient way of meeting the Council's needs. In these circumstances the Chief Executive (in his/her role as head of the paid service) will formally approve any appointments.

¹⁷ The Chief Executive was appointed part way through 2015/16

¹⁸ Available at https://www.hartlepool.gov.uk/info/20004/council_and_democracy/370/hartlepool_borough_councils_constitution

11. Employment Of Individuals under a Contract For Services

The Council does not generally support engaging individuals under a 'contract for services' where the Council is not required to make either pension or national insurance contributions for such individuals as it supports the Government's commitment to tackling all forms of tax avoidance and recognises that public appointments that involve arrangements whereby savings in tax and National Insurance contributions are made may be at the expense of other taxpayers or other parts of the public sector. However there may be exceptional circumstances where engaging an individual under these terms is the most effective and efficient way of meeting the Council's needs. If this situation applies formal approval will be sought from members in relation to posts subject to the Officer Employment Procedure Rules¹⁸ and from the Chief Executive (in his/her role as head of the paid service) in respect of other posts and individuals will be sourced through an appropriate procurement process in accordance with the Council's Contract Procedure Rules (which ensure the Council is able to demonstrate the maximum value for money benefits from competition in securing the relevant service).

12. Income Tax and National Insurance

- 12.1 The Council does not enter into arrangements with individual employees to minimise their tax and national insurance contributions other than via salary sacrifice schemes in accordance with Her Majesty's Revenues and Customs (HMRC) rules.

13. Use of Agency Workers

- 13.1 The Council does not generally support using agency workers. However there may be circumstances where engaging agency workers is the most efficient and effective way of meeting the Council's needs. If this situation applies, formal approval will be sought from the relevant Assistant Director. Agency workers operating in the Council receive at least the Hartlepool Living wWage initially and at least the pay of comparable employees after 12 weeks of qualifying service.

14. Apprentices

- 14.1 Apprentices are paid the appropriate national minimum wage (depending upon individual circumstances).
- 14.2 Employees with substantive jobs who undertake apprenticeships via the Council's Adult Education service within their current duties and responsibilities will continue to be paid in accordance with their contract of employment.

15. Use of Zero Hours Contracts

- 15.1 The Council does not generally support the use of zero hours contracts. However there may be circumstances where the use of zero hours contracts is

the most effective and efficient way of meeting the Council's needs and the Director of Finance and Policy (or nominees) will determine when this applies. Where employees are employed on a zero hours contract they are employed on a permanent or fixed term basis, are entitled to request a review of their contracted hours at any time after six months in post and are not prevented from working for other employers.

16. Contractors

- 16.1 The Council requires that contractors comply with the national minimum wage legislation and the new national living wage legislation with effect from 1st April 2016 in all new and extended Council contracts and encourages all contractors to pay the Council's Living Wage (see 9.1 above) and avoid the use of zero hours contracts (see 15.1 above).
- 16.2 The Council will encourage all local employers employing 250 or more employees to publish their pay multiple.



2018-0006280POGibb

Rt Hon Nick Gibb MP
Minister of State for School Standards

Sanctuary Buildings, 20 Great Smith Street, Westminster, London, SW1P 3BT
tel: 0370 000 2288 www.education.gov.uk/help/contactus

Councillor Paul Beck
Ceremonial Mayor
Hartlepool Borough Council
Civic Centre
Hartlepool
TS24 8AY

Your ref: PB/SR

12 February 2018

Dear Councillor Beck

Thank you for your letter of 23 January, addressed to the Secretary of State, regarding school funding. I am replying as the Minister of State for School Standards.

The Government is determined to create a country that works for everyone. We are delivering on our promise to reform the unfair, opaque and outdated school and high needs funding systems, and introduce national funding formulae. This historic reform means that, for the first time, school and high needs funding will be distributed according to a formula based on the individual needs and characteristics of every school in the country. Resources will, therefore, be directed to where they are needed most, providing transparency and predictability for schools and local areas.

The introduction of the national funding formulae is supported by significant extra investment. The Government is investing an extra £1.3 billion in schools and high needs over the period 2018-19 and 2019-20, over and above the budget set at the Spending Review in 2015. Core funding for schools and high needs will rise from almost £41 billion in 2017-18 to £42.4 billion in 2018-19 and £43.5 billion in 2019-20. This will allow us to maintain school and high needs funding in real terms per pupil for the next two years.

We have published the end point figures for the formula, which set out what every school will receive if the formula is implemented in full, based on 2017-18 data. We have been clear throughout that it is our intention to move to full implementation of the formula, and this remains the case. If it is fully implemented, Hartlepool will see an increase of 1.1 per cent overall.

The funding floor ensures that every school will attract at least 0.5 per cent more funding through the formula in 2018-19, and 1 per cent more in 2019-20, compared to their baseline. You will understand that any spending plans beyond 2019-20 are subject to the next Spending Review, and I am therefore not able to make commitments beyond that point.

We are particularly focused on supporting children who face the greatest barriers to success, and that is why we are also committed to reforming funding for children and young people with high needs. The additional investment in high needs means that every local authority will see a minimum increase in high needs funding of 0.5 per cent in 2018-19, and 1 per cent in 2019-20. Previously underfunded local authorities will receive up to 3 per cent per head gains a year for the next two years. Overall, local authorities will gain, on average, 4.6 per cent for their high needs budgets.

As a result of the new formula, in 2018-19, Hartlepool council will see a 3.2 per cent increase in its funding for high needs, compared to its planned spending in 2017-18. In December we notified all local authorities of their provisional high needs allocations and, for Hartlepool, this amounts to £10.6m.

With best wishes.

Yours sincerely

Nick Gibb

COUNCIL

15 March 2018



Report of: Chief Executive

Subject: BUSINESS REPORT 2

5. ELECTORAL REVIEW OF HARTLEPOOL BOROUGH COUNCIL

- 5.1 As Members will be aware from my previous report to Council on 14 December, 2017, the Local Government Boundary Commission for England has decided to conduct an electoral review of Hartlepool Borough Council. At that meeting Council resolved to form a Member Working Group that would be politically balanced and comprise eleven members including all the political group leaders. Working alongside Members is an Officer Working Group to support the preparation of the Council's submission in relation to this review by the Commission.
- 5.2 The Commission are guided by certain statutory criteria, namely; electoral equality (the ratio of electors to Councillors in each ward being similar), community identity and to 'promote effective and convenient local government.' However, the first part of this review focuses on the optimum 'council size', namely the overall composition of the council having regard to its governance structure, future trends, challenges and demands. The Member Working Group previously met and more latterly on 6 March, 2018, considered the draft submission as appended to this report (**Appendix 3**). That submission recommends that the 'council size' for Hartlepool Borough Council should be at least 36 Members, for the reasons outlined in that submission. Council is asked to endorse this recommendation.
- 5.3 The submission is required to be presented to the Commission by 24 April, 2018. Given that notice of local government elections within the Borough will be published on 23 March, it is prudent for Council to determine its approach to 'council size' before purdah and that I be given delegated authority to formally submit the Council's Submission.
- 5.4 For the general information of members, after the Commission have determined their view on 'council size' the next and more detailed part of the review will focus on 'warding arrangements'. Final recommendations would be made by the Commission in early February, 2019, which would be subject to Parliamentary Order in March, 2019. If an Order is so made the new electoral arrangements would see 'all out' elections within the Borough in May, 2020.

Recommended

1. That Council considers and resolves to endorse the submission on 'council size' as appended herewith (**Appendix 3**).
2. The Chief Executive Officer be given delegated authority to submit the Council's proposals to the Local Government Boundary Commission for England.

6. TEES VALLEY COMBINED AUTHORITY – OVERVIEW AND SCRUTINY COMMITTEE

- 6.1 I have been contacted by the Managing Director of the Tees Valley Combined Authority to advise that as a result of this Council's UKIP members leaving to form an independent group, there is a change to the formula for calculating the (Tees Valley wide) political balance of the Combined Authority's scrutiny committee. The consequence is that the Council's Labour group is now entitled to appoint to all three of the Hartlepool seats.
- 6.2 You will be aware that Councillor Trueman (Lab) and Councillor Moore (formerly UKIP) were appointed by Council to the Committee and that there is also a vacancy on the Committee.

Labour nominations are sought to replace Councillor Moore on the Committee and also to the vacant seat.

7. STATUTORY OFFICER ROLES

- 7.1 Further to my e-mail communication to Members on 7 March, 2018, that Peter Devlin, Chief Solicitor and Monitoring Officer was to leave the Council with effect from 31 March, 2018, there is a need to ensure that the statutory and related roles of Mr Devlin are accommodated by other officers, following his departure.
- 7.2 It is my intention, therefore, that with effect from 1 April, 2018, Hayley Martin, Head of Legal Services (Place) should on an interim basis cover the duties of Chief Solicitor but also act as the Council's Monitoring Officer under Section 5 of the Local Government and Housing Act, 1989. This will allow continuity in these roles (Ms Martin is presently the Deputy Monitoring Officer) and allow the opportunity to fully appraise these positions in relation to the capacity and resilience needed within the Council's Legal Services.
- 7.3 Mr Devlin is also the Council's Returning Officer under the Representation of the Peoples Act and also acts as the Council's Electoral Registration Officer. I intend to assume these roles from 1 April, 2018, and Council is requested to endorse these recommendations.



Electoral Review

Council size submission



March 2018

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Introduction

The Council was informed by the Local Government Boundary Commission for England that an Electoral Review of Hartlepool Borough Council would be undertaken as part of their work programme in 2018/19. The review commenced on the 24 November 2017 with a presentation to elected members by the Commission. At their meeting on 14 December 2017 the Council agreed to convene an Electoral Review Member Working Group (which they resolved should also be politically balanced) comprising 11 Members including all Political Group Leaders. In addition an Officer Working Group has been established to support the preparation of the Council's submission.

The first stage of the electoral review concerns itself with submissions on 'Council Size'. Submissions are required to be submitted by the 24 April 2018.

