



Civic Centre
HARTLEPOOL

25 October, 2021

Councillors Ashton, Boddy, Brash, Brown, Cassidy, Clayton, Cook, Cowie, Cranney, Creevy, Elliot, Falconer, Feeney, Fleming, Groves, Hall, Hargreaves, Harrison, Howson, Jackson, Lindridge, Little, B Loynes, D Loynes, Moore, D Nicholson, V Nicholson, Picton, Price, Prince, Richardson, Riddle, Smith, Stokell, Tiplady and Young.

Madam or Sir,

You are hereby summoned to attend the COUNCIL meeting to be held on THURSDAY, 4 November 2021 at 6.00 p.m. in the Council Chamber in the Civic Centre, Hartlepool to consider the subjects set out in the attached agenda.

Yours faithfully

A handwritten signature in cursive script that reads 'Denise McGuckin'.

D McGuckin
Managing Director

Enc

COUNCIL AGENDA



Thursday 4 November 2021

at 6.00 pm

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

A limited number of members of the public will be able to attend the meeting with spaces being available on a first come, first served basis. Those wishing to attend the meeting should phone (01429) 523568 or (01429) 523019 by midday on Wednesday 3 November and name and address details will be taken for NHS Test and Trace purposes.

You should not attend the meeting if you are required to self-isolate or are displaying any COVID-19 symptoms such as (a high temperature, new and persistent cough, or a loss of/change in sense of taste or smell), even if these symptoms are mild. If you, or anyone you live with, have one or more of these symptoms you should follow the [NHS guidance on testing](#).

- (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 30 September 2021 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;
 - (1) Annual Report of the Director of Public Health – 2021 – *Director of Public Health*
- (7) To receive any announcements from the Chair, or the Head of Paid Service;

CIVIC CENTRE EVACUATION AND ASSEMBLY PROCEDURE

In the event of a fire alarm or a bomb alarm, please leave by the nearest emergency exit as directed by Council Officers. A Fire Alarm is a continuous ringing. A Bomb Alarm is a continuous tone. The Assembly Point for everyone is Victory Square by the Cenotaph. If the meeting has to be evacuated, please proceed to the Assembly Point so that you can be safely accounted for.

- (8) To dispose of business (if any) remaining from the last meeting and to receive the report of any Committee to which such business was referred for consideration;
- (9) To consider reports from the Council's Committees and to receive questions and answers on any of those reports;
- (10) To consider any other business specified in the summons to the meeting, and to receive questions and answers on any of those items;
 - (1) Hartlepool Armed Forces Covenant – Progress (2020/21) – Address by the Armed Forces Champion
- (11) To consider reports from the Policy Committees:
 - (a) proposals in relation to the Council's approved budget and policy framework;
 - (1) Youth Justice Plan 2021-2023– Report of Children's Services Committee
 - (2) Statement Of Gambling Principles - Report of Licensing Committee
 - (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 Managing Director'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 9;
- (15) To answer questions of Members of the Council under Rule 10;
 - a) Questions to the Chairs about recent decisions of Council Committees and Forums without notice under Council Procedure Rule 10.1
 - b) Questions on notice to the Chair of any Committee or Forum under Council Procedure Rule 10.2
 - 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 Police and Crime Panel held on 3 June 2021 and 6 July 2021 and Cleveland Fire Authority held on 30 July 2021.



COUNCIL
MINUTES OF PROCEEDINGS
30 September 2021

The meeting commenced at 6.00 pm in the Civic Centre, Hartlepool

The Ceremonial Mayor (Councillor B Loynes) presiding:

COUNCILLORS:

Boddy	Brash	Brown
Cassidy	Clayton	Cook
Cowie	Cranney	Creevy
Elliott	Falconer	Feeney
Fleming	Groves	Hall
Harrison	Howson	Jackson
Lindridge	Little	D Loynes
Moore	D Nicholson	V Nicholson
Prince	Richardson	Riddle
Smith	Stokell	Young

Officers: Denise McGuckin, Managing Director
Chris Little, Director of Resources and Development
Hayley Martin, Chief Solicitor
Joan Stevens, Statutory Scrutiny Manager
Amanda Whitaker, Democratic Services Team.

Prior to the commencement of the meeting, the Ceremonial Mayor referred to the recent death of former Councillor David McAndrew. Elected Members stood in silence as a mark of respect.

20. APOLOGIES FOR ABSENT MEMBERS

Councillors Ashton, Hargreaves, Picton, Price and Tiplady

21. DECLARATIONS OF INTEREST FROM MEMBERS

Councillors Little, Harrison, Falconer and Riddle declared an interest as patients of the McKenzie GP Practice (minute 28(2)) refers.

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

None.

23. MINUTES OF PROCEEDINGS

The Minutes of Proceedings of the Council held on the 8 July 2021 and the Special Council meeting held on 9 September 2021, having been laid before the Council.

RESOLVED - That the minutes be confirmed.

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

None.

25. BUSINESS REQUIRED BY STATUTE

None.

26. ANNOUNCEMENTS

The Ceremonial Mayor announced that the recent Mayor and Consort at Home had raised £441 for her charities and requested donation of tombola prizes for future fundraising events.

27. 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.

28. TO RECEIVE REPORTS FROM THE COUNCIL'S COMMITTEES

1. Review of the Constitution – Report of the Constitution Committee

The Monitoring Officer presented the report which sought approval from Full Council regarding proposed changes to the following:-

- Code of Conduct for Elected Members and Co-opted Members and Best Practice Recommendations
- Protocol on Elected Member/Officer Relations
- Contract Procedure Rules

Reports had been submitted to the Committee, at meetings held on 1 February 2021 and 6 July 2021 which proposed changes to the documents, copies of which were appended to the report. The Monitoring Officer advised Full Council

that the Audit and Governance Committee had also considered the Code of Conduct for Elected Members and Co-opted Members and had recommended that the gifts limit should continue to be £25 rather than the £50 set out in the Model Code.

Elected Members debated issues arising from the review. Changes were welcomed and the Monitoring Officer agreed that the issue of Elected Members signing up to a voluntary sanctions scheme suggested at the meeting would be considered as part of Annual Constitution Review.

The recommendations of the Committee to approve the proposed changes were agreed, with no dissent.

2. Consideration of Hartfield GP Practice Closure – Report of the Audit and Governance Committee

The Chair of the Committee presented the report which updated Full Council on the outcome of the Committee's discussions with the McKenzie Group in relation to their potential application to the Tees Valley Clinical Commissioning Group for the closure of the Hartfields Medical Practice. The Committee had received details of the findings of the engagement process which had been undertaken by the McKenzie Group and a copy of the results of the engagement was appended to the report to Full Council.

Following presentation of the report, an Elected Member expressed concerns that should the Health and Care Bill, which was currently going through Parliament, receive royal assent before the Hartfields closure was completed, the local authority overview and scrutiny power to refer proposals for the significant reconfiguration of health services to the Secretary of State would be removed. This would remove the ability of Full Council to refer the Hartfields closure to the Secretary of State should it be required following the conclusion of the Audit and Governance Committee's investigation of the proposal.

It was moved by Councillor Brash and seconded by Councillor Harrison:-

“That Full Council delegate authority to the Audit and Governance Committee for a referral be made to the Secretary of State should it be deemed necessary with regard to the closure of Hartfields GP Practice”

The Motion was agreed, with no dissent.

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

None

30. REPORT FROM THE POLICY COMMITTEES

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

1. Medium Term Financial Strategy (MTFS) 2022/23 to 2024/25 – *Finance and Policy Committee*

The Chair of the Committee presented the report which enabled Full Council to consider the recommendations of the Committee in relation to the 2022/23 budget and Council Tax level for Hartlepool Council services. The Chair highlighted that the average national Council Tax increase for the current year (2021/22) was 4.4% and 148 out of 152 councils with social care service responsibilities implemented all or some of the precept increase.

The Chair advised Full Council that the report explained in detail the budget challenge which was being faced next year and advised of the salient issues included in the report to address a gross budget deficit of £11.4m over the next three years. The report provided advice from the Section 151 officer that the level of Council Tax was a decision Elected Members. However, in reaching this decision his advice was that Elected Members needed to consider the implications on the financial sustainability and resilience of the Council of the levy of Council Tax

It was recommended that for 2022/23 the deferred 3% Adult Social Care precept be implemented and a core 1.9% Council tax increase, with indicative 1.9% Council Tax increases for 2023/24 and 2024/25 – subject to confirmation of the core referendum limits. This would reduce the three year deficit to £7.4m. It was highlighted that it would still be incredibly challenging to address this remaining deficit and savings proposals would be considered by the Finance and Policy Committee on 15th October 2021 and then referred to Full Council in December.

The Chair referred to the response to the joint letter which had been sent to the Ministry of Housing, Communities and Local Government, included in the Managing Director's Business Report. An analysis of figures in the Minister letter (tabled at the meeting as an update to the Business Report) showed that 61% - £5.5m of the Spending Power increase would only have been "made available" if Council had increased Council Tax and implemented Adult Social Care precepts up to national referendum limits.

The MTFS recommendations referred to Full Council by the Committee, and the following additional recommendation, were moved by Councillor Moore:-

"That group leaders write to our MP setting out the continuing concerns to the response we have received from Ministry of Housing, Communities and Local Government. "

An extensive debate took place on issues arising from the report during which concerns were expressed regarding the impact of the recommendations and Government funding. Whilst the concerns expressed were recognised, it was reiterated that the financial sustainability of the Authority had to also be considered.

In accordance with Council Procedure Rule 15.6 of the Constitution, a recorded vote was taken on the recommendations of the Committee and the additional recommendation moved at the meeting:-

Those for:-

Councillors Brown, Cassidy, Cook, Cowie, Cranney, Falconer, Fleming, Groves, Hall, Jackson, Lindridge, Little, B Loynes, D Loynes, Moore, D Nicholson, V Nicholson, Stokell and Young.

Those against:-

Councillors Boddy, Brash, Clayton, Creevy, Elliot, Feeney, Harrison, Howson, Prince, Richardson, Riddle and Smith.

Those abstaining:-

None.

The Managing Director announced that the vote was carried.

2. Local Council Tax Support 2022/23 – *Finance and Policy Committee*

The Chair of the Committee presented the report which enabled Full Council to consider the proposed 2022/23 Local Council Tax Support Scheme recommended by the Committee. The report considered by the Committee was appended to the report to Full Council.

The recommendation of the Committee was moved by Councillor Moore as follows:-

“That the Local Council Tax Support Scheme continues as a 12% scheme for 2022/23”

In accordance with Council Procedure Rule 15.5 of the Constitution, a recorded vote was taken on the recommendation of the Committee -

Those for:-

Councillors Boddy, Brash, Brown, Cassidy, Clayton, Cook, Cowie, Cranney, Creevy, Elliot, Falconer, Feeney, Fleming, Groves, Hall, Harrison, Howosn, Jackson, Lindridge, Little, B Loynes, D Loynes, Moore, D Nicholson, V Nicholson, Prince, Richardson, Riddle, Smith, Stokell and Young.

