

AUDIT AND GOVERNANCE COMMITTEE

AGENDA



Thursday 5th September 2019

at 10.00 am

**in Committee Room B, Civic Centre,
Hartlepool**

MEMBERS: AUDIT AND GOVERNANCE COMMITTEE

Councillors S Akers-Belcher, Black, Hall, Hamilton, Harrison, Loynes and Ward.

Standards Co-opted Members: Ms Clare Wilson.

Parish Council Representatives: Parish Councillor John Littlefair (Hart) and Parish Councillor Alan O'Brien (Greatham).

Local Police Representative: Superintendent Alison Jackson.

- 1. APOLOGIES FOR ABSENCE**
- 2. TO RECEIVE ANY DECLARATIONS OF INTEREST BY MEMBERS**
- 3. MINUTES**
 - 3.1 To confirm the minutes of the meeting held on 15th August 2019 and 22nd August 2019 (to follow).
- 4. AUDIT ITEMS**

No items
- 5. STANDARDS ITEMS**

No items



6. STATUTORY SCRUTINY ITEMS

6.1 Scrutiny Investigation into Anti-Social Behaviour in Hartlepool – Setting the Scene:

- Covering Report (*Statutory Scrutiny Manager*)
- Presentation (*Community Safety Team Leader*)

6.2 CCG Merger - Update (*Statutory Scrutiny Manager*) (to follow)

6.3 Statutory Scrutiny Guidance (*Statutory Scrutiny Manager*) (to follow)

7. MINUTES FROM THE RECENT MEETING OF THE HEALTH AND WELLBEING BOARD

No items

8. MINUTES FROM THE RECENT MEETING OF THE FINANCE AND POLICY COMMITTEE RELATING TO PUBLIC HEALTH

No items

9. MINUTES FROM RECENT MEETING OF TEES VALLEY HEALTH SCRUTINY JOINT COMMITTEE

No items

10. MINUTES FROM RECENT MEETING OF SAFER HARTLEPOOL PARTNERSHIP

No items

11. REGIONAL HEALTH SCRUTINY UPDATE

No items

12. ANY OTHER BUSINESS WHICH THE CHAIR CONSIDERS URGENT

For information: -

Date and time of forthcoming meetings –

Thursday 3 October, 2019 at 10.00 am
Thursday 24 October, 2019 at 2.00 pm
Thursday 7 November, 2019 at 10.00 am
Thursday 5 December, 2019 at 10.00 am
Thursday 9 January, 2020 at 10.00 am
Thursday 6 February, 2020 at 10.00 am
Thursday 12 March, 2020 at 10.00 am



AUDIT AND GOVERNANCE COMMITTEE

MINUTES AND DECISION RECORD

15 AUGUST 2019

The meeting commenced at 5.00 pm in the Civic Centre, Hartlepool.

Present:

Councillor Ged Hall (In the Chair).

Councillors: James Black, Lesley Hamilton, Brenda Harrison, Brenda Loynes and Barbara Ward.

Co-opted Member: Ms Clare Wilson.
Parish Councillor John Littlefair (Hart)

In accordance with Council Procedure Rule 4 (ii), Councillor James was in attendance as substitute for Councillor Stephen Akers-Belcher.

Also in attendance:-

Councillors C Akers-Belcher, Brown, Cartwright, Hunter, Lindridge, Marshall, Moore, Prince, T Richardson, Smith, Tennant and Young

Officers: Gill Alexander, Chief Executive
Chris Little, Director of Finance and Policy
Hayley Martin, Chief Solicitor
Joan Stevens, Statutory Scrutiny Manager
Angela Armstrong, Scrutiny Support Officer
Amanda Whitaker, Democratic Services Team

36. Apologies for Absence

Apologies for absence were received from Councillor Stephen Akers-Belcher and Parish Councillor Alan O'Brien (Greatham)

37. Declarations of Interest

None

38. Minutes

The minutes of the meeting held on 25 July 2019 were confirmed.