This submission sets out the Council's position on what they believe should be the optimum Council size based on the system of governance that the Council operates, future trends and a Council that reflects effective, convenient and also responsive local government for its community. This submission has been prepared by the Officer Working Group endorsed by the Electoral Review Member Working Group with a resolution of Council at their meeting on 15 March, 2018, that for the reasons contained in this submission, the Council Size for Hartlepool Borough Council in the future, should be at least 36 members, from the current complement of 33. Council believes that this provides a mandate (the resolution had unanimous Council support) for a progressive Council to meet future challenges and demands.

The last electoral review within Hartlepool was only completed in January 2012 and saw the number of Councillors reduce from 47 (excluding the Elected Mayor, see further below) to 33. There was similarly a reduction in the number of wards from 17 to 11. This led to 'all-out' elections being held in May 2012. At this time the Council operated under executive arrangements (a Directly Elected Mayor and Cabinet system of governance).

Since the last electoral review the way in which the Council operates has changed significantly. A mayoral referendum was held in 2012 which led to the abolition of the Directly Elected Mayor and Cabinet system in May 2013 and the introduction of a new Committee based system. The Council now operates with the form of governance through a Leader and with 5 Policy making Committees reflecting the Council's structure. This approach was endorsed and supported by DCLG and reflected earlier guidance issued through DETR/LGA/I&DeA ('New Council Constitutions – Dec 2000). There is a moratorium now in place which entails that the Council cannot change their governance arrangements until November 2022 at the earliest, which reflects the earlier referendum being held in November, 2012. This provides the Council with a long period of stability.

In addition the political environment surrounding the Council has changed and the requirements on the Council to take part in cross-local authority boundary arrangements have increased with the introduction of the Office of the Police and Crime Commissioner and the Tees Valley Combined Authority as established under the Tees Valley Combined Authority Order 2016. This order included the five Tees Valley constituent local authorities together with representation through the Local Enterprise Partnership. The Combined Authority with functions and powers relating to economic development and regeneration has had a major impact on the roles and responsibilities and consequential workloads of elected members. More detail on the implications of these changes are set out in the sections below.

The Borough of Hartlepool

Hartlepool is situated on the north-east coast of England and is the smallest of the 5 boroughs which make up the Tees Valley and the second smallest unitary authority in the country. The Borough is approximately 36 square miles in size and comprises the town of Hartlepool the coastal areas of Seaton Carew and the Headland and the rural communities of Greatham, Hart, Elwick, Dalton Piercy, Newton Bewley and Wynyard.

The latest figures from the Office of National Statistics (Mid-Year Population Estimates 2016) set out that Hartlepool is home to 92,817 people who occupy 43,500 homes. Of our residents 17,700 are 15 years old or younger (19.1%), 57,645 are between 16 and 64 years old (62.1%) and 17,472 are 65 years old or older (18.8%). The proportion of older residents is increasing and by 2032 it is projected that one in four of our population will be over 65 years old. The percentage of the population that is female is 51.2% with 48.8% male. The 2011 census identified that 2.3% of the Borough's population identified themselves as Black or Minority Ethnic (BME).

The Borough currently has 11 wards each represented by 3 elected members following the last electoral review. Elections are by thirds which means that there are local elections in 3 out of every 4 years. As at 1 March 2018 the Council is led by a Labour majority administration with 19 out of 33 Councillors representing Labour. The other political parties represented include Conservatives (3 Elected Members), Putting Hartlepool First (3 Elected Members), Hartlepool Independent Group (5 Elected Members) and UKIP (1 Elected Member) there are also 2 Independent Elected Members. There is one Member of Parliament whose constituency presently covers the same geographical area as the Borough of Hartlepool.

There are currently 5 Parish Councils within the Borough of Hartlepool – Dalton Piercy, Elwick, Greatham, Hart and Headland. In addition there are a large number of local Resident's Associations and Voluntary and Community Sector Groups across the Borough.

Hartlepool has areas of significant deprivation and is ranked the 18th most deprived out of the 326 districts in England for rank of average score in the Index of Multiple Deprivation 2015. This picture is most starkly demonstrated when you consider the proportion of Lower Super Output Areas (LSOAs) within the most deprived 10% nationally where Hartlepool is ranked 10th most deprived out of 326. Within Hartlepool 4 out of 11 wards are within the 5% most deprived nationally and this rises to 6 out of 11 wards within the 10% most deprived nationally. This picture is also reflected in national measures of poverty with Government figures estimating the level of child poverty in Hartlepool to be 32% (2015) and also that 21.24% of children are living in workless households (2014). In addition 55% of properties in Hartlepool are within Council Tax Band A and less than 14% are in Band D and above.

Health inequalities in Hartlepool pose a challenge for the Local Authority. Whilst nationally life expectancy figures for men and women are 79.5 and 83.1 respectively, life expectancy at birth for men in Hartlepool is 76.8 years, of which **only 57 years will be spent in good health** (compared to a national figure of 63.4 years). Similarly for women in Hartlepool, life expectancy at birth is 81.3 with **only 55.2 years in good health**, compared to 64.1 nationally¹.

Not only are there significant inequalities between Hartlepool and the rest of England, there are also huge differences between wards within Hartlepool, with life expectancy varying by as much as 10 years from the most to the least affluent areas of the Borough. Reducing these health inequalities, and improving the overall health and wellbeing of our residents, continues to be a priority.

The Council has a clearly established ambition for the future of the Borough which is set out in the Council Plan 2017-2020. This Plan sets out what the Council will do over the next few years to drive us towards our ambition that Hartlepool will be a vibrant, welcoming and inspiring place to live, work, invest and grow up in. The Council Plan identifies our 6 strategic priorities for the Borough as:

- Growing our Economy, Jobs and Skills
- Regenerating our town
- Developing and promoting Hartlepool as a great place to live
- Developing new services for people and communities
- Building better beginnings and better futures for our children and young people
- Providing effective leadership based upon innovation and efficiency

¹ Data from the Director of Public Health's Annual report (2016/17)

Governance and Committee Structures

Responsibility for functions

The Council has adopted a Constitution, which sets out how the Council operates, how decisions are made, the procedures that are followed to ensure that these decisions are efficient and transparent, and sets out the terms of reference for the Committee structure. The Constitution was developed in accordance with the Local Government Act 2000. In proceeding with the review of the Council's Constitution, the Council was guided by the earlier *DETR* document "New Council Constitutions – Modular Constitutions for English Local Authorities" and accompanying "Guidance to English Local Authorities" (2000) as well as the Local Authorities (Committee System) (England) Regulations, 2012. An officer working group supported a cross party governance working group in developing proposals for the new Constitution in line with the outcome of the Mayoral referendum. The new Constitution was agreed on 6 March, 2013 and changes to the Constitution will only be approved by the Council after consideration of any proposals through recommendations of the Constitution Committee.

The Council maintains a list in Part 3 of the Constitution setting out the responsibilities for the Council's functions and those functions (other than those matters expressly reserved to Council) to be exercised either through a Policy, Regulatory or other Committee or Sub-Committee (Appendix 1 refers). The structure of the Council operating a Committee system under the Localism Act 2011 is shown in Appendix 2.

It is notable that under the current governance arrangements all Councillors have collective responsibility and are the ultimate policy-makers and determine, as a Council, the budget and policy framework. Whereas, the previous executive arrangements limited the policy role to an elected mayor and cabinet, the council's present system of governance entails that all members can be involved in matters of policy and, therefore, the overall strategic direction of the council. Within the Mayoral Combined Authority participating members from this council have roles including those in relation to Transport, Education, Employment and Skills, and Culture and Tourism.

Most day to day decisions are made by Policy Committees, Sub-Committees or through delegation to Officers. The Council has 5 Policy Committees which deal with those functions, plans and strategies and service areas as set out within Article 7 and Part 3 (Functions and Responsibilities) of the Constitution. When major decisions (key decisions, Appendix 3 refers) are to be discussed or made, then these are published in the Council's Forward Plan insofar as they can be anticipated. Members chose to carry this function forward from the previous governance system recognising best practice in transparent and open decision making. Any decisions that are outside the budget and policy framework must be referred by a Policy Committee to Council for a decision. A Policy Committee also has the discretion to refer any matter to Council for

determination. In addition, not less than 17 Members of Council (at least one half of the composition of Council) may request the referral of a major decision to Council for debate and decision in accordance with the Rules of Procedure set out within Part 4 of the Constitution. Committees also carry out a number of regulatory functions, including dealing with planning applications, licensing and most other regulatory business. The Health and Wellbeing Board operates as a Council Committee.

There is also recognition within Part 2 of the Council's Constitution to Joint Committees/Joint Arrangements, namely the Cleveland Police and Crime Panel, Cleveland Emergency Planning Joint Committee and Archives Joint Committee. On the same theme, there is recognition of the Council's statutory obligation to combat crime and disorder and therefore there is now specific reference to the "Safer Hartlepool Partnership". The Corporate Parent Forum has linkage to the Children's Services Committee. There is also reference within the Constitution to those co-optees who are required, for example, when the Council is discharging certain education functions.

Public engagement includes the two area Community Forums, namely North and Coastal Community Forum and South and Central Community Forum. Finally, there are certain "advisory" bodies, most notably the Joint Consultative Committee.

Functions of the Council

The Council exercises the following functions:

- i) adopting any changes to the Constitution;
- ii) approving or adopting the policy framework and the budget following recommendations from a Policy Committee;
- iii) to represent the views of the local community on matters of significance including making decisions about any matter in the discharge of a function which is covered by the policy framework or the budget, where the decision maker is minded to make it in a manner which would be contrary to the policy framework or contrary to/or not wholly in accordance with the budget (this is subject to the Budget and Policy Framework Procedure Rules and the Access to Information Procedure Rules in Part 4 of the Constitution);
- iv) agreeing and/or amending the terms of reference for Committees, deciding on their composition and making appointments to them (unless specified otherwise in this Constitution);
- v) appointing representatives to outside bodies unless the appointment has been delegated by the Council;

- vi) adopting an allowances scheme under Article 2.05;
- vii) changing the name of the area, conferring the title of Honorary Alderman and Alderwoman or Freedom of the Borough;
- viii) confirming the appointment of the Head of Paid Service;
- ix) making, amending, revoking, re-enacting or adopting bylaws and promoting or opposing the making of local legislation or personal Bills;
- x) all other matters which by law must be reserved to Council.