Those against:-

None.

Those abstaining:-

None.

The Managing Director announced that the vote was carried, unanimously.

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

31. MOTIONS ON NOTICE

Three Motions had been received on notice:-

1. “Council recognises and celebrates the hard work of our neighbourhood teams and the extraordinary financial and staffing pressures that have been placed upon them due to the £22million plus per year in cuts by the Conservative Government over the last decade.

However, residents are increasingly and rightly angry with the maintenance, upkeep, and cleanliness in many parts of our town. Weeds and grassed areas are overgrowing, green spaces are plagued by litter, broken glass and dog fouling and community assets, like our play areas, are too often in a state of disrepair.

So many Hartlepool people have stepped up through initiatives like the ‘Big Town Tidy Up’ and now we need to follow their lead.

We need to get back to basics. To live in an environment that is clean and well maintained is a basic right of every citizen of our town and for too many it is simply not being met.

Education, innovation and enforcement are all required if we are to meet these challenges and only bold, new thinking will succeed in achieving the change we need.

Therefore, the council resolves to request that the Neighbourhood Services Committee set up a working group, chaired by an elected member who is not currently burdened with such a position, and which is open to all members, to examine every aspect of this problem and to report back to council, with recommendations, by Christmas.”

Signed; Councillors Brenda Harrison, Jonathan Brash, Pamela Hargreaves, Ben Clayton, Moss Boddy, Tom Feeney, Rachel Creevy, Jennifer Elliott and Amy Prince.

The Motion was moved by Councillor Prince and seconded by Councillor Creevy.

On moving and seconding, the rationale for the Motion was presented to Full Council.

An amendment was moved by Councillor Moore and seconded by Councillor Little who considered it more appropriate for the Motion to be dealt with by the Neighbourhood Services Committee to which all elected members be invited:-

“That the final paragraph of the Motion be amended to delete reference to the setting up of a Working Group and delete reference to ‘an elected member who is not currently burdened with such a position’.

The amendment was accepted.

The amended motion was agreed, with no dissent.

2. “Council recognises that the case for action with regard to the private rented housing sector in Hartlepool is overwhelming. Too many properties are empty or in states of disrepair, too many are magnets for crime and antisocial behaviour, too many are harming the health and well-being of residents. These properties, which blight our town centre communities and beyond, are invariably part of the private rented sector and although we acknowledge that there are many very good landlords in our town, the sector as a whole is disproportionately associated with these problems. Where a private landlord is absent, or in dereliction of their duties we must ensure we have all the tools in place to take the action needed to improve our local communities. We need Landlord Licensing.

Evidence from other local authorities clearly demonstrates that where such schemes are introduced effectively there is a reduction in crime and antisocial behaviour, a reduction in tenant turnover, an improvement to the standard of housing and a reduction in the number of long term empty properties.

Council therefore resolves to refer this matter to the Audit and Governance committee to investigate the introduction of a large scale landlord licensing scheme in Hartlepool, as part of its 2022/23 work program, or earlier if time permits, and report back to council, with recommendations, at its earliest opportunity.”

Signed; Councillors Brenda Harrison, Jonathan Brash,
Pamela Hargreaves, Ben Clayton, Moss Boddy, Tom Feeney,
Rachel Creevy, Jennifer Elliott and Amy Prince.

The motion was moved by Councillor Brash and seconded by Councillor Harrison.

On moving and seconding, the rationale for the Motion was presented to Full Council and Elected Members debated issues arising from the Motion.

An amendment was moved by Councillor Fleming and seconded by Councillor Brown:-

“That the Motion be amended at final paragraph to replace ‘investigate’ with ‘consider’ and to replace ‘the introduction of a large scale landlord licensing scheme’ with ‘all aspects of poor quality housing’

It was reported that Councillors Howson and Richardson had been also signatories to the Motion.

The mover of the Motion expressed concerns at the implications of the amendment.

In accordance with Council Procedure Rule 15.5 of the Constitution, a recorded vote was taken on the amended Motion -

Those for:-

Councillors Brown, Cassidy, Cowie, Cranney, Falconer, Fleming, Groves, Jackson, Lindridge, B Loynes, D Loynes, Moore, D Nicholson, V Nicholson, Stokell and Young.

Those against:-

Councillors Boddy, Brash, Clayton, Cook, Creevy, Elliot, Feeney, Hall, Harrison, Howson, Little, Prince, Richardson, Riddle and Smith,

Those abstaining

None.

The Managing Director announced that the vote on the amendment was carried.

There was no dissent to the substantive Motion.

3. “The Chairman of the Audit and Governance Committee has requested that the membership of the committee be temporarily increased to 10 members for the remainder of the municipal year. The increased membership is required to assist with the additional meetings and workflow the committee now has following the proposals by the McKenzie Group to close Hartfields Medical Practice.

Political balance must be maintained and we would seek names for each representative tonight if this motion is passed.”

Signed: Councillors Shane Moore, Rob Cook, Cameron Stokell, Darren Price and Tom Cassidy.

The Motion was moved by Councillor Moore and seconded by Councillor Cook.

Members debated issues arising from the Motion.

The Motion was agreed, with no dissent.

Nominations for additional places on the Audit and Governance Committee were agreed as follows:-

Coalition – Councillor Picton.
Coalition – to be notified following meeting.
Labour – Councillor Boddy.

MANAGING DIRECTOR'S REPORT

32. RESIGNATIONS

Elected Members were reminded that on 17 August, Councillor Young had tendered his resignation from the following roles with immediate effect:-

- Vice Chair Council
- Deputy Leader

As a consequence of Councillor Young's resignation as Deputy Leader, the seat allocated for the Deputy Leader on Finance and Policy Committee was vacant until the replacement Deputy Leader was appointed.

Councillor Young had advised that he had resigned also from the following:-

Appointments Panel
Constitution Committee

National Association of Councillors - English Region
North East Regional Employers Organisation
North Tees and Hartlepool NHS Foundation Trust
Tees Valley CCG Primary Care Commissioning Committee
Hartlepool Power Station - Community Liaison Committee
Victoria and Jubilee Homes (Term of Office 2018 - 2022)
River Tees Port Health Authority

It was moved by Councillor Brown and seconded by Councillor Young:-

“That Councillor Cook be appointed Vice Chair of Council”

It was moved by Councillor Brash and seconded by Councillor Boddy:-

“That Councillor Prince be appointed Vice Chair of Council”

In accordance with Council Procedure Rule 15.5 of the Constitution, a recorded vote was taken as follows:-

Councillor Boddy – Councillor Prince
Councillor Brash - Councillor Prince
Councillor Brown – Councillor Cook
Councillor Cassidy – Councillor Cook
Councillor Clayton - Councillor Prince
Councillor Cook – Councillor Cook
Councillor Cowie – Councillor Cook
Councillor Cranney – Councillor Cook
Councillor Creevy - Councillor Prince
Councillor Elliot - Councillor Prince
Councillor Falconer – Councillor Cook
Councillor Feeney - Councillor Prince
Councillor Fleming – Councillor Cook
Councillor Groves – Councillor Cook
Councillor Hall - Councillor Prince
Councillor Harrison - Councillor Prince
Councillor Howson - Councillor Prince
Councillor Jackson – Councillor Cook
Councillor Lindridge – Councillor Cook
Councillor Little – Councillor Cook
Councillor B Loynes – Councillor Cook
Councillor D Loynes – Councillor Cook
Councillor Moore – Councillor Cook
Councillor D Nicholson – Councillor Cook
Councillor V Nicholson – Councillor Cook
Councillor Prince – Councillor Prince
Councillor Richardson – Councillor Prince
Councillor Riddle – Councillor Prince
Councillor Smith – Councillor Prince
Councillor Stokell – Councillor Cook
Councillor Young – Councillor Cook

It was announced that Councillor Cook had been appointed Vice Chair of Council.

It was moved by Councillor Brash and seconded by Councillor Boddy:-

“That Councillor Harrison be appointed Deputy Leader of the Council”

It was moved by Councillor Young and seconded by Councillor Brown:-

“That Councillor Stokell be appointed Deputy Leader of the Council”.

In accordance with Council Procedure Rule 15.5 of the Constitution, a recorded vote was taken on

Councillor Boddy – Councillor Harrison
Councillor Brash - Councillor Harrison
Councillor Brown – Councillor Stokell
Councillor Cassidy – Councillor Stokell
Councillor Clayton - Councillor Harrison
Councillor Cook – Councillor Stokell
Councillor Cowie – Councillor Stokell
Councillor Cranney – Councillor Stokell
Councillor Creevy - Councillor Harrison
Councillor Elliot - Councillor Harrison
Councillor Falconer – Councillor Stokell
Councillor Feeney - Councillor Harrison
Councillor Fleming – Councillor Stokell
Councillor Groves – Councillor Stokell
Councillor Hall - Councillor Harrison
Councillor Harrison – Councillor Harrison
Councillor Howson - Councillor Harrison
Councillor Jackson – Councillor Stokell
Councillor Lindridge – Councillor Stokell
Councillor Little – Abstained
Councillor B Loynes – Councillor Stokell
Councillor D Loynes – Councillor Stokell
Councillor Moore – Councillor Stokell
Councillor D Nicholson – Councillor Stokell
Councillor V Nicholson – Councillor Stokell
Councillor Prince – Councillor Harrison
Councillor Richardson – Councillor Harrison
Councillor Riddle – Councillor Harrison
Councillor Smith – Councillor Abstained
Councillor Stokell – Councillor Stokell
Councillor Young – Councillor Stokell

It was announced that Councillor Stokell had been appointed Deputy Leader of the Council.

The following appointments were agreed:-

Appointments Panel – Cllr Lindridge
Constitution Committee – Cllr Picton
National Assn of Councillors – Cllr Stokell
NEREO – Cllr Boddy
North Tees and Hartlepool NHS Foundation Trust – Cllr Stokell
Tees Valley CCG Primary Care Commissioning Committee – no nomination
Hartlepool Power Station – Community Liaison Committee – clarification to be sought regarding appointment
Victoria and Jubilee Homes – Cllr V Nicholson – organisation also to be contacted to confirm previous appointments
River Tees Port Health Authority – Cllr Stokell

Following appointment of Cllr Stokell as Deputy Leader, it was noted there was a vacancy on the Finance and Policy Committee – Cllr Young was appointed.

33. DURATION OF MEETING

The Managing Director referred to Council Procedure Rule 8 and sought the approval of full Council to continue the meeting beyond 8.00 p.m.

RESOLVED That the meeting continue until 8.30 p.m.

34. SPECIAL URGENCY

In accordance with the requirements of the Access to Information Procedure Rules included in the Council's Constitution, Full Council was informed that no special urgency decisions had been taken in the period May – July 2021

RESOLVED – That the report be noted.