39. Referral from Council – Funding To Any Organisation to Which an Elected Member is Affiliated – Scoping *(Statutory Scrutiny Manager)*

The Committee was advised that Full Council, at its meeting held on the 30th July 2019, had received the following Motion and, in recognition of the audit role of the Audit and Governance Committee, had agreed that consideration of the issues raised be referred to an independently chaired Working Group of this Committee for further investigation.

“Hartlepool’s Labour Councillors request that this Council:

- i) Review its decision making procedures around the awarding of funding to any organisation to which an elected member is affiliated in a capacity, such as an employee, trustee or director.
- ii) Ensures that any organisation in receipt of funding from Hartlepool Borough Council in excess of £1000 in total per annum be subject to stringent processes of auditing and reporting with an additional requirement to submit full accounts, prepared and audited by an independent qualified accountant to Hartlepool Borough Council at the end of each financial year within which local authority funds have been received.
- iii) Makes known its systems and processes for ensuring and evaluating ‘value for money’ relating to the funding provided to individual organisations and makes public the results of any and all such evaluations on an annual basis.”

Members of the Committee were requested to consider the following:-

- (i) Membership of the Working Group;

It was highlighted that consideration must be given to any potential conflicts of interest for Members who are affiliated to organisations that receive Council funding. To assist the Committee in its consideration of this issue, details of Member Declarations were appended to the report. Elected Members highlighted a number of inaccuracies included in the appendix:-

- Preston Simpson and Sterndale Music Awards Body is one organisation, not two different organisations as stated in the appendix.
- Councillor James incorrectly listed as a governor at St Theresa School and a member of labour party. Councillor James highlighted that she had never been a governor at that school and is a member of the socialist labour party.

No declarations were received by the Members of the Committee which would preclude them from being a member of the Working Group.

It was agreed unanimously that the Working Group should comprise all Members of the Audit and Governance Committee, with the exception of Parish representatives as they had been appointed to the Committee solely for consideration of Parish related issues. It was highlighted, however, that meetings of the Working Group were to be open to all members of the public to attend.

(ii) Appointment of an Independent Chair for the Working Group;

Members were reminded that in 2017, Full Council had appointed three Independent Person's (IP's) to fulfil its standards responsibilities under the Localism Act 2011. These being Clare Wilson, Norman Rollo (recently resigned) and Stan Cronin (recently resigned). An expression of interest had been received from Clare Wilson to take up the position.

It was agreed unanimously that Clare Wilson be appointed as the Independent Chair of the Working Group.

(iii) Terms of Reference for consideration of the referral

It was proposed that the Working Group's investigation focus on the questions / proposals contained within the Motion referred from Council. To assist the investigation details of payments made in the last three years to organisations where Elected Members had declared an interest had been circulated, as an Appendix. For the purposes of this investigation it was suggested that schools expenditure is excluded, as although a significant number of Members act as School Governors there were specific arrangement regarding how funding is allocated to individual schools.

Members were asked to consider if they had any additions to the proposed focus of the Working Groups investigation, or evidence to be provided. The following additions to the proposed focus of the Working Group's investigation were identified by Elected Members and members of public:-

i) Councillor Richardson - Allowances issue:

- How the payment of allowances were agreed?
- What is the Constitutional position in relation to the payment of a second SRA?
- How was it approved and processed (including the period during Mayoral arrangements)?
- Are there any other instances where an additional SRA has been paid, where arrangements have been put in place to pay tax on an SRA or where an SRA has been inflated to mitigate tax implications?

- ii) A full impact assessment is needed to ensure that systems are robust and transparent, with particular emphasis as part of the investigation on processes in relation to:
 - Council owned buildings (Inc. community buildings) occupied by outside bodies / organisations, on a social value basis, with specific evidence in terms of:
 - The policy for allocation of buildings on a social value basis?
 - Which buildings are let, to which organisations and for what projects?
 - Letting arrangements for each building and organisation (payment arrangements for rents, rates and utilities)?
 - If any buildings are being sub-let (to who and for how much)?
 - Ward Member budget spending, with specific evidence in terms of the process for the allocation of funds and monitoring to ensure its use for the purpose intended.
 - The quality of Member Declaration of Interest forms.
- iii) Feasibility of the introduction of a requirement for any organisation to which funding is given to be registered as a Charity or Company.