Policy Committees

The Council appoints the Policy Committees. The Council has determined that Plans and Strategies for the alleviation of child poverty within the Borough should be reflected across all Policy Committees. Part 3 of the Constitution sets out the functions to be discharged by the Committees as outlined below:

Finance and Policy Committee	11 Members of the Authority (Chaired by the Leader of the largest majority group)
Functions: Responsibility for the financial and other resources of the Authority, for formulating, developing and implementing the Authority's plans and strategies under the budget and policy framework. Additional service area responsibility including asset management, strategic procurement, electoral services, revenues and benefits, social welfare and public health, under the Health and Social Care Act 2012, including the development of partnership working.	
Children's Services Committee	Chair to be Lead Member for Children's Services and 6 Members of the Authority and co-optees (together with education representatives when discharging education functions) Observer – Chair of Adult Services Committee.
Functions: Responsible for children's services, including child protection to	

<p>children and young people. Exercising the Council's functions as Local Education Authority. The oversight of the Children's Strategic Partnership Board for the purposes of the Children Act 2004.</p>	
<p>The Corporate Parent Forum is a Sub-Committee of the Children's Services Committee and is responsible for the development, implementation and review of the Council's Corporate Parent Strategies and Policies in order to ensure that the Council's duty as a 'Corporate Parent' is discharged properly, effectively and consistently. The Forum comprises 7 Members of the Authority (comprising the membership of Children's Services Committee), 4 non-voting co-optees, 2 Officers and the Chair of the Adult Services Committee is an observer on the Forum.</p>	
Adult Services Committee	<p>Chair to be Lead Member for Adult Services and</p> <p>6 Members of the Authority</p>
<p>Functions:</p> <p>Responsible for adult social care and related services.</p>	
Regeneration Services Committee	7 Members of the Authority
<p>Functions:</p> <p>Responsible for public protection, housing policy including housing market renewal and strategy, economic development and regeneration, building control and planning (except for development control and management functions delegated to the Planning Committee) and sustainability, trading standards, culture and information services including libraries and community buildings and museums and art gallery, sport and recreation including leisure centre management, sport and physical activity and Carlton Outdoor Education Centre and Tees Archaeology.</p>	
Neighbourhood Services Committee	7 Members of the Authority
<p>Functions:</p> <p>Responsible for waste, coastal protection and flood defence, highways and traffic management (including integrated transport and partnership working) neighbourhood management and community safety.</p>	

Regulatory and other Committees

The Council appoints Committees to undertake a variety of regulatory and other functions that are the responsibility of the Council. These Committees are set out below:-

Audit and Governance Committee	7 Members of the Authority (chair and vice chair positions to be held by Members who are not in the majority group and comprising Members not on Finance and Policy Committee), (Independent Person(s) and Parish Council representatives when dealing with standards functions) and one fully co-opted representative from a responsible local policing body during consideration of Crime and Disorder matters.
Functions: Financial governance and stewardship, risk management and audit, making appointments to the Independent Remuneration Panel, dealing with issues of conduct against Members and promoting and maintaining high ethical standards. The discharge of all statutory scrutiny functions relating to Health and Wellbeing under the Health and Social Care Act 2012 and Crime and Disorder for the purposes of the Police and Justice Act 2006. NB: A Personnel Sub-Committee (quorum 3 Members) will deal with workforce appeals and related matters.	
Personnel Sub-Committee	3 Members of the Authority from a rota from the membership of the Audit and Governance Committee. The Member of any Sub-Committee should not include both the Chair and Vice-Chair of the Audit and Governance Committee at the same time.
Functions: This Sub-Committee deals with appeals against dismissals and grievances in accordance with the Council's workforce policies and procedures.	

Planning Committee	11 Members of the Authority
Functions: Exercise the Council's Development Control and Management functions including Conservation, Town and Village Greens, Commons Registration and Public Rights of Way.	
Licensing Committee	12 Members of the Authority
Functions: Discharges the Council's functions under the Licensing Act 2003 and the Gambling Act 2005. Additional responsibility in dealing with applications relating to private hire vehicles, hackney carriages and the determination of the appeals, consents, licences and premises as delegated to the Committee. NB: A Licensing Sub-Committee will deal with individual applications and 'day to day' decisions as determined by the Committee. The Sub-Committee will consist of 3 Members when dealing with Licensing Act matters and 4 Members in all other cases, selected from a fixed rota of the Committee (including the designation of the chair of the Sub-Committee), that has been pre-determined by the Committee at the beginning of each municipal year, and maintained by Democratic Services.	

The Council will appoint such other Committees/Sub-Committees as it considers appropriate to exercise any of its functions.

Community Forums

The Council established two Community Forums; 'North and Coastal' and 'South and Central'. These Forums (operating on neighbourhood management boundaries) bring an area dimension to the work of the Council. They allow local people to raise issues of concern, principally relating to neighbourhood management services, and act as a very important mechanism for community involvement and engagement for the Council. Both meetings take place in the Civic Centre on the same day on a quarterly basis. Each Councillor is a Member of the Community Forum for his/her ward as follows:-.

North and Coastal Community Forum

Comprising the following wards:

- | | |
|------------|------------------------|
| ♦ De Bruce | ♦ Headland and Harbour |
| ♦ Jesmond | ♦ Hart |
| ♦ Seaton | |

South and Central Community Forum

Comprising the following wards:

- | | |
|---------------|---------------------|
| ♦ Burn Valley | ♦ Fens and Rossmere |
| ♦ Foggy Furze | ♦ Manor House |
| ♦ Rural West | ♦ Victoria |

Each Forum has an Elected Member Chair and Vice-Chair who represents the Forums on such other Forums and Groups as the Council may determine.

Committee Meetings and Member Attendances

A table attached as Appendix 4 identifies the number, frequency and expected attendances of Members on an annual programmed basis.

Advisory bodies

The Council appoints the advisory bodies set out in Part 7 of the Constitution (Appendix 5 refers). The Council or a Policy Committee may from time to time establish a Working Group or ad hoc panels, the membership being drawn from Members of the Council and/or non-voting co-optees. The proceedings and recommendations or advice from such group or panel is reported to the appropriate Policy Committee.

Scrutiny Arrangements

Scrutiny in Hartlepool focuses solely on fulfilling its statutory responsibilities in relation to health and crime and disorder, as defined within the Health and Social Care Act 2012 and Police and Crime Act 2006. These statutory roles are delegated to the Audit and Governance Committee, with responsibility to:-

- i) **Review and scrutinise matters relating to the planning, provision and operation of health services** (on a local and regional level). As local authorities have a responsibility to not only look at themselves, but also all health service providers, and any other factors that affect people's health, the Audit and Governance Committee undertakes detailed scrutiny reviews covering the following areas. The Committees recommendations presented to Full Council (and / or Policy Committees where appropriate), 'responsible persons' from relevant NHS or health service providers and other relevant agencies:

- Health issues identified by the local population;
- Proposed substantial development or variation in the provision of health services in the local authority area²;
- The impact of interventions on the health of local inhabitants;
- Delivery against key national and local targets, particularly those which improve the public's health;
- Development of integrated strategies for health improvement;
- Accessibility of services that impact on the health of local people to all parts of the local community;
- Referrals from Council / Policy / other Council Committees and Healthwatch; and
- Recommending to Council that referrals be made to the Secretary of State where there are concerns over insufficient consultation on major changes to services.

- ii) **Act as the Council's Crime and Disorder Scrutiny Committee**, with the power to review or scrutinise:

- Decisions made or other action taken by the Community Safety Partnership;
- The work of partners, insofar as their activities relate to the partnership itself;
- Decisions made or other action taken, in connection with the discharge by responsible authorities³ of their crime and disorder functions. Key areas being:

² Except where a decision has been taken as a result of a risk to safety or welfare of patients or staff

³ Responsible authorities - the Council, the Police, the Fire Authority and the Health Bodies

- Policy development – including in-depth reviews;
 - Contribution to the development of strategies;
 - Holding to account at formal hearings; and
 - Performance management.
- Any local crime and disorder matter (as defined by Section 19 of the Police and Justice Act 2006 - Councillor Call for Action), making recommendations to Council, or appropriate Policy Committee.

The role of Scrutiny in Hartlepool is an integral part of the process for the provision of effective services in the town and key to this is the ability to work proactively through the setting of challenging and diverse Work Programmes and reactively in dealing with referrals and potential Councillor Calls for Action. Ensuring quality of scrutiny input in to the democratic process and delivery of services continues to be a priority with 15 formal meetings of the Audit and Governance Committee were held in 2016/17.

Essential to every element of the process, from work programming to final reports, is the involvement of well informed, enthusiastic Councillors.

Membership

The membership of the Audit and Governance Committee consists of 7 Elected Members, with the ability to co-opt representatives from outside bodies to assist in the conduct of its crime and disorder statutory scrutiny function. The maximum number of Councillors in Hartlepool who are eligible to participate as Scrutiny members is limited to 22 by the prohibition of the 11 members of the Finance and Policy Committee from serving on Scrutiny. In addition to this, eligibility to take up the positions of Chair and Vice Chair is restricted by the Council's Constitution⁴, with only those who are not in the majority group (totalling 14) eligible.

Membership of the Audit and Governance Committee is politically balanced, as are the memberships of all joint arrangements detailed below.

⁴ Hartlepool Borough Council Constitution – Responsibility for Functions (Part 3)

Joint Arrangements

a) Health - Hartlepool has a responsibility to not only look at itself, but to also look at all health service providers and any other factors that affect people's health. The value of Scrutiny involvement is clearly demonstrated in ensuring that Hartlepool's voice is heard on a Tees Valley and Regional basis around key issues such as the location and provision of health service. In fulfilling this role, Members of the Audit and Governance Committee take an active role in a variety of joint scrutiny arrangements:-

i) Permanent Joint Committees:

- Tees Valley Joint Health Scrutiny Committee*; and
- North East Joint Health Scrutiny Committee*;

* 3 Members, chaired and supported on a rota basis.

ii) Long term joint committees, created to respond to substantial variations of services (3 members)⁵:

- Durham Darlington and Teesside, Hambleton, Richmondshire and Whitby (Sustainability and Transformation Partnership*) Joint Health Scrutiny Committee.