35. COVID UPDATE

An update was provided by the Managing Director that Hartlepool continues to see high numbers of COVID-19 cases. Elected Members were advised at the meeting that Hartlepool has a case rate per 100,000 of 247 and is ranked the 78th highest number of cases in the Country. It was reported that the vaccination programme had been very successful however Officers were still working to reduce inequalities. Because of the higher rates recently, Hartlepool had been designated as part of the North East Enhanced Response Area (ERA). This saw additional support given to the region in the form of additional communications support and access to resources such as additional staff to support the vaccination programme.

It was noted that the CCG and Primary Care Networks had been planning for the Prime Minister's Winter Plan, set out in the report, and working with secondary schools to roll out the vaccination programme within schools in line with the Government's timetable. It was reported that in England, the number of deaths and hospital admissions due to COVID-19 had remained relatively stable over the last month, and although hospital admissions and deaths had sadly increased at the beginning of the summer, they had remained far below the levels in either of the previous waves. The Managing Director advised that she was saddened to report that over the last month there have been a further 5 Covid related deaths in Hartlepool.

Elected Members were advised that the Test, Trace, and Isolate system remained critical to the Government's plan for managing the virus over the autumn and winter. The Government would continue to expect everyone with COVID-19 symptoms to self-isolate and take a polymerase chain reaction (PCR) test. The legal requirement to self-isolate for 10 days if an individual tests

positive for COVID-19 would remain in place in order to prevent those who are infected from mixing in the community and passing on the virus.

RESOLVED - That the report be noted.

36. FULL OFSTED INSPECTIONS OF EXMOOR GROVE AND ST DAVID'S WALK CHILDREN'S HOMES

The Managing Director reported that a full inspection of St David's Walk had taken place on 25th and 26th May 2021 and the service had been judged as Good overall. The report of the inspection had been submitted to the Children's Services Committee on 7 September.

A full inspection of Exmoor Grove had taken place on 8th and 9th June 2021 and the service was judged as outstanding overall. Therefore meeting the criteria that 'The children's home provides highly effective services that consistently exceed the standards of good. The actions of the children's home contribute to significantly improved outcomes and positive experiences for children and young people who need help, protection and care'. The report of the inspection had been submitted to the Children's Services Committee on 7 September.

Elected members joined the Managing Director in conveying congratulations and appreciation to all those involved.

RESOLVED – That the report be noted.

37. LOCAL GOVERNMENT FUNDING

Following the agreement of Full Council to a Motion on Notice submitted to the February meeting of Full Council, a letter had been sent to the Secretary of State for Housing Communities and Local Government. The response which has been received from the Minister for Regional Growth and Local Government was appended to the report. Tabled at the meeting was a document, by the Managing Director, which provided details of the implications for Hartlepool of the Minister's key comments.

RESOLVED – That the report be noted.

38. AFGHAN CITIZENS RESETTLEMENT SCHEME (ACRS)

The Managing Director reported that Hartlepool Borough Council like so many local authorities had come forward and offered support for Afghan citizens and their families who were seeking to rebuild their lives in the UK. The ACRS would welcome up to 5,000 people in the first year, up to a total of 20,000 over the coming years, leading the way in the global response to the humanitarian situation in Afghanistan. The scheme would provide vulnerable refugees from Afghanistan and those put at risk by recent events in Afghanistan with a route to

safety. Some of those who arrived in the UK under the evacuation programme, which included individuals who were considered to be at particular risk – including women’s rights activists, prosecutors and journalists – would be the first to be resettled under the ACRS.

Elected Members were advised of the crucial role to play in the welcome and support of newcomers to the UK, and the Home Office had been notified of the pledge to help immediately and that the Authority would take 9 households up to January 2022 and then review thereafter. The review would be based on ongoing council agreement to support the programme(s), housing availability and staff resources.

RESOLVED – That the report be noted.

39. APSE AWARD FINALISTS

The Managing Director advised Elected Members that she was pleased to inform Full Council that Hartlepool Borough Council’s Facilities Management and Building Cleaning team’s efforts over the past year in response to the COVID19 pandemic had been recognised at a national level.

Elected Members were advised that the Building Cleaning team had found itself at the forefront of the response to COVID-19 during 2020/21. Following several meetings with the Council’s Director of Public Health, the COVID-19 Infection Control Service (CICS) had been launched in March 2020 and soon became an integral part of Building Cleaning team’s work. Five distinct strands to the CICS element of the Building Cleaning service were introduced as part of the overall strategic approach which were summarised in the report together with details of the initial challenges and barriers to launching CICS.

Elected members joined the Chair of Council and Managing Director in requesting that their congratulations and appreciation be conveyed to all those involved.

RESOLVED – That the report be noted.

40. THE NORTHERN STUDIOS (HARTLEPOOL) LIMITED - DIRECTOR APPOINTMENTS

The Managing Director reported that she had been invited to be appointed as this Authority’s representative on the above organisation as a Director appointment. Full Council was requested to approve this appointment and that the Outside Body Schedule, included in the Constitution, be updated accordingly.

RESOLVED – That Denise McGuckin be appointed as a Director on the Northern Studios (Hartlepool) Limited.

41. PUBLIC QUESTION

None.

42. 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

One question had been received from Councillor Hargreaves to the Chair of the Neighbourhood Services Committee.

As Councillor Hargreaves was ill and had submitted apologies for the meeting, the question was put to Council by Councillor Brash as follows:-

“Can the Chair of Neighbourhood Services tell us how many road safety schemes are currently on the waiting list for implementation in Hartlepool?”

The Chair of the Neighbourhood Services Committee, Councillor Stokell, responded that at Neighbourhood Services Committee held on 23rd September 2021, three schemes proposed for this year’s programme had been approved in accordance with the agreed prioritisation approach, leaving 65 more requests on that list.

Full Council was advised that the approach for local safety schemes had been introduced in 2019 as the level of demand for those far exceeded the Local Transport Plan budget and as such a scrutiny assessment was undertaken to develop the preferred list of schemes within the budget. As there are in excess of 60 requested schemes currently on the list and with a budget that enabled the Authority to do 3, maybe 4, each year, the prioritisation approach ensured that those roads with the greatest road safety issues had improvements undertaken first, so that if challenged, a robust approach could be demonstrated to managing the limited funding available to ensure the greatest need is delivered first. However it was also highlighted that a number of those schemes detailed on the list were simply requests, and therefore were unlikely to support the need for a local safety scheme to be implemented.

It was reported that an approved Local Transport Plan 2011-2026 had been produced in accordance with Government guidance, and agreed by Committee. An amount of £720,000 had been received in funding in 21/22, a figure that had remained constant over many years, and this was passported to the Council via the Tees Valley Combined Authority from the Department for Transport as the Integrated Transport Capital Block funding, although this could be subject to change. As well as delivering Local Safety Schemes from this funding, we must deliver against all themes in our agreed Local Transport Plan, which were listed

by the Chair in his response. From this approximately £150-200k was usually allocated to local safety schemes, which enabled the Authority to do only 3/4 each year. If all schemes on the list were done, then it would need a contribution of approximately £3.2 million based on an average cost of £50,000 per scheme.

Councillor Brash highlighted that based on the response, it would take decades to address the 65 requests remaining on the list and referred to the limitations due to the availability of the Revenue Budget. Cllr Stokell, agreed to a suggestion to speak to Officers to determine what extent other funding sources could be used for road safety schemes, including capital funding.

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

None.

- d) Minutes of the meeting held by the Cleveland Fire Authority on 4 June 2021 were noted.

The meeting concluded at 8.20 p.m.

CEREMONIAL MAYOR



Report of: Director of Public Health

Subject: ANNUAL REPORT OF THE DIRECTOR OF PUBLIC HEALTH - 2021

1. PURPOSE OF REPORT

1.1 To present the Director of Public Health's Annual Report for 2021.

2. BACKGROUND

2.1 The requirement for the Director of Public Health to write an Annual Report on the health status of the town, and the Local Authority duty to publish it, is specified in the Health and Social Care Act 2012.

2.2 Director of Public Health Annual Reports have over the last five years covered a range of themes from how public health priorities have changed over the past 40 years, the importance of how work and employment influence health and wellbeing, aging well and starting well and obesity and physical activity.

2.3 The theme of the 2020 Annual Report is 'Hartlepool's COVID-19 Journey'. Following the success of utilising an electronic format last year, we are again presenting the report which can be accessed via the following link www.hartlepool.gov.uk/DPH-annual-report-2020

3. FINANCIAL CONSIDERATIONS

3.1 There are no financial issues associated with the development and publication of the report.

4. EQUALITY AND DIVERSITY CONSIDERATIONS

4.1 There are no equality and diversity issues arising from this report.

5. RECOMMENDATIONS

5.1 Council is asked to note the report and its conclusions.

6. REASONS FOR RECOMMENDATIONS

6.1 Ensures compliance with the statutory duties under the Health and Social Care Act 2012 for the Director of Public Health to produce a report and the Local Authority to publish it.

7. APPENDICES AVAILABLE ON REQUEST, IN THE MEMBERS LIBRARY AND ON-LINE

7.1 None

8. BACKGROUND PAPERS

8.1 Director of Public Health's Annual Report for 2020 (**Appendix A**)

9. CONTACT OFFICER

Craig Blundred
Director of Public Health
Craig.blundred@hartlepool.gov.uk
01429 284104

Director of Public Health Annual Report 2021

Here's Craig Blundred, Hartlepool's Director of Public Health, to introduce his report.



Schools

During 2020, schools were required overnight to become experts in Covid-19 response - cleaning, contact tracing and managing pupil, parent and staff anxieties at a time when national guidance and recommendations changed frequently as more knowledge was acquired about Covid infection and its variants.

As a response to the pandemic, a new service was developed by Hartlepool's Public Health team to support schools during the academic year starting September 2020.

There was a designated email address to which to send enquiries and a staffed support service 8am - 8pm 7 days a week.

The support and advice provided included management of Covid cases, outbreak control meetings, guidance on national updates and help with implementing guidance and bespoke communication and school community support

to reinforce understanding of Covid restrictions.

There were challenges to overcome when trying to localise national guidance for schools, for example in the use of buildings and social distancing requirements.

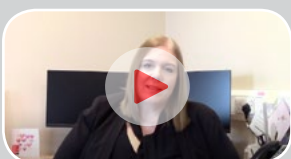
Being able to utilise local communications support enabled rapid targeting of specific age groups/communities with key Covid messages in a variety of ways.

Working together, schools and Public Health were able to identify and address areas of concern and rising case numbers were quickly identified and outbreak control meetings initiated rapidly.

The experience strengthened the links between schools and Public Health in Hartlepool and those strong links continue to this day.



Sue Leather of Hartlepool Borough Council's Public Health Team explains more about the support given to schools during the pandemic.



Sue Sharpe, Executive Head of Lynnfield Primary School, talks about how her school faced the pandemic.



Lynnfield Primary School pupils Jessica, Joyce, Willow, Lacey and Oli talk to their teacher Luke Woodhouse about their experiences.