In addition to the above, the following representations were also received from Elected Members:-

- i) How much (HBC) money has been awarded to charities that have council members and staff working at said charities? When was the charity set up in relation to first payment made?
- ii) How many applications (or multiples) have been submitted even if below £1000! These should include links to Members employee's trustees and Directors to ensure transparency.
- iii) Have we provision to cross refer if more than one Member is linked to an application or multiple applications whether it be below or above the £1000 total.
- (iv) Timetable for completion of the investigation

Detailed in the report was the proposed timetable for the review to be undertaken, based on the Working Group's final report being considered by Council in October/November 2019. Debate took place regarding the proposed timetable and submission of the report to Council with a number of views expressed regarding the timescale for the review. During the debate, the Chief Executive provided assurance that an Extraordinary meeting of Full Council would be convened as soon as the review is completed.

Recommended

The Committee approved:-

- i) The membership of the Working Group to consist of all Members of the Audit and Governance Committee, with the exception of Parish representatives.
- ii) The appointment of Clare Wilson as the Independent Chair of the Working Group.
- iii) The focus of the Working Groups investigation and the evidence to be provided.
- iv) The process and timetable for completion of the referral.

The meeting concluded at 6.25 p.m.

CHAIR

AUDIT AND GOVERNANCE COMMITTEE

MINUTES AND DECISION RECORD

22 August 2019

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

Present:

Councillor Ged Hall (In the Chair)

Councillors: James Black, Lesley Hamilton, Brenda Harrison, Brenda Loynes and Barbara Ward

Co-opted Members:

Parish Councillor John Littlefair, Hart Parish Council

Parish Councillor Alan O'Brien, Greatham Parish Council

Also Present: Councillor Mike Young

Mike Hill, MP

Julie Gillon and Julie Lane, North Tees and Hartlepool NHS Foundation Trust

Officers: Danielle Swainston, Assistant Director, Joint Commissioning

Joan Stevens, Statutory Scrutiny Manager

Angela Armstrong, Scrutiny and Legal Support Officer

Denise Wimpenny, Democratic Services Team

40. Apologies for Absence

An apology for absence was submitted on behalf of Independent Member Clare Wilson.

41. Declarations of Interest

None.

42. Minutes of the meeting held on 15 August 2019

Deferred to the next meeting.

43. The Provision of High Quality Maternity Services and Elective Surgery at the University Hospital of Hartlepool – Action Plan Update *(Statutory Scrutiny Manager)*

The Statutory Scrutiny Manager referred to the Committee's recent investigation into "the Provision of High Quality Maternity Services and Elective Surgery at the University Hospital of Hartlepool" and the action plan that had been produced following completion of the investigation, a copy of which was appended to the report. Work had been ongoing on the implementation of the recommendations contained within the action plan and representatives from North Tees and Hartlepool Foundation Trust had been invited to attend today's meeting to update the Committee on progress.

The representatives in attendance provided further detailed information in relation to progress made on the delivery of the recommendations.

In the lengthy discussion that followed, a number of issues/queries were raised which included the following:-

- Attention was drawn to the establishment of an officer 'task and finish group' set up to progress the implementation of the Committee's recommendations in relation to the establishment of a Maternity Hub on the UHH site. Representatives from the Foundation Trust (FT) highlighted an issue in relation to health visitor capacity and the potential impact of this on the development of the Maternity Hub. The Committee was assured by the Assistant Director (Joint Commissioning) that health visitor numbers had not been reduced and that capacity had in fact increased. Health Visitors' activities were, however, being focused in Children's Centres (as preferred by families). Assurances were also given that whilst some buildings had closed, there had been no Children's Centre closures in Hartlepool. The Committee and Foundation Trust welcomed the opportunity to collaborate on service provision in the Maternity Hub with the addition of dietary services and other interventions around population health issues.
- The benefits of working collaboratively to ensure better choices were available for expectant mothers in Hartlepool were debated.
- With regard to the importance of prevention, it was noted that the Trust were looking to introduce dietician need obstetric led care around obesity, the benefits of which were outlined. It was noted that prevention work by a midwife had been funded through Public Health over the last two years and the activities of this individual were ongoing.
- The Committee was pleased to note the success of a recent recruitment campaign resulting in a proposed full establishment of

midwives in Hartlepool from October 2019. The aim being for deliveries to restart at the Birthing Centre from the next year.