*Sustainability and Transformation Partnership now to be called the Accountable Care System (ACS).

Scrutiny members in 2016/17 attended 23 joint committee meetings, which included 'subject specific' joint committees, created to respond to substantial variations of services that impact on the level and quality of services for residents of Hartlepool (as required on statute³). The challenging nature of service change across the NHS is likely to result in the need for the creation of additional committees of this type, as the delivery of the aims of the Five Year Forward View (2014) continues.

b) Crime and Disorder (Police and Crime Panel) -The Police and Crime Panel is a Joint Committee for the Boroughs of Hartlepool, Stockton, Middlesbrough and Redcar and Cleveland to fulfil the functions within the Police Reform and Social Responsibility Act 2011, including scrutiny of the elected Police and Crime Commissioner for the Cleveland Police Force

⁵ Local Authority (Public Health, Health and Wellbeing Boards and Health Scrutiny) Regulations 2013 (superseding the 2002 Regulations under the Health and Social care Act 2001)

Area. This has further added to the workload of the 2 Hartlepool elected members appointed to the Panel.

- c) Tees Valley Combined Authority Overview and Scrutiny - Under the requirements of the Combined Authorities (Overview and Scrutiny Committees, Access to Information and Audit Committees) Order 2016, a fundamental aspect of the operational of the Combined Authority is the establishment of an effective overview and scrutiny committee.

The role of the Tees Valley Combined Authority Overview and Scrutiny Committee is crucial in holding the Mayoral Combined Authority to account for its decisions and actions. Participation in the work of this Committee ensures that Hartlepool's voice is heard and since its inception in September 2016, a total of 12 meetings of the body have been held. This has further added to the workload of the 3 Hartlepool elected members appointed to the Committee.

Outside Bodies and Joint Arrangements

On an annual basis, Council appoints Members to serve on a range of Outside Bodies as set out in Part 7 of the Constitution (Appendix 5). The commitment of Members to the Tees Valley Joint Arrangements has increased significantly with the creation of the Tees Valley Combined Authority and the additional commitments associated thereto.

There are 56 Outside Organisations and Other Bodies to which the Council appoints. The number of required appointments total 108 with required appointments varying from 1 to 4 seats. A number of the Joint Committees and other appointments are required to be politically balanced.

The appointments include a number of scrutiny bodies to which Members participate as follows:-

- Tees Valley Joint Health Scrutiny Committee
- Regional Health Joint Scrutiny Committee
- Better Health Programme Joint Health Scrutiny Committee
- Tees Valley Combined Authority – Overview and Scrutiny Committee

On an annual basis, the Council appoints also a number of Member Champions as follows:-

- Armed Forces Champion (HBC representative on the Tees Valley Armed Forces Forum and Hartlepool Armed Forces Liaison Group)
- Heritage Champion (Member of Planning Committee)
- Mental Health Champion
- Older Persons Champion (Chair of Adult Services Committee)

Joint Committees and Partnership Board

The Council makes appointments to the Joint Committees and Partnership Boards to exercise the functions as set out in the table below.

Joint Archives Committee	1 Member from each of the Local Authorities.
Functions: A Joint Committee of the Boroughs of Hartlepool, Stockton, Middlesbrough and Redcar and Cleveland to manage documentary and other historic material through a Joint Archive Service, following the abolition of Cleveland County Council.	
Emergency Planning Joint Committee	1 Member from each of the Local Authorities (substitutes allowed)
Functions: The Emergency Planning Joint Committee is a Committee of the four constituent unitary Local Authorities. The Committee meets quarterly to monitor the delivery of the Cleveland Emergency Planning Unit against its financial management, performance in line with its annual plan, and to hear feedback upon incidents and lessons learned across the Cleveland area. The Committee is authorised to agree budgetary provision from the four Authorities to the Emergency Planning Unit.	
Police and Crime Panel	2 Members of the Authority (named substitutes allowed)
Functions: A Joint Committee for the Boroughs of Hartlepool, Stockton, Middlesbrough and Redcar and Cleveland to fulfil the functions within the Police Reform and Social Responsibility Act 2011, including scrutiny of the elected Police and Crime Commissioner for the Cleveland Police Force Area.	
North East Procurement Organisation	1 Member to be from within the membership of the Committee with responsibility for Procurement
Functions: A Joint Committee comprising of 11 Members from the 12 North East Local Authorities (1 from each) with the exception of Northumberland established as a means of joint contracting for pooling purchase power, knowledge and expertise. The function is to deliver value for money, efficiencies and savings within the public sector including the development of the local economy wherever possible.	

Partnership Boards

Children’s Strategic Partnership	1 Member – Chair of Children’s Services Committee
Functions: <p>The partnership brings together partners to inform the Health and Wellbeing Board on the making of arrangements to improve outcomes for local children, young people and their families. This includes supporting the development and refresh of the Joint Strategic Needs Assessment and Health and Wellbeing Strategy.</p> <p>The Partnership is responsible for delivering the Children and Young People’s Plan, leading on the Child Poverty Strategy, working in partnership with the Safeguarding Children Board to keep children safe from harm, acting to ensure that all services for children and young people comply with the values set out in the Commissioning Framework and direct joint commissioning arrangements within Hartlepool in line with statutory guidance, taking account of national and local priorities.</p>	
Health and Wellbeing Board	4 Members and those appointed Officers of the Authority and other voting members having regard to the requirements under the Health and Social Care Act 2012
Functions: <p>Advising the Council, Health Bodies and Clinical Commissioning Groups to improve the health and wellbeing of the people of Hartlepool through integrated health and social care services. Responsibility for preparing a Joint Health and Wellbeing Strategy and Joint Strategic Needs Assessment.</p>	
Safer Hartlepool Partnership	2 Members of the Authority (including the Leader of the Council who will Chair the Partnership)
Functions: <p>A partnership to create confident cohesive and healthy communities</p>	

by working together to reduce crime, anti-social behaviour, re-offending and substance misuse in Hartlepool.

The Partnership is responsible for delivering the Community Safety Plan (previously known as the Crime, Disorder and Substance Misuse Strategy), the Annual Youth Justice Plan, the Drug Treatment Plan (Adults and Children), the Alcohol Harm Reduction Strategy, the Domestic Violence Strategy, the Social Behaviour Plan, the Prevent Action Plan, the Community Cohesion Framework and for the delivery of the community safety outcomes within the Sustainable Community Strategy.

Education Improvement Board

A Partnership between the Local Authority and Education Representatives comprising representation from schools, academies and higher education/further education college representatives together with representation from young people within the Borough, employer and regional representation as determined.

Functions:

The Board will be responsible for the development of a “Charter” with key stakeholders outlining the commitment to every child and young person in the Borough based on inspiration, aspiration and ambition and as outlined in the Education Commission’s final report (September 2015) to provide a first class education for every Hartlepool learner. To create and shape an action plan based on the recommendations in the Education Commission’s report, to identify and commit the necessary resources required to carry out the relevant actions and activities as recommended and to monitor the progress of the action plan.

The Work of Councillors

Councillors Role and Functions

As outlined in paragraph 2.03 of the Council's Constitution, the roles and functions of Councillors is expressed as follows:

(a) Key Roles

All Councillors will:

Collectively be the ultimate policy-makers and determine the budget and policy framework;

Represent their communities and bring their views into the Council's decision-making process ie become the advocate of and for their communities;

Contribute to the good governance of the area and actively encourage community participation and people involvement in decision making;

Effectively represent the interests of their ward and of individual constituents;

Be available to represent the Council on other bodies; and

Maintain the highest standards of conduct and ethics.

(b) Rights and Duties

Councillors will have such rights of access to documents, information, land and buildings of the Council as are necessary for the proper discharge of their functions and in accordance with the law and provisions of the Constitution.

Councillors will not make public information that is confidential or exempt without the consent of the Council. They will not divulge information given in confidence to anyone other than a Councillor or Officer entitled to know it.

For these purposes, "confidential" and "exempt" information is defined in the Access to Information Procedure Rules in **Part 4 of the Constitution**.

Since the Further Electoral Review held in 2010/11, the Council, following a referendum in November 2011, moved from an Elected Mayor to a Committee system of governance. In doing so, the roles of the Council Leader and

Ceremonial Mayor have become more significant and their roles and functions are detailed in Article 5 of the Constitution and expressed as follows:

Role and Function of the Ceremonial Mayor

At its Annual Meeting the Council will appoint a Ceremonial Mayor and a Deputy Ceremonial Mayor. The Ceremonial Mayor will also act as the Chair of Council and the Deputy Ceremonial Mayor will act as the Vice Chair of Council. The Ceremonial Mayor and in his/her absence the Deputy Ceremonial Mayor will have the following roles, functions and responsibilities;

- i) be first citizen of the Borough;
- ii) uphold and promote the purposes of the Constitution;
- iii) preside over meetings of the Council so that its business can be carried out efficiently and with regard to the rights of Members and the interests of the community;
- iv) ensure that the Council meeting is a forum for the debate of matters of concern to the local community and a place at which Members can ask questions of the Chairs of Committees and Sub-Committees;
- v) promote public involvement in the Council's activities;
- vi) be the conscience of the Council; and
- vii) attend, with the Ceremonial Mayor's consort, the following civic and ceremonial functions (at which both the Ceremonial Mayor and the Ceremonial Mayor's consort will be entitled to wear the appropriate chains (or the Deputy Ceremonial Mayor and consort if substituting for the Ceremonial Mayor and consort):
 - Annual Civic Service
 - Annual Memorial Service - Bombardment
 - Annual Remembrance Day Service and Associated Events
 - Armed Forces Day
 - Charity Event(s) to be held at the discretion of the Ceremonial Mayor
 - Workers' Memorial Day
 - As the representative of the Council at:
 - Royal visits
 - Official openings
 - Other Councils' civic events
 - Presentation of community awards
 - School, church and other official visits
 - Greeting civic and other dignitaries
 - Any other events, as determined by the Council

Other more specific duties are outlined in the Council Procedures within Part 4 of the Constitution.

Role and Function of the Leader of the Council

The Council may appoint a Leader of the Council from amongst its voting Members. If the Council does not appoint a Leader, the Leader of the largest political group will become the Leader.