Community Support Hub

The Community Support Hub was set up in March 2020 to help people who were vulnerable, shielding or isolating and latterly identified as Clinically Extremely Vulnerable (CEV).

The staff supported people over the telephone, providing a listening ear and practical support such as food parcels, prescription deliveries and much more.

The team quickly expanded its digital offer to provide activities aimed at helping people stay connected, helping people play Zoom Bingo, take part in crafting sessions, quizzes and virtual reading groups and just keep in touch with their friends and family.

By the end of the first lockdown it had received 11,131 calls and made 26,160 calls to the people of Hartlepool to ensure they were supported throughout the pandemic, many of whom it still remains in contact with. It works closely with the voluntary and community sector to ensure the best possible outcomes for people.

It supported 4,735 people on the Government's Shielded People's List, over 900 of whom did not have access to essential supplies, and support

was provided to 2,325 shielded and non-shielded people who were identified as isolated and potentially vulnerable.

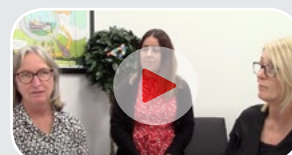
In October 2020, 4,883 people were identified as CEV with this number increasing to 7,488 by March 2021. All of these people were contacted by the Support Hub and support provided where needed.

65% of people requiring support were aged over 60, 50% were lonely, isolated and living alone and 35% had a long-term condition.

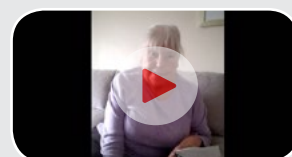
Among the extensive range of support provided, 2,269 food parcels were delivered, 2,325 prescriptions were collected and delivered, 2,948 hot meals were delivered – provided by Mecca Bingo and Just Heat– and people were also signposted to other services such as the Social Prescribers, MIND (now Let's Connect), Poolie Time Exchange, Hartlepool Carers and the befriending service.

Among many other items delivered were local history and VE Day anniversary packs to care homes, hearing aid batteries, books and audio books and even Easter eggs and birthday cards.

Here are Leigh Keeble, the Council's Head of Community Hubs and Wellbeing, Priscilla Deane, Assistant Community Hub Coordinator, and Community Hub Wellbeing Manager Lorraine Harrison to tell you more.



The Support Hub made a massive difference to people's lives during the pandemic – here local residents Joan, Barry and June explain just how much they appreciated the Hub's Zoom activity sessions.



Covid Community Champions

The Covid Champion Network is made up of volunteers – a mix of individuals and organisations who help residents stay up-to-date on the latest guidance so they can protect themselves and others against the virus.

The Covid Champion Coordinators monitor trends and intelligence to be able to respond to the need of engagement and build this into planning and delivery, signposting people to services and relevant organisations.

Covid Champions share accurate messages from Hartlepool's Public Health Team on social media and through other channels, gathering feedback from the local community and acting as positive role models in the battle against Covid.



Community Champion Coordinators Hannah Goodman and Julie French explain.

Test and Trace

The Council's Public Protection Team has been carrying out work to assist the Director of Public Health in identifying outbreaks of Covid-19 and preventing its spread in workplaces and the community.

Using the information the team has obtained has enabled it to target its interventions and resources enabling it to provide timely advice and support to help keep residents and others safe.

This has involved using an intelligence-based approach to follow up cases and identify where additional support may be required to stop outbreaks and onward transmission of Covid. This has also allowed the team to develop a

comprehensive picture of how Covid has spread through the community during the pandemic.

Here are Sylvia Pinkney, Rachael Readman and Jane Kett from the Public Protection Team to tell you more.



Testing

In December 2020 Hartlepool Borough Council began to plan for mass testing to find the one in three people with Covid who were asymptomatic - i.e. had no obvious symptoms. This was important, as these people could unknowingly pass on the Covid virus.

Known originally as the 'moonshot' programme, this was felt by some to be the innovation that could contribute towards life returning to something like normal.

The huge city-wide community testing pilot in Liverpool provided some insight into success. Here, the favoured test, a Lateral Flow Device (LFD) test, was rolled out and in January 2021 we

opened our first LFD testing centre at Mill House Leisure Centre.

With the increase in vaccinations and a return to some sense of normality, we moved our testing centre to Middleton Grange Shopping Centre where we offered both assisted testing and a new initiative called Community Collect where residents could come and collect up to two boxes of kits at any given time with seven tests in each box.

In addition we established 11 new 'outreach' sites throughout the town to ensure that as many people as possible had access to LFD testing.



Tony O'Ceallaigh, the Council's Project Manager and Clinical Lead (Covid-19 Community Testing), talks more about testing.



Joanne Andrews, Covid Response Officer, shares her experiences of working at the testing centre in Middleton Grange Shopping Centre.



Local residents visiting the testing centre tell us how the pandemic has affected their lives and why testing is important to them.

Vaccination

Following extensive trials, the first safe and effective Covid-19 vaccine was approved in the UK in December 2020. The vaccination programme was rolled out to priority groups 1-9 which were identified by the Joint Committee of Vaccination and Immunisation (JCVI).

Covid vaccinations have been delivered in a variety of settings to help increase access and encourage those eligible to take up that vaccine. Settings have included GP practices, vaccination centres, pharmacies and walk-in clinics at accessible community locations such as Middleton Grange Shopping Centre and Mill House Leisure Centre.

There has been an ongoing programme of engagement and promotion to encourage Hartlepool's residents to take up the vaccine which has included targeting priority areas where uptake is lower and promotion through a range of social media platforms and short films.

Phases 1 and 2 of the vaccination programme

Here's local GP Dr Carl David Parker, who has been strongly associated with the Covid vaccination programme in Hartlepool Health Network, to tell you more.

We spoke to local people attending one of the many walk-in vaccination clinics to find out what vaccination means to them.

focused on delivering the vaccine to the priority groups which included all those eligible aged 18 and above in addition to those in other more vulnerable groups.

Phase 3 of the Covid vaccination programme, which is primarily focused on the delivery of a booster vaccine, began in September 2021, with the aim of maximising protection to those who are most vulnerable to serious Covid-19 ahead of the winter months. Flu vaccines are also delivered in the autumn months.

The booster vaccination is targeted at those in priority groups 1 to 9, alongside those most vulnerable to serious Covid which includes all adults over 50 and frontline health and social care staff.

Phase 3 of the programme also includes the offer of a first dose of the Covid vaccine to 12-15 year olds, and the continuation of an evergreen offer to those who are eligible but are yet to take up a first or second dose of the vaccine.



Health Protection Board

In responding to the Covid pandemic, local government has a key role to play in the identification and management of infection and in doing so is required to have in place measures to identify and contain outbreaks and protect the public's health.

As part of an extensive package of arrangements to fulfil this responsibility, the Health Protection Board was established in June 2020.

The Board has brought together partners from the NHS Tees Valley Clinical Commissioning Group, Tees, Esk and Wear Valleys Foundation Trust and North Tees and Hartlepool NHS Foundation Trust and has been successful in:

- Leading the planning of the local outbreak response
- Coordinating the development of the Local Outbreak Management Plan to respond to the key themes identified by the national team
- Receiving information from outbreak control teams
- Developing a single point of contact and monitoring and reviewing operation

- Providing advice and support on media and other queries
- Overseeing the development of the settings-based outbreak plans as required and ensuring the development and review of the overarching Outbreak Management Plan
- Ensuring the development of monitoring systems to provide effective monitoring of implementation and to receive regular reports on outbreak management from outbreak control teams
- Monitoring data and overseeing the use of resources and demand, and
- Overseeing support to vulnerable groups impacted by the consequences of outbreaks through the existing council services e.g. through the Community Support Hub.

The Board will continue to meet going forward and, as part of its activities, will coordinate the ongoing development of the Local Outbreak Management Plan and provision of settings-based outbreak plans as required to respond to the changing requirements of the pandemic.



Here's Shaun Mayo from Tees, Esk and Wear Valleys NHS Foundation Trust to tell you more.

Hartlepool Covid Data

For key figures on Covid in Hartlepool [click here](#).

In conclusion

To conclude, here's Craig Blundred, Hartlepool's Director of Public Health, again.





Report of: Armed Forces Champion (Councillor Darren Price)

Subject: HARTLEPOOL'S ARMED FORCES COVENANT -
PROGRESS (2020/2021)

1. PURPOSE OF REPORT

1.1 To provide an update on progress in relation to the implementation of the Armed Forces Community Covenant during 2020/2021.

2. BACKGROUND

2.1 In 2012 Hartlepool Borough Council signed the North East Armed Forces Community Charter and established its own Armed Forces Community Covenant, to encourage support from the Armed Forces Community in our town.

2.2 A further review of the Armed Forces Community Covenant was undertaken in 2019 and was approved by Council on the 31st March 2019. The basis for the Covenant being that

"Those who serve in the Armed Forces, whether Regular or Reserve, those who have served in the past, and their families, should face no disadvantage compared to other citizens in the provision of public and commercial services. Special consideration is appropriate in some cases, especially for those who have given most such as the injured and the bereaved."

2.3 The Community Covenant requires that the Armed Forces Champion report annually to Full Council outlining progress in relation to the implementation of the Covenant. In 2020/21, the Council has maintained its commitment to the Covenant aims and has continued its activities within the parameters of Covid restrictions. 2020/21 has, however, been a year like no other with communities across Hartlepool facing unprecedented challenges in terms of their physical, emotional and financial wellbeing.

2.4 The Council has worked tirelessly to maintain the continued provision of key services across communities throughout the pandemic, with valued contributions from our ex-services and reservist members of staff. The provision of targeted support for the most vulnerable in our communities through the Support Hub has also been an essential part of the Council's

Covid response. All of which has been available to the Armed Forces community in Hartlepool.

- 2.5 It must be said that significant support has also been provided throughout the pandemic by voluntary groups within the Armed Forces Community itself, including Hartlepool's Armed Forces Breakfast Club, Hartlepool United's Veteran's Hub and the Armed Forces Liaison Group. All of which has provided links and information for those seeking help and support, whilst providing essential emotional support and communication options for those who perhaps have had no one else to turn to.