- In response to clarification sought in relation to the anticipated number of deliveries per year in Hartlepool, Members were advised that of the 802 Hartlepool pregnancies in 2018/19, only 284 mums had been eligible at the time of booking to deliver in the Birthing Centre. This figure reduced further to 130, reflecting an increase in the public health co-morbidities that made mums 'high risk'. Those mums who were eligible to deliver at the Hartlepool unit were, however, also choosing to deliver in the midwife led unit at the University Hospital of North Tees and this situation needed to be reversed.
- In response to a number of concerns raised that the re-establishment of a consultant led maternity unit remained unfeasible due to changes in clinical safety and quality standards, an update on the background to this decision to remove consultants was provided. A lengthy discussion followed in relation to population health and high risk births resulting in patients not being able to deliver in Hartlepool's birthing centre. Whilst Members noted that patient choice was also a contributing factor to the low number of births in Hartlepool, the need for improvements in effectively publicising this facility were emphasised as well as the importance of focussing on education and prevention.
- The representative clarified that whilst work was currently being undertaken with community midwives in terms of sharing the benefits of a midwifery led service with expectant mothers, there was also a statutory duty to clarify potential risks. Further work was planned in the coming months in this regard. Emphasis was placed upon the importance of positive messages being shared in the community to improve take-up of the midwifery led service in Hartlepool.
- Some concerns were expressed by Members that there were examples where expectant mothers had not been offered the option to deliver in Hartlepool and were still being directed to James Cook or North Tees. The Trust representative commented on some of the difficulties around not being able to offer Hartlepool as a choice given the national shortage of midwives. However, following a recent successful recruitment campaign in Hartlepool this facility would be available from October.
- Reference was made to the advantages of a stand-by ambulance service that was operating at Blackburn. The important role of the ambulance service in ensuring response times were met in the event of an emergency at the birthing centre in Hartlepool were highlighted. The Committee requested that clarification be sought from the North East Ambulance Service and the Clinical

Commissioning Group as to the classification of the unit as a “place of safety” and the associated implications of this on response times.

- The impact of lifestyle choices, addictions, diet, smoking, alcohol abuse as well as mental health issues as contributors to the complexity of co-morbidity were discussed at length in terms of healthy birth outcomes. The financial implications of such issues (ie delivery of babies from mums who smoke costs £2.7m) were considered as well as the benefits of providing education in schools, colleges and universities in relation to the links associated with lifestyle choices and lifelong health issues of children as a result. The Assistant Director reported on the complexities around prevention and, whilst from September there was a requirement upon schools in terms of the health curriculum, given the continuing cuts in budgets and resources, schools and local authorities were facing significant challenges in terms of delivery of preventative services and education of this type.
- It was highlighted that expectant mothers from Hartlepool and the surrounding East Durham area wanted to give birth in Hartlepool and views were expressed that this choice should be available without fear of the consequences. The services available at the Hartlepool Birthing Unit before, during and after delivery needed to be effectively promoted in order to raise the unit's profile as a full choice for mums across the region.
- In response to concerns raised regarding the environmental impact of the number of ambulances required to transport patients to hospitals some distance from their home town, the Committee was advised of the need for patients to travel to access specialist services at a specialist centre, the positive outcomes of which were outlined. Details of the increasing number of services available in the community were provided including details of the breadth of services available in the community for expectant mums leading up to the birth.
- A Member referred to the visit to the Blackburn Maternity Unit which showed how a well-run, midwife led maternity hub could be a vibrant centre for young mothers.
- Clarification was provided in response to further queries raised in relation to the proposals including the timescales for planned services to return to the UHH. The importance of a positive marketing campaign to ensure the birthing centre was a success was reiterated to which the Trust representative stated that whilst arrangements were in place for a specialist midwife to promote and market the service, the need for ladies to be champions in the community was essential. The need to work collaboratively to provide positive assurances in relation to the safety aspect of midwifery led services was suggested.