The Council may also appoint a Deputy Leader who will exercise the powers vested in the Leader if he or she is unavailable or otherwise unable to act. If the Council does not make an appointment of Deputy Leader, the largest political group will make the appointment.

The Leader will carry out the following roles:

- be the political Leader of the Council and act as the Council's principal public spokesperson;
- act for the benefit of all the Borough's citizens and other interested persons and stakeholders;
- give the overall policy direction to the Council and lead with the Chairs of the Council's Committees and Sub-Committees, the implementation of policies, budgets and strategies approved by the Council;
- represent the interests of the Council and its community at regional, national and international levels;
- be the Chair of the Council's Finance and Policy Committee and fulfil the role of the Leader of the Council.;
- provide policy direction and progress the Council's corporate objectives with Committee Chairs, the Chief Executive and Chief Officers, the Leaders of other political groups on the Council, partners and other stakeholders;
- maintain professional working relationships and mutual respect with Members and Officers;
- attend and participate in such civic and ceremonial functions and duties as determined by Council.

Elected Members

The reduction in the number of councillors from 48 to 33 and wards from 17 to 11 in the previous electoral review significantly impacted on the workload of elected members with the size of wards increasing in scale e.g. Rural West with its geographic span encompassing both urban and villages as well as serving all but one of the local Parish Councils.

Added to this, the governance change effective from May 2013 introduced the requirement for a quorum of three members (five for Planning) as opposed to the individual portfolio member of the mayoral mode. Attendance at meetings is recorded and for transparency are updated on individual member pages on the Council's website on a monthly basis. At the end of each municipal year, an overall list of attendances at meetings is published on the Council's

website. Attendances for 2016/17 can be found at https://www.hartlepool.gov.uk/downloads/download/470/councillors_attendances_-_2016-2017

On a daily and operational basis, all Members are entitled to raise matters of local concern, either as representatives of the Council or on behalf of individuals or groups of constituents. Specific departmental protocols for dealing with such approaches may be introduced by the relevant director or chief officer in order to facilitate an appropriate response to such enquiries.

Members will receive advice and assistance in their pursuit of local matters which is consistent with their responsibilities as elected members and local representatives. Individual members shall not seek to obtain a disproportionate amount of officer time in dealing with ward matters.

Consultation meetings with residents to discuss matters of local interest may be convened in a number of circumstances. When officers convene such meetings, they will ensure that all ward members and any other councillors who might reasonably have an interest in the subject (e.g. Policy Chair) will be invited to attend.

Essential to the development and delivery of focused/effective services in the town is the way in which the authority works with its partners, both locally and on a wider regional basis. Elected Members play a key part in this process, participating in the activities of decision making bodies covering such essential services as health provision.

Another key tool used by Councillors in communicating and identifying/reacting to the needs of their constituents is the use of Ward Surgeries. Within each Municipal Year the Council provides support for 12 Ward Surgeries within each individual Ward, although individual Councillors can make their own arrangements outside of this prescribed figure. Across Hartlepool, a total of 97 Ward Surgeries were held in 2016/17, with a comparable figure (105) projected for 2017/18. The number of Ward Surgeries held demonstrates the importance of face-to-face advice and contact with residents in dealing with ward related issues.

As the number of electors registered increases, so does the number of enquiries to individual members for support. The requirement for a further electoral review was based on electorate as at the publication of the new register on 1 December 2016. Electorate figures have already increased in the last twelve months as illustrated below:

Ward	2016	2017	Difference
Burn Valley	5970	6034	64
De Bruce	5683	5962	279
Fens and Rossmere	7001	6982	-19
Foggy Furze	6342	6507	165
Hart	6926	7131	205
Headland and Harbour	5485	5669	184
Jesmond	6373	6461	88
Manor House	7126	7191	65
Rural West	5823	5868	45
Seaton	6860	6995	135
Victoria	5559	5673	114
	69148	70473	1325

Any increase in numbers is reflected in the workload for elected members and as these are not projected to reduce, the trend will continue.

The Future

Housing Growth over the next 15 years

Hartlepool Council is currently preparing a new Local Plan. The Local Plan will cover the timescale April 2016-31. The Local Plan is at an advanced stage and is currently awaiting the Inspector's final report prior to Adoption of the Local Plan in late Spring 2018. Issues of soundness have been addressed by means of Main Modifications to the policies to amend wording which were agreed by the Inspector prior to the commencement of the Main Modifications consultation.

In terms of housing growth the locational strategy aims to prioritise, economically viable, brownfield land and other suitable and available sites inside the existing urban areas for new housing whilst allowing a controlled westward expansion of the town into greenfield land adjacent to the existing boundary of the built up area. In addition a limited number of sites in the villages of Hart and Elwick are suggested together with an element of growth at Wynyard Park, to the north of the employment allocation north of the A689 to help create a sustainable community where people can live and work.

The housing need in Hartlepool is primarily driven by:

1. An increasing population, with Office of National Statistics (ONS) 2012 based population projections indicating an increase of 5.5% from 92,600 in 2014 to 97,400 by 2037;
2. An increase in new household formation amongst the existing population;
3. An ageing population (as illustrated in Appendix 6);
4. The need to retain the young and working age people;
5. Economic growth and improvement and diversification of the local economy and;
6. The ongoing replacement of obsolete housing stock.

Through the development of a Strategic Housing Market Assessment (SHMA) the Council has determined the Objectively Assessed Need (OAN) and Housing Requirement for the Plan period. This is shown in the table below. The Housing trajectory, which illustrates the likely build out of planning permissions and Local Plan allocations to meet the OAN, is included as Appendix 7a. A map illustrating the locations of planning applications and Local Plan allocations is included as Appendix 7b to help illustrate geographically where the major areas of housing growth will be over the next 15 years.

Housing Target Breakdown	Annual Dwellings	Total Dwellings Over 15 Years
SHMA Housing Requirement	240	3600
Historical Backlog from 2006 Local Plan	47	705
OAN Total Requirement	287	4305
Replacement of Demolitions (assuming 50% on site windfall replacement)	65	975
20% Affordable Housing Delivery Buffer	57	860
Annual Housing Target	410	6150

Whilst there are existing planning permissions in the main urban area, these tend to be in the northern part of the urban area with some smaller sites to the south of the urban area. However, as illustrated on the map in Appendix 7b, the vast majority of housing growth over the coming years will be to the west of the urban area and at Wynyard to the west of the Borough. Within the existing Rural West Ward there is anticipated to be approximately 3,800 new dwellings over the plan period. Within the rural area of the Hart Ward there will be approximately 650 new dwellings over the plan period.

Conclusions and Recommendation

Hartlepool Borough Council is a progressive and responsive local authority. It has positively embraced change to its governance arrangements following on from the referendum held in November, 2012 with the collective responsibility of a committee based system and being proactive in its statutory scrutiny roles both within the local authority and through engagement with partners and other stakeholders at a local but also at a regional level. A moratorium on any change to its governance arrangements does introduce a period of stability, but it is also a feature of the present governance of the Council that its committees have become firmly established through a reinvigorated committee system that does look back towards the provisions of the Local Government Act, 1972, but also has an accent on the future in developing effective local government and being community focussed and therefore 'outward looking'. Not least this is illustrated in the ambitious priorities outlined within the Council Plan and the work and commitment with partners and stakeholders.

This review has reflected on the CIPFA 'Near Neighbour' comparisons and has also taken into account comparisons with immediate neighbours in the Tees Valley (Appendix 8). Those comparisons indicate the uniqueness of Hartlepool Borough Council, particularly when looking at its present Council Size and its electorate. It is, therefore, suggested that given the focus of the previous review in the substantial reduction in the composition of the Council there should not be a corresponding reaction to artificially bolster the number of councillors, an exercise which would not have universal support nor justification. The Council has carefully reflected on where it should be positioned in having the optimum number of councillors to meet future challenges and demands.

It has been guided by 'future trends', not least in the ONS projections of a population growth within the Borough of 5.5% over the period 2014-2037. Coupled with an annual housing target of 410 dwellings that could see the potential for 6,150 dwellings over the emerging Local Plan period, a Local Plan that should be adopted by Council in spring 2018. Such development sees a 'controlled westward expansion' and certainly reflects the case for at least one 'new' ward within the Borough.

This submission notes a number of challenges facing the Borough in seeking to address and combat deprivation levels, health inequalities and the overall alleviation of poverty within the Borough. It also present opportunities through the ambition manifest in the Council Plan and the work with partners. The creation of a Mayoral Combined Authority for the Tees Valley and regional initiatives such as 'Transport for the North' has added to the workloads of a Hartlepool Borough Councillor. This not only illustrates a commitment to public service but also devotion to the local community. In achieving effective and convenient but above all, accessible local government within the