3. PROPOSALS

- 3.1 Over the last 8 years significant progress has been made in meeting the objectives and intentions of the Covenant and implementing the measures contained within it. This includes continued:-
- i) Prioritisation of armed forces personnel, their families and children, through the Council's allocations policies for Social Housing and in year school admissions;
 - ii) Disregarding of War Pensions, and Armed Forces Compensation Scheme payments, from Housing Benefit and Local Council Tax Support calculations.
 - iii) Representation on the Tees Valley Armed Forces Forum and Association of North East Councils Armed Forces Forum to ensure that the needs of our armed forces community are considered;
 - iv) Continued development of links with Armed Forces Associations across Hartlepool and cementing of relationships with the town's 883 Postal and Courier Squadron;
 - v) Support and participate in Armed Forces Events and Parades across the town and wider region, within the parameters of Covid restrictions, supported by our Culture and Information Team, Members Services Team, Public Relations Team and the Legal Service Team;
 - vi) Provision of Armed Forces Champion Surgeries on a monthly basis and a dedicated Armed Forces page on the Council's web site;
 - vii) Promotion of:
 - Reserves Day; and
 - Military Discount Schemes / opportunities.
 - ix) Support for the independently Chaired Hartlepool Armed Forces Liaison Group in its activities to bring together Armed Forces Associations from across Hartlepool to:

- Share information / best practice; and
 - Assist in the implementation of the requirements of the Covenant and lead on (contribute to) the organisation of military / ceremonies in Hartlepool. This included the conduct of an adapted Armed Forces Day event in 2020, in line with Covid restrictions.
- x) Representation on the Tees Valley Armed Forces Forum and Association of North East Councils Armed Forces Forum.
- 3.2 Over and above our ongoing activities, we have continued to move forward in our support of the armed forces community in Hartlepool. The work of our Armed Forces Champions (past and present) resulting in:
- i) Receipt in 2019 of our Gold Award, from the Ministry of Defence Employer Recognition Scheme (ERS), in recognition of our commitment to supporting the armed forces community across Hartlepool and our efforts to inspire others to do the same. Hartlepool Borough Council is now one of only two Tees Valley Local Authority to receive this accolade and we will in 2021/22 be working towards the submission for our application for Gold accreditation in 2022 (as required every 3 years);
 - ii) A refresh of the Community Covenant, originally signed in 2012, in partnership with our Military colleagues and partner organisations. As part of which the position of Veterans Champion was created to support the activities of the Armed Forces Champion;
 - iii) The extension of the ‘Get Hartlepool Active’ card concession to Hartlepool residents (and their family living at the same address) who are currently serving in the regular armed forces, are ex-members of the armed forces with a discharge date within the last 5 years and those in the armed forces reservists. Further details of the scheme are available via the below link. The aim of this is to provide improved the health and wellbeing opportunities for the Armed Forces community and Hartlepool Borough Council is the first Tees Valley Local Authority to offer these concessions.

https://www.hartlepool.gov.uk/info/20004/council_and_democracy/580/armed_forces_support/10.
 - iv) Promotion through our Economic Regeneration and Tourism Forum to encourage businesses, suppliers, contractors and voluntary/community sector to engage with the Armed Forces Community. Resulting in:
 - Additional co-signatories to the Covenant from education, housing, voluntary/community sector and local/national businesses; and
 - Links between REED and local companies, increasing involved in the Armed Forces Business Forum.

- v) An expansion of the Reserve Forces Policy to support our Reservists through the following:
 - 10 days additional paid leave,
 - The ability to purchase additional leave and request additional unpaid leave; and
 - Information about pensions, pay, childcare and keep-in-touch days.
 - vi) Close working relationships with the 883 Postal and Courier Reservist Squadron to support their employment and engagement events and facilitate their involvement in the AFLG and AFD.
 - vii) Staff from key front line services actively volunteering for the RBL, establishing a constant presence in the town, enabling staff to receive ongoing RBC training and allowing cases to be opened directly with the RBL. This removed a delay to getting our armed forces community the help they need.
 - viii) The direct provision of mental health support services such as the veterans weekly Mental Health Group and the council's Drug and Alcohol Support Team.
 - ix) Front line staff receiving briefings from the RBL to help provide and enhanced understanding and appreciation of the Armed Forces with our non-military staff, combined with the inclusion of E-Learning modules for Frontline Staff' as part of the corporate training package.
 - x) Introduction to, and promotion of the Veteran Friendly GP Accreditation Scheme with Hartlepool GP's, through the GP Federation, with (updated number being awaited) Hartlepool GP's part of the scheme;
 - xi) Provision of other events, as and when required.
- 3.3 A considerable amount of work has been done so far; however, I recognise that there is still a long way to go in supporting our armed forces personnel and their families in the future. We need to continue to move forward in identifying our service personnel and their needs, looking at how we can as a local authority work with our partners to deliver services and maximise funding opportunities.

4. RECOMMENDATIONS

- 4.1 Note the report and presentation.



Report of: Director of Children’s and Joint Commissioning Services

Subject: YOUTH JUSTICE PLAN 2021-2023

1. PURPOSE OF REPORT

1.1 Part of the Budget and Policy Framework.

2. BACKGROUND

2.1 Council are being asked to adopt the draft Youth Justice Strategic Plan 2021-2023 (attached at **Appendix 1**).

2.2 The final Strategy will also be sent to the National Youth Justice Board.

3. PROPOSALS

3.1 Children’s Service Committee approved the consultation process for Youth Justice Strategic Plan on 7th November, consequently the Youth Justice Plan has been presented to Safer Hartlepool Partnership, Audit and Governance Committee and Children’s Strategic Partnership where it has been accepted and no additional comments or amendments have been suggested. Children’s Service Committee approved the Youth Justice Strategy on the 19th October 2021 and therefore request the Council adopt the Youth Justice Plan 2021/2023.

4. RISK IMPLICATIONS

4.1 Should the plan not be agreed we would not be compliant with the requirements linked to Youth Justice Board Grant.

5. FINANCIAL CONSIDERATIONS

- 5.1 There are no direct financial implications arising from this Report, however the Youth Justice grant contributes towards the overall cost of the service.

6. LEGAL CONSIDERATIONS

- 6.1 Crime and Disorder Act 1998 A local authority must submit a youth justice plan annually to the Youth Justice Board setting out (a) how youth justice services are to be provided and funded in their area and (b) how the YOTs established by them are to be composed and funded, how they are to operate and what functions they are to carry out. The plan must be published in such manner and by such date as the Secretary of State may direct.

7. CHILD AND FAMILY POVERTY CONSIDERATIONS

- 7.1 Not applicable.

8. EQUALITY AND DIVERSITY CONSIDERATIONS

- 8.1 Not applicable.

9. STAFF CONSIDERATIONS

- 9.1 There are no staffing implications within this report.

10. ASSET MANAGEMENT CONSIDERATIONS

- 10.1 There are no asset management implications form this report.

11. RECOMMENDATIONS

- 11.1 The Council is requested to approve the Youth Justice Plan 2021/23.

12. REASONS FOR RECOMMENDATIONS

- 12.1 The development of the Youth Justice plan for 2021-2023 will provide the Youth Justice Service with a clear steer to bring about further reductions in youth offending and contribute to improving outcomes for children, young people and their families alongside the broader community.

12.2 The local Youth Justice Strategic Plan for 2021–2023 will establish responsibility across the Youth Justice Service and the Youth Justice Strategic Board for taking each improvement activity forward within agreed timescales.

13. BACKGROUND PAPERS

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

- Crime and Disorder Act 1998
- Standards for children in the Youth Justice system 2019

14. CONTACT OFFICER

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HARTLEPOOL
YOUTH JUSTICE SERVICE

STRATEGIC PLAN 2021/2023

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1. FOREWORD

Welcome to the 2021 - 2023 Hartlepool Youth Justice Strategic Plan. This plan sets out our ambitions and priorities for Hartlepool Youth Justice Service and the broader local Youth Justice Partnership for the next 2 years.

The Safer Hartlepool Partnership, Community Safety Plan 2020-21 establishes a vision for the town:

“To make Hartlepool a safe, prosperous and enjoyable place to live, work and visit”

The Youth Justice Service and broader partnership has a key role in contributing to this vision, by continuing to deliver a high quality, effective and safe youth justice service that prevents crime and the fear of crime, whilst ensuring that young people who do offend are identified, managed and supported appropriately, without delay.

In recent years Hartlepool has witnessed a significant reduction in youth crime. The local youth justice partnership has been particularly effective in reducing the numbers of young people entering the youth justice system for the first time, but there still remains a need to drive down incidents of re-offending by young people who have previously offended. This will be achieved through a combination of robust interventions designed to manage and reduce risk of harm, support safety & wellbeing, restore interpersonal relationships, promote whole family engagement and achieve positive outcomes. Encouragingly, Hartlepool Youth Justice Service has implemented a strong health offer for all young people and continues to develop its restorative offer whilst ensuring that victims of youth crime also have a voice.

The recent HMIP inspection was a positive experience resulting in a strong GOOD result overall for the service. It highlighted many positives to be maintained and built upon and also areas requiring improvement, the YJS and partners continue to work hard to improve in all in areas. The HMIP inspection framework, ‘Standards for children in the youth justice system 2019’ and the ‘Child First’ ethos will be integral to the way the service builds upon progress to date. However, it must be acknowledged that the ongoing difficulties with the COVID 19 pandemic, current economic climate, and the continuing introduction of new reforms relating to how we respond to children, young people, families and communities, will inevitably present new challenges in the coming year and beyond.

Despite these challenges I am very confident that Hartlepool Youth Justice Service and the broader Youth Justice Partnership will continue to help make Hartlepool a safe, prosperous and enjoyable place to live, work and visit.

In 2021-23 we will strive to continuously improve by:

- Maintaining and building upon the current Health offer and Enhanced Case Management model, with trauma informed practice at its core.
- Continuing to work with partners to develop a clear and consistent approach to all forms of child exploitation.
- Building on the improving YJS offer of a 'whole family approach'
- Ensuring the Service maintains a 'child first' ethos.
- Continuing to develop and embed a creative Early Intervention & Prevention offer

None of the above will be possible without the continued support and close working relationships of our partners and Children's Social Care. In addition, these relationships allow us to mitigate the impact of ever reducing partnership budgets whilst maintaining the quality and effectiveness of the Service.

2020-21 has been a difficult and frustrating year for everyone, especially in light of the COVID 19 pandemic, an initial radical overhaul of service delivery and ever changing Business Continuity and Recovery Plans added to the ongoing pressures. It needs to be highlighted that all staff have coped admirably and very professionally throughout this period ensuring the service continued to reach out and deliver interventions to all young people in very difficult circumstances.

In light of the above, as always, the local authority and Strategic Management Board is extremely grateful for the skill and dedication of our employees in continuing to support young people who offend, or are at risk of becoming involved in offending.

On behalf of Hartlepool Borough Council Children's Services and Youth Justice Service Strategic Management Board I am pleased to pledge my support to and endorse the Youth Justice Strategic Plan 2021-23



Sally Robinson, Director, Children and Joint Commissioning Services

2. INTRODUCTION

Hartlepool Youth Justice Service (YJS) covers the local authority area of Hartlepool which is impacted upon by a range of social, economic and environmental factors. Using the 2019 average score of the Index of Multiple Deprivation Hartlepool is the 10th most deprived Local Authority in the country with high levels of unemployment, the initial impact of Universal Credit, crime and anti-social behaviour, domestic violence and substance misuse. All of these factors provide significant challenges to the young people we work with impacting on their behaviours and influencing outcomes.

Hartlepool is served by 5 Secondary Schools, 1 Pupil Referral Unit and Catcote Academy which caters for secondary and post-16 students with special educational needs. There are 4 Sixth Form providers two of which are located within Secondary Schools.

The current population of Hartlepool is in the region of 93,000 with approx.10,000 being between the ages of 10-17.