- Information in relation to the average costs of a birth in Hartlepool as a comparator with North Tees was requested for consideration at a future meeting of this Committee.
- In response to clarification sought as to how many expectant mothers from East Durham and outside of Hartlepool were choosing to deliver in Durham, North Tees or Sunderland, the Trust representative agreed to provide this information following the meeting.

Recommended

- (i) That the contents of the action plan and comments of Members be noted and actioned as appropriate.
- (ii) That clarification be provided by North East Ambulance Service in relation to the status of the unit as a “place of safety.”
- (iii) That information in relation to the average costs of a birth in Hartlepool, as a comparator with North Tees, be reported to a future meeting of this Committee.
- (iv) That figures on the number of expectant mothers from East Durham and outside of Hartlepool, choosing to deliver in either Durham, North Tees or Sunderland be provided following the meeting.
- (v) That the Trust, together with other partners, provide the Committee with an update at a future meeting (in the Spring), in relation to progress made in relation to the Maternity Hub in Hartlepool.

44. Date and Time of Next Meeting

It was reported that the next meeting would be held on 5 September at 10.00 am.

The meeting concluded at 11.30 am.

CHAIR

Audit and Governance Committee

5 September 2019



Report of: Statutory Scrutiny Manager

Subject: INVESTIGATION INTO ANTI-SOCIAL BEHAVIOUR IN
HARTLEPOOL: SETTING THE SCENE - COVERING
REPORT

1. PURPOSE OF REPORT

- 1.1 To inform Members that a 'setting the scene' presentation will be given at today's meeting in relation to the Committee's investigation into 'Anti-social Behaviour in Hartlepool.'

2. BACKGROUND INFORMATION

- 2.1 Members will recall that at the meeting of this Committee on 25 July 2019, Members agreed the Scope and Terms of Reference for their forthcoming investigation.
- 2.2 Subsequently, 'set the scene' presentation will be given at today's meeting as a starting point for the investigation, providing the Committee with details in relation to:-
- (a) To establish an understanding of:
 - Actions or activities that constitute anti-social behaviour; and
 - How anti-social behaviour is categorised in Hartlepool.
 - (b) To gain an understanding of:
 - The type, prevalence and impact of anti-social behaviour on individuals and communities across Hartlepool (*Inc. clarification of the demographic groups and ages from which those responsible for, and subject to, anti-social behaviour belong*);
 - The reasons for anti-social behaviour; and
 - Anti-social behaviour trends in Hartlepool, across Tees Valley neighbours, regionally and nationally, and the changing factors (*Inc. social and economic*) that have influenced them in Hartlepool.
 - (c) To compare Hartlepool anti-social behaviour data and performance with other local, regional and peer Local Authorities.

2.3 The Committee will also be looking to:

- (a) Agree a definition of anti-social behaviour for the purposes of the investigation; and
- (b) Identify volunteers from the Committee to sit on a number of Working Groups to explore the issue of anti-social behaviour with the community first hand.

Working Group 1 - Young People and Families

Working Group 2 - Minority Communities of Interest or Heritage

Working Group 3 - Older People

A programme for the proposed activities for each Working Group is attached at **Appendix A** (to follow) to assist Members. The findings of the Working Groups to be feed back to the Audit and Governance Committee on the 5 December 2019.

3. RECOMMENDATION

3.1 It is recommended that the Members of the Audit and Governance Committee:

- i) Consider the evidence presented as a starting point for their investigation and seek clarification on any relevant issues where required;
- ii) Agree a definition of anti-social behaviour for the purposes of the investigation; and
- iii) Identify volunteers from the Committee to sit on a number of Working Groups to explore the issue of anti-social behaviour with the community first hand.

Contact Officer: - Joan Stevens – Statutory Scrutiny Manager
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BACKGROUND PAPERS

- (i) None