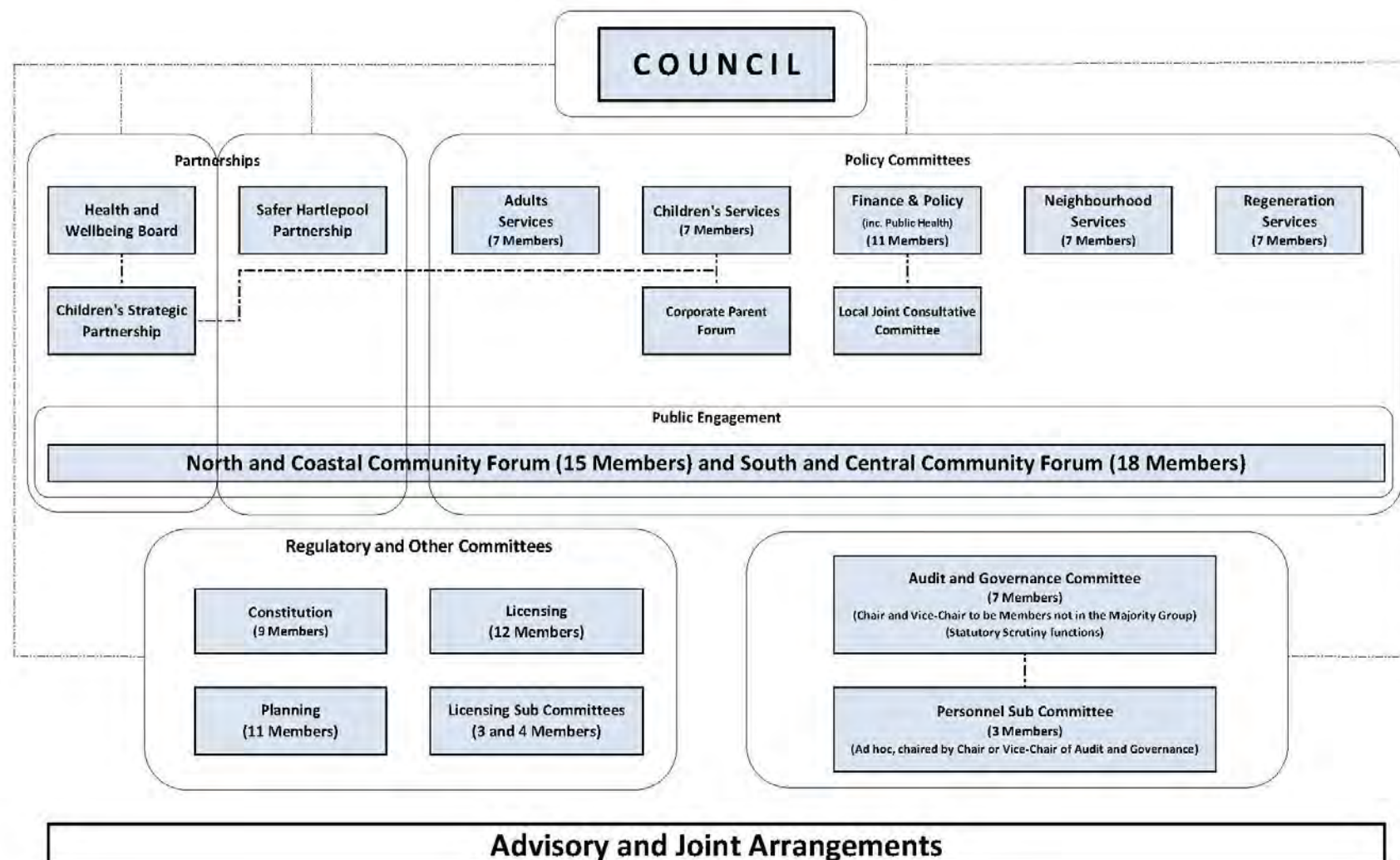
Borough, it is the conviction of Hartlepool Borough Council Members that the optimum Council size should be at least 36 Members.

Recommendation

That the Council size for Hartlepool Borough Council, as part of this present review of the Council's electoral arrangements, should be a Borough Council comprising at least 36 Members.

Appendices

Appendix 1 Council Functions and delegation scheme – to be inserted



ARTICLE 13

DECISION MAKING

13.01 Responsibility for decision making

The Council will issue and keep up to date a record of what part of the Council or individual has responsibility for particular types of decisions or decisions relating to particular areas or functions. This record is set out in [Part 3](#) of this Constitution as shown in Schedule 2.

13.02 Principles of decision making

All decisions of the Council will be made in accordance with the following principles:

- i) proportionality (i.e. the action must be proportionate to the desired outcome);
- ii) in accordance with the Constitution;
- iii) due consultation and the taking of professional advice from Officers;
- iv) respect for human rights and equality;
- v) best value;
- vi) a presumption in favour of openness;
- vii) clarity of aims and desired outcomes;
- viii) due consideration of options available to the decision taker;
- ix) consideration of relevant matters only;
- x) subsidiarity (i.e. delegation of decisions to the most appropriate level);
- xi) efficiency (i.e. decisions must not be unnecessarily delayed); and
- xii) reasonableness.

13.03 Types of decision

(a) Council decisions

The main functions of the Full Council are set out in paragraph 4.01 of Article 4. Some of these are only exercisable by Council, others may be delegated to Committees or Officers. Details of the functions for which Council is responsible and their delegation can be found in Part 3 of the Constitution.

(b) Key decisions

A key decision is a decision which falls within one or more of the following categories:

- (i) any decision which is financially significant because it will result in income, expenditure or savings with a gross full year effect of £100,000 or greater;

or

- (ii) any decision which the originator of the report, in consultation with his or her Chief Officer, believes may have a significant impact on communities living or working in an area comprising two or more wards.

A decision is not defined as key in the following circumstances:

- (a) a bid of £100,000 or greater for funding made by the Council to third parties where a further report will be submitted for approval of the scheme, should the bid be successful;
- (b) expenditure which is inevitable (as defined by the Chief Executive) for the day to day provision of services (eg day to day supplies, payment of energy bills etc);
- (c) a transaction which is carried out as part of the efficient administration of the Council's finances within the Council's agreed policies, e.g. Treasury Management activities;
- (d) a decision to invite tenders or sign contracts shall not be treated as a key decision insofar as the purpose of the contract is to fulfil the policy intention of a key decision, implement an explicit policy within the approved budget or policy framework, implement a capital project named in the approved capital programme or provide for the continuation of an established policy or service;
- (e) a decision in which the essential characteristics of the proposal are included in the budget in sufficient detail to allow interested parties to understand it;

- (f) a decision which is a direct consequence of implementing a previous key decision, except where one of the tests above, has not previously been applied; and
- (g) an exempt decision regarding care packages, service responses and expenditure for care and accommodation which relate to individual service users.
- (h) Expenditure which is inevitable as a result of the Government providing a Section 31 grant ('New Burden' Funding) to help fund the impact of specific legislative commitments where there is no in year cost, or future commitment for the General Fund. Details of any Section 31 grants and the commitments which need to be funded will be reported to the Finance and Policy Committee and the relevant Policy Committee as soon as is reasonably practicable thereafter.

Further explanation:

- the Budget and the plans and strategies that make up the policy framework will be included in the Forward Plan;
- a report's author in consultation with her/his Chief Officer will determine whether a decision is key.

(c) Delegations

Key decisions can be made at Committees in accordance with the Scheme of Delegation to Committees or by Officers in accordance with the scheme of Delegation to Officers.

13.04 Decision making by the Full Council

Subject to Article 13.07, the Council meeting will follow the [Council Procedures Rules](#) set out in Part 4 of this Constitution when considering any matter.

13.05 Decision making in the duty of statutory scrutiny functions

A Committee undertaking Statutory Scrutiny functions will follow the [Statutory](#) Scrutiny Procedure Rules set out in Part 4 of this Constitution when considering any matter.

13.06 Decision making by other Committees and Sub-Committees established by the Council

Subject to Article 13.07, other Council Committees and Sub-Committees will follow those parts of the [Council Procedures Rules](#) set out in Part 4 of this Constitution as apply to them.

13.07 Decision making by Council bodies acting as tribunals

The Council, a Councillor or an Officer acting as a tribunal or in a quasi judicial manner or determining/considering (other than for the purposes of giving advice) the civil rights and obligations or the criminal responsibility of any person will follow a proper procedure which accords with the requirements of natural justice and the right to a fair trial contained in [Article 6 of the European Convention on Human Rights](#).

13.08 Decision making in partnership with other bodies

The Council, a Councillor or an Officer acting through any partnership arrangement will follow such proper procedures which have been agreed with that body for the purposes of those arrangements.

Appendix 4

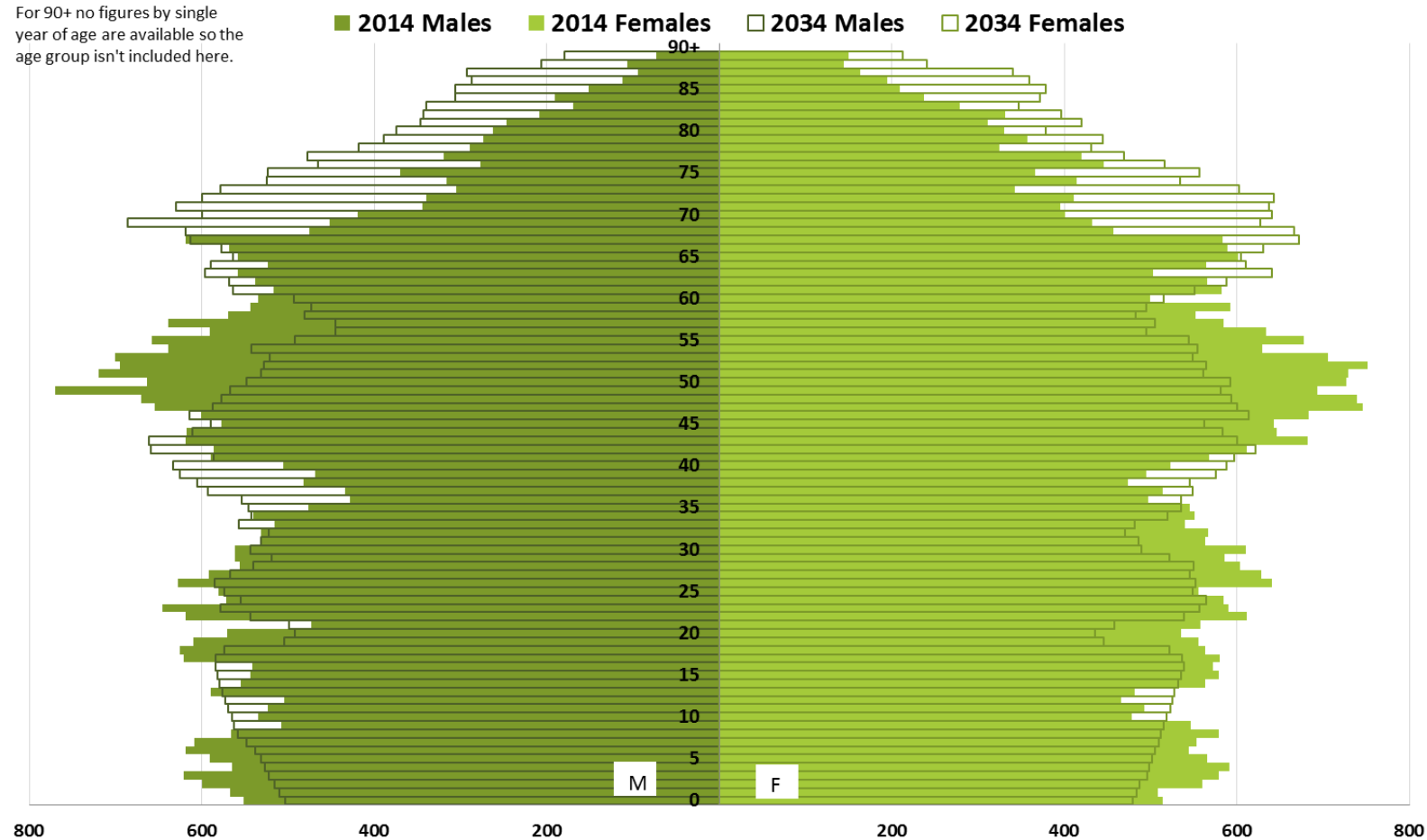
Body (* actual to date) (** expected)	Number of Members	Frequency of Meetings	Projected No. Of Individual Attendances by Cllrs per annum
Council	33	9	297
Finance and Policy Committee	11	10	110
Adult Services Committee	7	10	70
Children's Services Committee	7	10	70
Neighbourhood Services Committee	7	10	70
Regeneration Services Committee	7	10	70
Audit and Governance Committee	7	10	70
Personnel Sub Committee*	3	6	18
Audit and Governance Sub Committee*	3	1	3
Planning Committee	11	12	132
Licensing Committee	12	4	48
Licensing Sub Committee*	3	6	18
Licensing Sub Committee (Private Hire & Hackney Carr)*	4	2	8
North and Coastal Community Forum	15	4	60
South and Central Community Forum	18	4	72
Safer Hartlepool Partnership	2	7	14
Health and Wellbeing Board	4	5	20
Appointments Panel*	8	6	48
Constitution Committee	9	4	36
Civic Honours Committee	6		
Corporate Parent Forum	7	3	21
Children's Strategic partnership	2	5	10
Local Joint Consultative Committee	7	6	42
Electoral Review Working Group**	11	3	33