The BAME population in Hartlepool remains somewhat low in comparison to other areas locally, 2011 is the last official data release. There are some estimates available for 2019 which are as follows:

BAME population – 2.7%

10-17 BAME population – 4.6%

** (These are not official statistics or experimental statistics so they have not been quality assured by ONS. They were produced by ONS in response to a Freedom of Information request)

The National Youth Justice System primarily exists to ensure that children and young people between the age of 10 and 17 (who are arrested and charged with a criminal offence) are dealt with differently to adult offenders, to reflect their particular welfare needs.

In summary, young people who offend are:

- Dealt with by youth courts;
- Given different sentences in comparison to adults and
- When necessary, detained in special secure centres for young people.

It is the responsibility of the Local Authority and statutory partners to secure and coordinate local youth justice services for young people in our area who come into contact with the Youth Justice System as a result of their offending behaviour. This is achieved through the established Youth Justice Service.

The primary functions of Youth Justice Services are to prevent offending and re-offending by children and young people, reduce the use of custody and ensure all of the above are delivered with a “Child First” ethos embedded across the service.

Hartlepool Youth Justice Service was established in April 2000 and is a multi-agency service made up of representatives from Children’s Services, Police, Probation, Public Health, Education and Community Safety. Hartlepool Youth Justice Service seeks to ensure that:

- All young people entering the youth justice system benefit from a structured needs assessment to identify risk and protective factors associated with their offending behaviour in order to inform effective interventions.
- Courts and Referral Order panels are provided with high quality reports that enable them to make informed decisions.
- Orders of the Court are managed in such a way that they support the primary aim of the youth justice system, alongside managing risk of harm and ensuring there is due regard to the welfare of the young person.
- Services provided to courts are of a high quality and ensure that magistrates and the judiciary have confidence in the supervision of young people.
- Comprehensive bail and remand management services are in place locally for young people remanded or committed to custody, or on bail while awaiting trial or sentence.
- The needs and risks of young people sentenced to custodial sentences (including long-term custodial sentences) are assessed to ensure effective resettlement and management of risk.
- Those receiving youth justice services are treated fairly regardless of race, language, gender, religion, sexual orientation, disability or any other factor, and actions are put in place to address discrimination if identified

In addition to the above, the remit of the service has widened significantly in recent years due to both national and local developments relating to prevention, diversion and restorative justice and there is a now requirement to ensure that:

- Creative strategies and services are in place locally to prevent young people from becoming involved in crime or anti-social behaviour;
- Out-of-court disposals deliver targeted and bespoke interventions for those at risk of entering the Youth Justice System
- Assistance is provided to the Police when determining whether Youth Cautions should be issued and

Restorative approaches are used, where appropriate, with victims of crime and ensures that restorative justice is central to work undertaken with young people who offend.

The Hartlepool Youth Justice Plan for 2021-2023 sets out how youth justice services will be delivered, funded and governed in response to both local need and national policy changes and in line with the Standards for children in the youth justice system 2019, the recent HMIP inspection findings and the ongoing Business Continuity and Recovery plan. It also highlights how Hartlepool Youth Justice Service will work in partnership to prevent offending and re-offending by young people and reduce the use of custody.

3. STRATEGIC VISION AND PRIORITIES

Hartlepool's Children's Strategic Partnership has set out its vision for children and young people within the town as follows:

Vision:

Our ambition as a children's partnership is to enable all children and families in Hartlepool to have opportunities to make the most of their life chances and be supported to be safe in their homes and communities.

Obsessions:

- Children and young people have opportunities to make the most of their life chances and are safe
- Improving family relationships, strengths, skills and ability to cope
- Reducing the impact of domestic violence, mental health, drugs and alcohol misuse on children and families
- Helping parents, carers and young people to gain skills and get jobs

The Youth Justice Service, as part of the wider services for children, seeks to deliver on the vision and obsessions through a number of identified Youth Justice Service Strategic Priorities for 2021 - 2023.

In addition, these priorities align and overlap with the strategic priorities set by the Safer Hartlepool Partnership for 2020-21:

- Reduce Anti-Social Behaviour
- Reduce the harm caused by drug and alcohol misuse
- Reduce Domestic Violence

To enable Hartlepool Youth Justice Service to contribute to the vision above, it will focus on the following strategic objectives and priorities:

Strategic Objectives and Priorities – 2021-2023

Hartlepool Youth Justice Service (and the broader Youth Justice Partnership) will be utilising the YJB grant to help achieve the following key strategic objectives during 2021-23:

Youth Justice Strategic Priorities

Re-offending - reduce further offending by young people who have committed crime with a particular emphasis continuing on the development of Service interventions that are structured, responsive and tailored to meet identified individual need and evaluated. (Both within Youth Justice Services and provided by external agencies).

Key Actions

- Undertake quality assessments of young people at risk of re-offending, ensuring risks, desistance factors and needs are identified which inform effective intervention planning
- Improve interventions delivered, through innovation and collaboration where appropriate
- Improve intelligence and timely information sharing relating to those young people who are at risk of offending, to inform service-wide improvement activity or targeted work
- Continue to improve the 'whole family' approach and Health offer within the service and with partners
- Continue to undertake scoping activities in relation to retaining both the Speech & Language Therapist, Trauma Informed Care Pathway and Emotional Wellbeing therapists presence within the YJS beyond March 2021

Early Intervention and Prevention – sustain the reduction of first time entrants to the youth justice system by ensuring that creative strategies and services remain in place locally to prevent children and young people from becoming involved in crime and anti-social behaviour.

Key Actions

- Embedding of the YJS Early Intervention and Prevention offer across Children's Services and the partnership

- Operate a targeted approach to supporting individuals and groups of young people at risk of offending - based on intelligence and collaborative working with key partners (Police, ASB, Early Help, Voluntary Community Sector, Schools, etc)
- Work with Partners to reduce and respond to the Child exploitation
- Ongoing trend analysis of past and current FTE's to identify key themes and responses
- Ongoing briefings to key partners (such as Police and Social Care) to emphasise and promote the Prevention and Diversion agenda
- Ensure point of arrest diversion is evident as a distinct and substantially different response to formal out of court disposals

Remand and Custody – demonstrate that there are robust and comprehensive alternatives in place to support reductions in the use of remands and custody.

Key Actions

- Monitor and maintain the use of Compliance Panels to ensure continued effectiveness
- Ensure the Service provides intensive packages of supervision and support to high intensity orders and bail arrangements
- Ensure that the needs of young people in custody and the factors relating to their offending behaviour are addressed in the secure estate to prevent further offending upon release
- Ensure that robust and timely Resettlement Planning is in place for young people upon release to reduce the risk of further reoffending (HMIP Youth Justice inspection framework, standard 4.1 Resettlement, May 2021)
- Review capacity to deliver ISS, and resource appropriately, through a multi-agency approach

Risk and Safety & Wellbeing (Asset Plus) – ensure all children and young people entering or at risk of entering the youth justice system benefit from a structured needs assessment to identify risk of harm, safety and wellbeing concerns and desistance factors, to inform effective intervention and risk management.

Key Actions

- Continued Asset Plus refresher training, ensuring robust assessment of a young person's needs
- Work in partnership with other agencies to ensure there is a co-ordinated assessment and plan relating to a young person's risk and safety & wellbeing
- Implement an audit cycle/performance clinic to ensure assessment and plans are meeting the appropriate quality standards through robust and transparent quality assurance and feedback.

- Ensure that desistance factors are identified and analysed in all assessments of every young person subject to YJS supervision through quality assurance and staff supervision.
- Attendance and contribution to YJB Regional Effective Practice groups and peer collaboration with Tees Valley and North East YJS colleagues
- Ongoing internal staff training and workshops to benchmark quality standards in the management of risk and safety & wellbeing
- Continue to work alongside the partnership to identify suitable interventions and pathways for children and young people criminally exploited and potentially being drawn into County Lines activity
- Undertake 'Practice Week', this consists of a team of independent auditors to carry out case work audits, undertake practice observations and gain feedback from young people and their families. The evaluation of practice week will inform the service development plan.

Restorative Justice – ensure all victims of youth crime have the opportunity to participate in restorative justice approaches and restorative justice is incorporated in to the work undertaken with young people who offend.

Key Actions

- Ensure that victims of youth crime have the opportunity to participate in restorative justice approaches leading to improved outcomes for victims
- Continue to use restorative practice across all aspects of the Youth Justice Service
- Regularly re-visit, review and develop practice and process around Referral Order panels to ensure increased involvement from victims, panel members, young people and their families
- Continue to develop the in-house RJ 'offer' to consolidate and embed current and better integrated working practices – including the victim's evaluation

Effective Governance – ensure that the Youth Justice Strategic Management Board is a well constituted, committed and knowledgeable Board which scrutinises Youth Justice Service performance.

Key Actions

- The Youth Justice Management Board will provide oversight and scrutiny of the service action plan and performance
- Ensure Management Board members attend regular development and shadowing opportunities as provided by the YJS Team Manager.
- Continue to review the Terms of Reference for the YJS board to ensure it is fit for purpose and includes appropriate representation and contribution of all statutory partners.
- Attendance and representation at YJB Regional executive meetings with colleague YJS Managers from the North East – to share learning and Governance issues to improve wider regional service delivery

Voice of the Young People – ensure that all young people are actively involved in developing their own plans having the opportunity to develop and inform current and future service delivery

Key Actions

- Ensure young people’s involvement in relation to their assessment and plans is clearly evidenced within the records.
- Young people to be actively involved in developing their own plans and their comments are captured at implementation, review and closure of all plans
- The service will ensure young people are provided with opportunities to influence and shape service delivery – through access to, and completion of, Survey Monkey feedback
- YJS leadership team to hold regular evaluation/feedback meetings to ensure all comments are seen and actioned where required

‘Child First’ – ensure that the Child First principles are embedded within the Youth Justice Service and that every child has the opportunity to live a safe and crime free life, and make a positive contribution to society.

Key Actions

- Prioritise the best interests of children, recognising their needs, capacities, rights and potential.
- Encourage children’s active participation, engagement and wider social inclusion.
- Ensure that all work carried out by the service is a meaningful collaboration with children and their parents/carers.
- The YJS will promote a childhood that is removed from the Justice System, using prevention, diversion and minimal intervention and that all work minimises stigma.

Education, Training, Employment – Working in collaboration with partners i.e. Schools, Virtual School, One Stop Shop etc to ensure all Young People open to the YJS are actively engaging in some form of suitable ETE, thus reducing NEET numbers and increasing attendance.

Key Actions

- Ensure Education is suitably represented on the Strategic Management Board
- Education reports submitted by partners for each Strategic Management Board meeting
- Encourage children’s active engagement with their respective education provider
- The YJS leadership team to hold monthly Education meetings with all education partners
- Working in collaboration regarding children with EHCP/SEN

Substance Misuse – Working in collaboration with partners i.e. Horizons/START to improve and sustain the engagement of young people open to the YJS within substance misuse services.

Key Actions

- Ensure Substance Misuse providers are suitably represented on the Strategic Management Board
- Regular reports/updates submitted to the Strategic Management Board by Substance Misuse providers
- Ensure the co-location and continued working arrangements/pathways are embedded between the YJS and Substance Misuse partners
- All children and young people identified as needing support are actively encouraged to engage with appropriate Substance Misuse services

4. STRUCTURE AND GOVERNANCE

Service Structure:

Hartlepool Youth Justice Service employs a staff team of 27 people, which includes three seconded staff, and 5 sessional workers (**see Appendix 1**). The service also benefits from a team of 6 active volunteers who are Referral Order Panel members. All staff and volunteers are subject to Disclosure and Barring Service (DBS) checks which are renewed every three years.

The YJS delivery model has been reconfigured and restructured during the last year to ensure the service remains sufficiently flexible to address future challenges. This will continue to be achieved through a generic case management and intervention delivery model, across pre and post court functions. This will ensure maximum resilience, capacity and flexibility to meet the needs of children and young people and the service as a whole.

The current YJS structure aims to consolidate areas of strong performance and effective practice, whilst also providing a dynamic framework to respond to emerging priorities, recognised both by the Local Authority and key partners.

This model (alongside the YJS strategic plan) allows the organisation and the wider YJS partnership to action the priorities for service delivery and to achieve best outcomes for children and young people across the range of statutory and preventative services.

Governance:

The Youth Justice Service is located within the Children & Joint Commissioning Services Department. The Management Board is chaired by the local Neighbourhood Policing Chief Inspector and is made up of representatives from Children's Social Care, Police, Probation, Public Health, Courts, Education, Youth Support Services and Community Safety.

Effective integrated strategic partnership working and clear oversight by the Management Board are critical to the success and effective delivery of youth justice services in Hartlepool. The board is directly responsible for:

- Determining how appropriate youth justice services are to be provided and funded;
- Overseeing the formulation each year of the youth justice plan;
- Agreeing measurable objectives linked to key performance indicators as part of the youth justice plan;
- Ensuring delivery of the statutory aim to prevent offending by children and young people;
- Giving strategic direction to Youth Justice Service Manager and Youth Justice Service Team;
- Providing performance management of the prevention of youth crime and periodically report this to the Safer Hartlepool Partnership;
- Ensuring that Standards for children in the youth justice system 2019 are embedded across the whole service and audits are completed within required timescales;
- Promoting the key role played by the Youth Justice Service within local integrated offender management arrangements;
- Advocate on behalf of the YJS within their own service areas and beyond, specifically supporting the YJS to overcome barriers to effective multi agency working;
- Oversight of all data submissions to the YJB ensuring timeliness, especially conditions set out in the YJB grant;
- Ensuring the recommendations outlined in the HMIP inspection report are addressed and monitored at board meetings

The Management Board is clear about the priority areas for improvement, and monitors the delivery of the Youth Justice Strategic Plan, performance and prevention work. It is well attended and receives comprehensive reports relating to performance, finance and specific areas of service delivery.

Members of the Board are knowledgeable, participate well in discussions and are members of other related boards, such as the Local Safeguarding Children's Board and the Safer Hartlepool Partnership, which contribute to effective partnership working at a strategic level. Board meetings are well structured and members are held accountable. The current membership of the Board is as follows:

Mark Haworth (Chair)	Chief Inspector – Neighbourhood Policing (Cleveland Police)
Jane Young (Deputy Chair)	Assistant Director – Children and Families' (HBC)
Roni Checksfield	Hartlepool YJS Manager (HBC)
Emma Rutherford	Virtual School Headteacher (HBC)
Ann Powell	Head of Cleveland NPS – National Probation Service (NE)
Rachel Parker	Community Safety Team Leader (HBC)
Zoe McKenna	One Stop Shop Manager (HBC)
Deborah Clark	Public Health Improvement Practitioner (HBC)
Jo Heaney	Clinical Commissioning Group (Tees Valley) (CCG)
Kate Stockdale	Head of Service, Substance Misuse (HBC)

Heather Moreton	Her Majesty's Courts and Tribunals Service (HMCTS)
David Ward	Head of Finance (Children's & adults) (HBC)
Lisa Oldroyd	Office for Police & Crime Commissioner (OPCC)
Helen Marriott	Health & Justice Services (TEWV)
Linda Bush	Head of Innovation and Engagement (North East & Cumbria) Youth Justice Board for England and Wales

5. PARTNERSHIP ARRANGEMENTS

Hartlepool Youth Justice Service is a statutory partnership which includes, but also extends beyond, the direct delivery of youth justice services. In order to deliver youth justice outcomes it must be able to function effectively in both of the two key sectors within which it operates, namely:

- Criminal justice services.
- Services for children, young people and their families.

The Youth Justice Service contributes both to improving community safety and to safeguarding and promoting the welfare of children and in particular protecting them from significant harm.

Many of the young people involved with the Youth Justice Service are amongst the most vulnerable children in the borough and are at greatest risk of social exclusion. The Youth Justice Service's multi-agency approach ensures that it plays a significant role in meeting the safeguarding needs of these young people. This is achieved through the effective assessment and management of safety & wellbeing and risk, through working in partnership with other services, for example Children's Services, Health, Education, Secure Estate and Police to ensure young people's wellbeing is promoted and they are protected from harm. Regular ongoing communication, meetings, joint training opportunities and speedy information/intelligence sharing ensure ongoing strong links and relationships.

All high risk cases can be escalated to either one or both of the Vulnerable, Exploited, Missing and Trafficked group (VEMT) or the Strategic Risk Management Group, the Youth Justice Service has representation on both groups which meet monthly. Discussions around serious youth violence, criminal exploitation and county lines are conducted within these forums ensuring tight plans are implemented and strategic management oversight is afforded

6. RESOURCES AND SERVICES

The Youth Justice Service budget is mainly funded by a combination of Local Authority funding and Youth Justice Board grant, although historically there have been financial contributions from the Police and Health (CCG and Public Health). The Local Authority's contribution to the service has remained protected; however over time there have been reductions in the other areas of funding.

In April 2021 the YJB announced their grant allocations which is an 8.8% increase for Hartlepool (£411k compared to £378k in 20/21) equating to an additional £33,000. It is unclear whether this increased grant will apply in future years as the grant award letter does state:- "*This one-off*"

uplift is by exception and is not guaranteed for future years. The YJB has sought for this additional funding to support local authorities to address some of the pressures in the system as you move into recovery following the impact of COVID-19 and to support the delivery of our strategic plan.”

The National Probation Service continue to provide funding (£5k) as well as their staffing contribution which is 0.5 FTE, and the CCG contribution is a non-cash contribution via the commissioning of the Trauma Informed Care Pathway.

Cleveland Police ceased their cash contribution in 2013/14, however still provide the seconded Police Officer. Funding secured from the Police and Crime Commissioner in 2015 towards the delivery of Triage continues, there has however been a slight reduction in the amount of this funding which is secured for the next 12 months.

2021/2022 Youth Justice Service Budget

Agency	Staffing Costs	Payments in kind	Other delegated funds	Total
Police		45,000		45,000
Police and Crime Commissioner			32,000	32,000
Probation		18,500	5,000	23,500
Health				0
Local Authority	150,000	120,000	105,000	375,000
Welsh Government				0
YJB	256,000		130,000	411,000
Other				0
Total	406,000	183,500	272,000	886,500

Planned/Proposed Expenditure 2021/22

Direct Costs	2021/22 Budget £'000
Employees	585
Premises	40
Transport	15
Other Non-Pay Costs	141
Indirect Costs – HBC #	42
Indirect Costs - Police	45
Indirect Costs - Probation	19
Total	887

- Inc recharges for premises, management, payroll, HR, finance, legal etc

The minimum staffing requirements set out in the Crime & Disorder Act 1998 requires that the service has a nominated person from each of the following statutory partners; Police Service, Children's Social Services, National Probation Service, Education and Health. Hartlepool YJS does not have an education rep sitting within the team, however there is a designated Education Officer who deals solely with YJS children as well as a designated One Stop Shop (OSS) worker who leads on all YJS post 16 education. Monthly Education meetings, attended by Education representatives, OSS worker and YJS staff are held where each child in the current cohort is discussed in depth, barriers to education, current circumstances and plans moving forward are also agreed. All staff have direct access to the Education Officer, wider Virtual School staff who provide support, advice and guidance and OSS worker to discuss ongoing daily education issues as and when they arise and gather any information/data as required.

7. PERFORMANCE & PRIORITIES

A review of progress made against last year's plan highlights that the service has made progress across the majority of the strategic priorities; but there remains key areas for improvement that will need to be driven forward in the coming year:

1. HARTLEPOOL YOUTH JUSTICE SERVICE STRATEGIC PRIORITIES	COMMENTS/UPDATES
<p>Re-offending - <i>reduce further offending by young people who have committed crime with a particular emphasis in the development of Service interventions that are structured, responsive and tailored to meet identified individual need and evaluated. (Both within Youth Justice Service and provided by external agencies).</i></p>	<p>Hartlepool YJS are in the process of embedding a clearer more robust process of identification and intervening much earlier with YP regarding reoffending. This needs to be a multi-agency approach across the LA with regular communication and buy in from all service areas. Recently received updated data from the YDS indicates a reduction in reoffending over the last year, however this remains a key priority as we are all too aware of how these figures can fluctuate very quickly. The YJS and partners continue to work hard in this area, to ensure the reduction is built upon and improved over the next 2 years.</p>
<p>Risk and Safety & Wellbeing (Asset Plus) – <i>ensure all children and young people entering or at risk of entering the youth justice system benefit from a structured needs assessment to identify risk of harm, safety and wellbeing concerns and desistance factors, to inform effective intervention and risk management.</i></p>	<p>All pre and post court cases within Hartlepool YJS benefit from an AssetPlus assessment. Quality Assurance frameworks have been implemented and aligned with HMIP Best Practice guidance, with all AssetPlus assessments countersigned by YJS managers. Risk management meetings are held for all High and V High and referrals to VEMT/Strategic Risk Management are made as required. The YJS Internal training programme 2021/22 (Attached at Appendix 2) covers the above as well as desistance etc.</p>
<p>Remand and Custody – <i>demonstrate that there are robust and comprehensive alternatives in place to support reductions in the use of remands and custody.</i></p>	<p>Hartlepool YJS have a clear process for alternatives to custody through the offer of ISS bail packages and utilisation of pre-breach meetings for those at risk of custody via non-compliance. There has been a significant reduction in remands, 1 in 2019/20, 0 in 2020/21 and also 0 to date in 2021/22. Custody figures – 1 in 2019/20, 2 in 2020/21 and 0 to date in 2021/22. The YJS and partners continue to work hard in reducing these figures.</p>
<p>Early Intervention and Prevention – <i>sustain the reduction of first time entrants to the youth justice system by ensuring that strategies and services remain in place locally to prevent children</i></p>	<p>Hartlepool YJS have a robust embedded diversionary offer and OoCD disposal process. To enhance this offer and widen Early Intervention/Prevention the YJS will be working directly 1:1 with referrals received from the wider Children's Services for those YP at risk of offending. A bigger onus is now</p>