Appendix 5 Outside Bodies 2017-18 to be inserted

ONS 2014-SNPP

Population Pyramid for Hartlepool - 2014 vs 2034

For 90+ no figures by single year of age are available so the age group isn't included here.



<u>Housing Delivery Source</u>		<u>2016/17</u>	<u>2017/18</u>	<u>2018/19</u>	<u>2019/20</u>	<u>2020/21</u>	<u>2021/22</u>	<u>2022/23</u>	<u>2023/24</u>	<u>2024/25</u>	<u>2025/26</u>	<u>2026/27</u>	<u>2027/28</u>	<u>2028/29</u>	<u>2029/30</u>	<u>2030/31</u>	<u>Total</u>	
<u>Planning permissions</u>		185	299	348	241	188	182	148	109	109	72	22	15	25	25	35	2003	
<u>Sites subject to S.106</u>				10	66	60	34	12	20	20							222	
<u>Windfalls</u>			6	6	40	50	42	25	10								179	
<u>Urban Local Plan Sites</u>			35	48	13	7		20			10	20	20	15			188	
<u>Rural Local Plan Sites</u>	<u>South West Extension</u>			30	80	100	100	125	125	125	125	125	125	125	75		1260	
	<u>Wynyard Park North</u>			20	40	40	40	40	40	40	40	40	40	20			400	
	<u>Wynyard Park South</u>			15	30	30	30	30	30	30	30	7					232	
	<u>High Tunstall</u>			12	30	90	135	135	135	135	121	105	105	105	92		1200	
	<u>Quarry Farm</u>				30	36	36	36	36	36	10						220	
	<u>Village Sites</u>				33	34	18										85	
	<u>Total Housing Delivery Trajectory</u>	185	340	489	603	635	617	571	505	495	408	319	305	290	192	35	5989	
	<u>(A) Baseline Housing Target (includes 20% affordable housing delivery buffer)</u>		350	350	350	350	350	400	400	400	400	400	480	480	480	480	480	6150
<u>(B) Add under-delivery 2016-2017 (Liverpool method)</u>		350	367	367	367	367	417	417	417	417	417	497	497	497	497	497	6150	
<u>(C) 20% NPPF Para 47 Buffer Target</u>		420	440	440	440	440	500	417	417	417	417	408	408	408	408	408	6150	
<u>Housing Target Accordance</u>		-235	-100	49	163	195	117	154	88	78	-9	-89	-103	-118	-216	-373	-161	
<u>5 Year Supply Accordance (dwellings)</u>		72						428						-899				-
<u>5 Year Supply Accordance (years)</u>		5.16						5.89						2.79				-
			<u>5.93 (2017 to 2022)</u>															

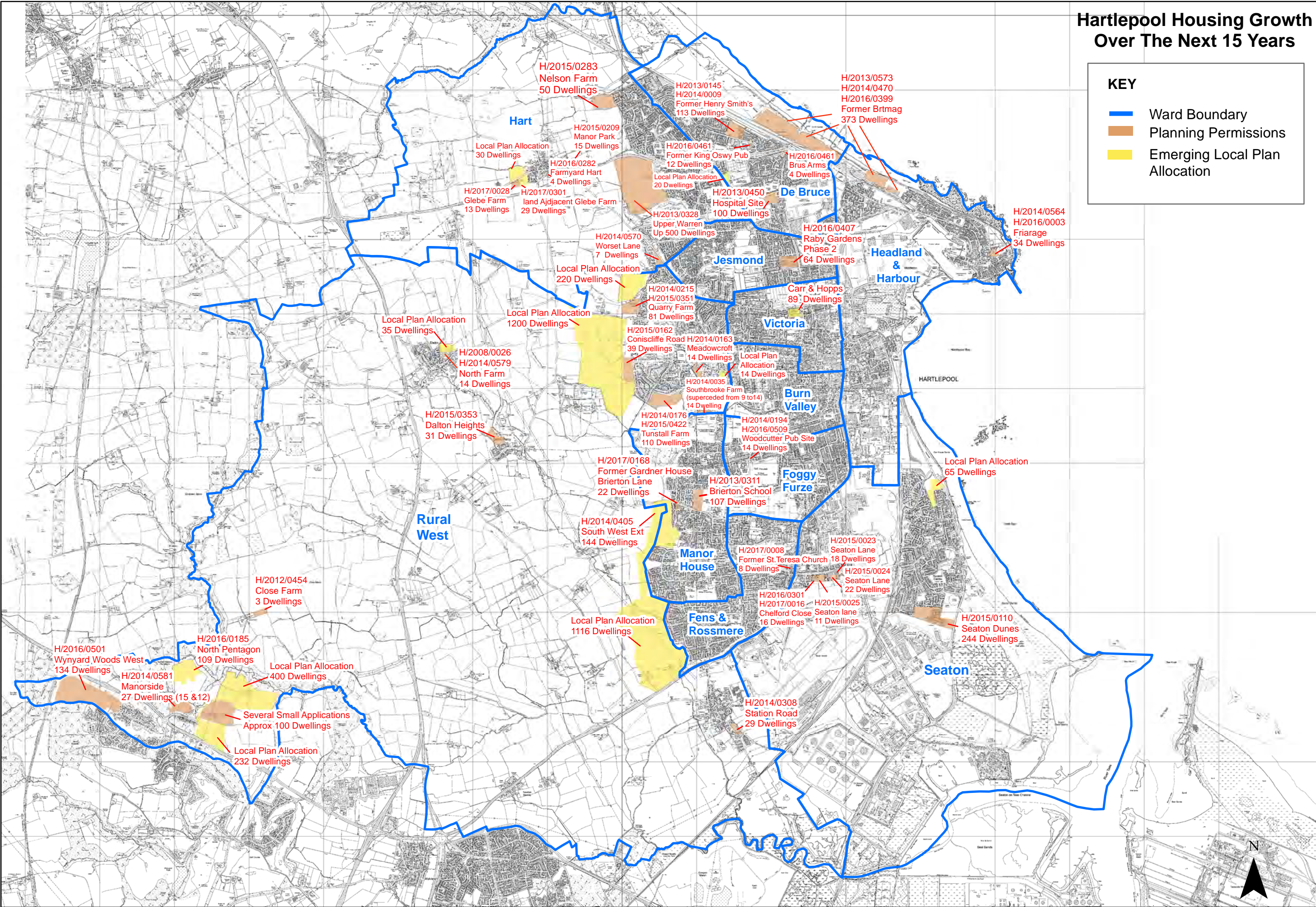
Hartlepool Housing Growth Over The Next 15 Years

KEY

Ward Boundary

Planning Permissions

Emerging Local Plan Allocation



Comparison with CIPFA nearest neighbours

Appendix 8

Council	Population	Electorate	Number of members	Number of wards	System of Governance	Status	Elections	Ratio of members / electorate
Hartlepool	92,817	72,819	33	11	Committee system	Unitary	1/3s, 3 years in 4	2207
Redcar and Cleveland	135,404	108,086	59	22	Leader and Cabinet	Unitary	All out every 4 years	1832
North East Lincolnshire	159,144	124,933	42	15	Leader and Cabinet	Unitary	1/3s, 3 years in 4	2975
Sunderland	277,692	223,702	74	27	Leader and Cabinet	Metropolitan District Council	1/3s, 3 years in 4	3023
South Tyneside	149,418	119,907	54	18	Leader and Cabinet	Metropolitan Borough Council	All out, every 4 year	2221
Middlesbrough	140,396	108,218	46 (plus Elected mayor)	20	Elected Mayor and Cabinet	Unitary	All out, every 4 year	2353
Knowsley	147,915	115,206	45	15	Leader and Cabinet	Metropolitan Borough Council	1/3s, 3 years in 4	2560
Walsall	278,715	212,573	60	20	Leader and Cabinet	Metropolitan Borough Council	1/3s, 3 years in 4	3542

Council	Population	Electorate	Number of members	Number of wards	System of Governance	Status	Elections	Ratio of members / electorate
Wolverhampton	256,621	197,583	60	20	Leader and Cabinet	Unitary	1/3s	3293
Kingston upon Hull	260,240	204,153	59	23	Leader and Cabinet	Unitary	1/3s	3460
Stoke on Trent	253,226	196,537	44	37	Leader and Cabinet	Unitary	All out, every 4 year	4467
Gateshead	201,592	161,566	66	22	Leader and Cabinet	Metropolitan Borough Council	1/3s, 3 years in 4	2448
North Tyneside	203,307	162,698	60	20	Elected Mayor and Cabinet	Metropolitan Borough Council	1/3s, 3 years in 4	2712
St Helens	178,455	142,091	48	16	Leader and Cabinet	Metropolitan Borough Council	1/3s, 3 years in 4	2960
Halton	126,903	98,566	55	21	Leader and Cabinet	Unitary	1/3s, 3years in 4	1792
Blackpool	139,915	110,590	42	21	Leader and Cabinet	Unitary	All out every 4 years	2633

Tees Valley Comparison

Council	Population	Electorate	Number of members	Number of wards	System of Governance	Status	Elections	Ratio of members / electorate
Hartlepool	92,817	72,819	33	11	Committee system	Unitary	1/3s, 3 years in 4	2207
Redcar and Cleveland	135,404	108,086	59	22	Leader and Cabinet	Unitary	All out every 4 years	1832
Middlesbrough	140,396	108,218	46 (plus Elected mayor)	20	Elected Mayor and Cabinet	Unitary	1/3s, 3 years in 4	2353
Darlington	105,646	83,127	50	20	Leader and Cabinet	Unitary	All out every 4 years	1663
Stockton	195,681	152,700	56	26	Leader and Cabinet	Unitary	All out every 4 years	2727

Description	Lowest (Hartlepool unless stated))	Highest	Average
Population	92,817	278,715	187,610
Electorate	72,819	223,702	147,452
Number of Wards	11	37	21
Number of elected members	33	74	53
Electorate / member	1792 (Halton)	4467	2780

If you know someone who needs this information in a different format, for example large print, Braille or a different language, please call (01429) 266522.

For further information about this submission please contact the Council's Chief Solicitor

Telephone **01429 523002**

Email electoral.review@hartlepool.gov.uk

Post **Hartlepool Borough Council,
Civic Centre, Victoria Road, Hartlepool, TS24 8AY**



CLEVELAND FIRE AUTHORITY

MINUTES OF SPECIAL MEETING

8 DECEMBER 2017



PRESENT:

CHAIR

Cllr Jan Brunton Dobson – Middlesbrough Council

HARTLEPOOL BOROUGH COUNCIL

Cllr Ray Martin-Wells

MIDDLESBROUGH COUNCIL

Cllrs Teresa Higgins, Tom Mawston

REDCAR & CLEVELAND BOROUGH COUNCIL

Cllr Norah Cooney, Ray Goddard, Mary Owens

STOCKTON ON TEES BOROUGH COUNCIL

Cllrs Gillian Corr, Paul Kirton, Jean O'Donnell, Mick Stoker, William Woodhead

AUTHORISED OFFICERS

Chief Fire Officer, Treasurer

BRIGADE OFFICERS

Director of Community Protection

**APOLOGIES FOR
ABSENCE:**

Councillors Rob Cook, Marjorie James – Hartlepool Borough Council

Councillor Naweed Hussain – Middlesbrough Council

Councillor Neil Bendelow – Redcar & Cleveland Borough Council

Legal Adviser and Monitoring Officer

Director of Corporate Services

73. DECLARATIONS OF MEMBERS INTEREST

It was noted no Declarations of Interests were submitted to the meeting.

74. MINUTES

RESOLVED - that the minutes of the meeting of 13 October 2017 be confirmed.

75. MINUTES OF MEETINGS

RESOLVED - that the minutes of the Executive Committee Meeting on 24 November 2017 be confirmed.

76. COMMUNICATIONS RECEIVED BY THE CHAIR

76.1 The following communications were received by the Chair and circulated to Members:-

Rachel Stevens - NJC/15/17 - Revised CPD payments, NJC/14/17 - Revised pay rates, NJC/13/17 - Pay/Broadening the role negotiation, NJC/12/17 - Broadening the Role

HMIC Communications - Monthly Update - FRS

Gill Gittins - EMP/11/17 - Pay Update

Home Office - Enabling Police & Crime Commissioners (PCCs) to sit and vote on Combined Fire and Rescue Authorities (FRAs)

Nick Hurd MP / Philip Dunne MP - Emergency Services Collaboration

RESOLVED - that the communications be noted.

77. ANY OTHER BUSINESS

77.1 Policing and Crime Act 2017 Consultation: Changes to the Authority's Combination Scheme – Tabled Report

The CFO reported that the Home Office had issued a consultation in relation to changing legislation to enable Police & Crime Commissioners (PCCs) to have representation on their local Fire and Rescue Authorities and/or its committees, with voting rights. This would be subject to PCCs making clear reasons for seeking membership and the FRA agreeing.

He reported that the consultation sought Members views on the proposal to vary the combination schemes of Fire and Rescue Authorities (FRAs) established under section 2 or continued in existence under section 4 of the Fire and Rescue Services Act 2004 (the 2004 Act) to implement the 'representation model' of the Policing and Crime Act 2017 (the 2017 Act).

Members were asked to consider and comment on the following proposed amendments:

- (A) Subject to paragraphs B and C, the Authority may appoint a relevant police and crime commissioner to be a member of the Authority.*
- (B) A relevant police and crime commissioner may only be appointed as a member of the Authority in response to a request by the commissioner.*
- (C) If a relevant police and crime commissioner makes such a request the Authority must:-*
 - (a) consider the request*
 - (b) give reasons for its decision to agree to or refuse the request, and*
 - (c) publish those reasons in such a manner as it thinks appropriate*
- (D) Paragraph E applies where the Authority appoints a relevant police and crime commissioner to be a member of the Authority and the police and crime commissioner makes arrangements under section 18 of the Police Reform and Social Responsibility Act 2011 to delegate their attendance at a meeting of the Authority.*
- (E) A person who attends a meeting of the Authority on behalf of a relevant police and crime commissioner -*
 - (a) may speak at the meeting but not vote, and*
 - (b) is not to be treated as a member of the Authority for any purpose.*

The above amendments will;

- (A) – Enable a PCC to be appointed with voting rights;*
- (B) – Set out this provision can only take place after a request has been made by a PCC;*
- (C)– Set out the process for making such a request;*

77.1 Policing and Crime Act 2017 Consultation: Changes to the Authority's Combination Scheme – Tabled Report

- (D) and (E) – Enable a PCC to delegate to a deputy to attend and speak at FRA meetings, but that this deputy does not have any voting rights and will not be treated as a member of the Authority for any purpose, for example being part of the meeting quorate. This is owing to Fire and Rescue Authorities comprising of elected individuals, who do not themselves have similar rights to delegate to an unelected official as exists for PCCs.*

Councillor Corr asked what benefit this would be to the people in our communities. The CFO confirmed that the Government's stance was that this arrangement would aid collaboration and improve efficiency and effectiveness and reported that this was already being achieved in Cleveland.

Councillor Mawston noted that in Cleveland, the PCC had not shown an interest in being on the Authority and asked whether there was any financial benefit. The CFO reported that the only benefit would be if it enhanced collaboration and cost sharing and highlighted the current arrangements adding that there were currently no barriers to collaboration in Cleveland.

Councillor Stoker asked if a PCC came onto the Authority would they form part of a political group and would it lose one of its members. The CFO referred to the Local Government Housing Act 1989 which stated that Fire Authorities had to be politically representative.

Councillor Stoker asked if the Authority could justify paying an additional allowance when it was proposing to reduce firefighter posts.

The CFO noted that it is enabling legislation and it was for Members to decide whether the same principle should be applied to Combined FRAs as Metropolitan and County FRAs.

RESOLVED:–

- (i) That the Chair be authorised to respond on the Authority's behalf in respect of the proposed amendments to its Combination Scheme as set out at page 6 of the Home Office consultation, that it does not agree with the proposed amendments.**
- (ii) That if the amendments are made, Members noted there will be some minor consequential amendments to its Combination Scheme as indicated at page 7 of the Home Office consultation.**

77.2 Cancellation of CFA Meeting

The Chair notified Members that the Cleveland Fire Authority Ordinary meeting scheduled for 15 December 2017 had been cancelled.

RESOLVED – That the cancellation of the Ordinary meeting of the Cleveland Fire Authority scheduled for 15 December 2017 be noted.

- 78. LOCAL GOVERNMENT (ACCESS TO INFORMATION) (VARIATION ORDER) 2006**
RESOLVED - “That under Section 100(A) (4) of the Local Government Act 1972, the press and public be excluded from the meeting for the following items of business, on the grounds that it involves the likely disclosure of exempt information as defined in paragraphs 3 & 4 below of Part 1 Schedule 12A of the Local Government Act 1972 as amended by the Local Government (Access to Information) (Variation) Order 2006”, namely information relating to any financial or business affairs of any particular person (including the authority) holding that information and namely information relating to any consultations or negotiations, or contemplated consultations or negotiations, in connection with any labour relations matter arising between the authority or a Minister of the Crown and employees of, or office holders under, the authority.
- 79. CONFIDENTIAL MINUTES**
RESOLVED – that the Confidential Minutes of the proceedings of 13 October 2017 be confirmed.
- 79.1 MATTERS ARISING – PAY CLAIM**
The CFO gave Members a verbal update regarding the Pay Claim 2017.
- 80. CONFIDENTIAL MINUTES OF COMMITTEES**
RESOLVED – that the Confidential Minutes of the Executive Committee Meeting on 24 November 2017 be confirmed.
- 81. JOINT REPORT OF THE CHIEF FIRE OFFICER AND TREASURER**
81.1 Medium Term Financial Strategy (MTFS) Update
Members received an update to the Authority’s Medium Term Financial Strategy.
- 82. CONFIDENTIAL REPORT OF THE CHIEF FIRE OFFICER**
82.1 Draft Community Integrated Risk Management Plan (CIRMP) 2018/19 – 2021/22
The CFO gave a detailed presentation on the Draft Community Integrated Risk Management Plan 2018/19 – 2021/22.

COUNCILLOR JAN BRUNTON DOBSON
CHAIR