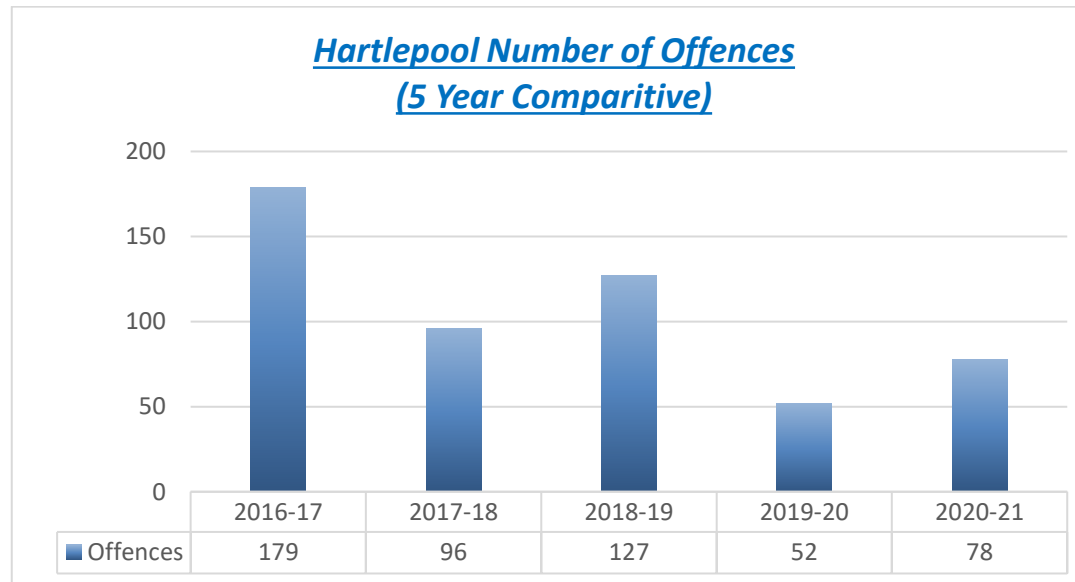
<i>and young people from becoming involved in crime and anti-social behaviour.</i>	being placed on Prevention/early Intervention and the service is working very hard on bespoke creative individual packages of support for all children/YP being identified and referred.
Child First – ensure that the Child First principles are embedded within the Youth Justice Service and that every child has the opportunity to live a safe and crime free life, and makes a positive contribution to society.	We continue to embed the “Child First, Offender second” principles across the service, our aim is to deliver a non-stigmatising approach to interventions where all children/YP have a voice and are active in planning their own pathways and plans. Alongside this there are ongoing discussions/meetings being held with Cleveland Police and partners regarding Criminal exploitation and LAC (the criminalisation of these young people) and the various forums these issues are discussed.
Restorative Justice – ensure all victims of youth crime have the opportunity to participate in restorative justice approaches and restorative justice is incorporated in to the work undertaken with young people who offend.	RJ and victim work continues to be delivered in house. We are now reviewing our own processes/monthly audit etc to improve our practice and the offer/outcomes to victims? This is being carried out at Leadership meetings, we have introduced an RJ database where this info is stored and monitored. We are seeing an increased improvement across the service with all areas of RJ.
Voice of the Young People – ensure that all young people are actively involved in developing their own plans and interventions and have the opportunity to develop and inform current and future service delivery	Hartlepool YJS continue to have an established in-house evaluation tool via ‘survey monkey’ – which is based on questions asked by HMIPs ‘Viewpoint’ survey before it was decommissioned in March 2017. We have now implemented Survey Monkey evaluations for young people, Parents/carers and Victims. AssetPlus self-assessments are completed at all initial, review and closure stages (across pre and post court cases). Children, YP and Parents/Carers are actively engaged in the creation of their plans and reviews with comments requested at all stages, as well as in depth Closure Summaries. This information is shared with the Management Board at board meetings for further discussion and to help shape future delivery and services.
Effective Governance – ensure that the Youth Justice Strategic Management Board is a well constituted, committed and knowledgeable Board which scrutinises Youth Justice Service performance.	As a result of various national and local drivers, it is important to emphasise that the YJS partnership should reflect the most appropriate local arrangement for maximum effectiveness. The Board’s membership and activity was reviewed in May 2021 and will be reviewed again in 2022, this will be undertaken with all board members. There is a need to ensure development days and shadowing days are prioritised. Board members attended the bite size sessions delivered by the YJB in early 2021 and activity from board members is and continues to improve.
Education, Training, Employment – Working in collaboration with partners i.e. Virtual School, OSS etc ensure all Young People open to the YJS are actively engaging in some form of suitable ETE, thus reducing NEET numbers and increasing attendance.	Identified during the recent HMIP as an area needing improvement. There is a need for the YJS to work closely with all relevant partners and work towards reducing NEET figures and improving engagement/attendance for all YP and their education provision. Up to date education reports are now presented at each board meeting by the relevant representatives, monthly education meetings are held and a database of all YP updated. Support with EHCP, SEN, alternate provision, PEX, PRU and Post 16 education is available via the Education reps. All YJS staff have direct access to the Education reps on a day to day basis.
Substance Misuse – Working with partners i.e. Horizons/START to improve and sustain the	Identified during the recent HMIP as an area needing improvement. There is a need for the YJS to work closely with all relevant partners to understand the low engagement and work towards sustaining

engagement of young people open to the YJS with substance misuse services.

the engagement of all YJS YP with Substance Misuse services. HOS Substance misuse now sits on the board and will be producing up to data/reports for future board meetings. Co-location of staff, joint working, joint training and daily communication is ongoing.

Young People Who Offend

In spite of the challenges that young people, families and communities contend with in Hartlepool, the local Youth Justice Partnership has had significant success in recent years in terms of preventing and reducing youth offending behaviour.



The number of offences committed by the YJS cohort has reduced from 179 (2016/17) to 78 in 2020/21, there have been slight fluctuations during this period, however this represents a significant reduction of 57% across the last 5 years and a 38% reduction in the last 3 years.

Prevention and Diversion

Hartlepool Youth Justice Service, and the broader youth justice partnership, continue to place a significant emphasis on the prevention of young people's involvement in crime and anti-social behaviour. This continues to positively impact on the reduction of young people entering the Youth Justice System.

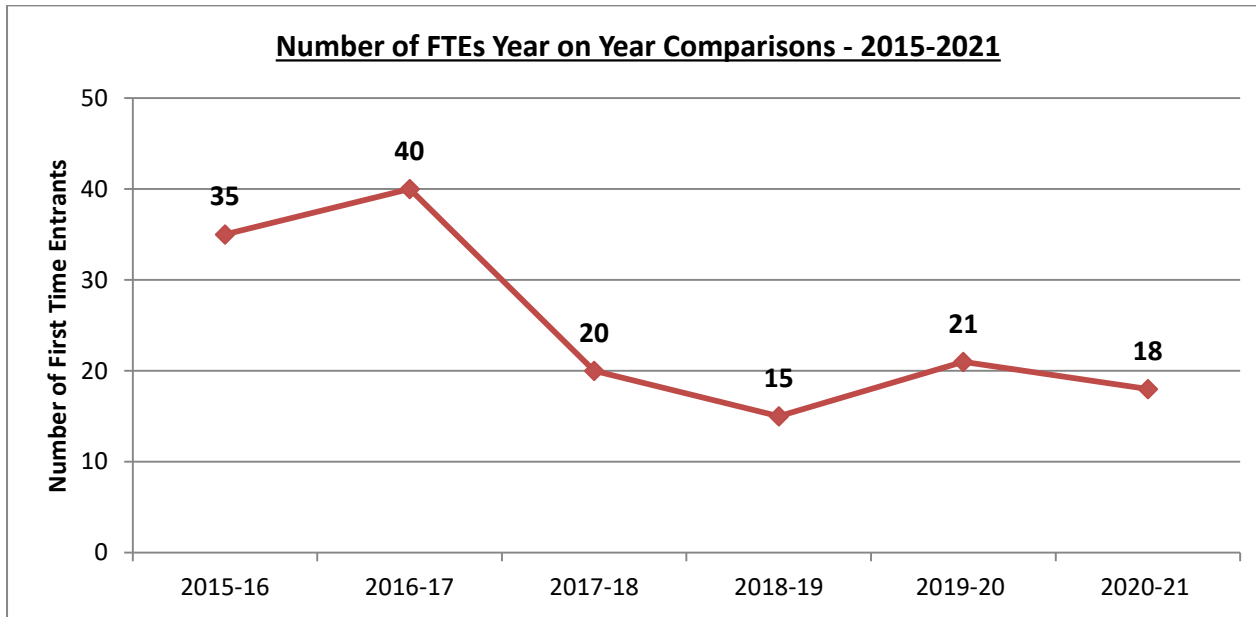
Youth crime prevention and diversion is based on the premise that it is possible to change the direction of young people by reducing risk factors that may lead to offending behaviour and enhancing protective factors that might help prevent offending.

It marks a concerted shift away from reactive spending, towards early action and intervention, through a range of programmes for young people who are at risk of offending, which can result in better outcomes and greater value for money.

For young people whose behaviour has become more problematic, robust out of court interventions have proven to be highly successful in diverting young people away from further involvement in crime and anti-social behaviour. The use of out of court interventions are able to impress upon the young people the seriousness, and potentially damaging effect, of their actions however they do not criminalise the young people in the way that statutory court orders inevitably do.

Hartlepool YJS partnership arrangements with Cleveland Police are established and effective in relation to the diversion of young people from the Youth Justice System. This remains primarily through the delivery of Out Of Court Disposals (OOC), with longer term data trend evidencing significant success in this area. Indeed, Hartlepool YJS will continue to monitor the number of FTEs and for those young people subject to an OOC, ensuring interventions are robust and sufficient to address the offence committed, alongside other areas of need identified in the assessment, in order to help prevent any further offending.

Cleveland PCC continues to fund the diversionary Triage programme which has made a considerable contribution to the continuing reduction of FTEs. There was a recorded 40 FTEs in 2016/17 compared to 18 in 2020/21 a reduction of 55%, although figures have fluctuated over the last 3 years we are confident as a partnership that we can continue to reduce these figures.



Discussions are currently ongoing between the 3 Cleveland YJSs, Cleveland Police, CPS and the Office of the Police & Crime Commissioner to discuss implementation of a “Divert from Charge” process, if and when implemented this will add another strand to the Prevention/Early Intervention/Diversion offer

Our Prevention and Early Intervention Offer has been overhauled and redesigned continuing the focus of a Child First Youth Justice Service. This will be delivered by ensuring that we:

- Prioritise the interests and needs of all children/YP
- Promote their individual strengths and capacities
- Build trusting supportive relationships
- Empower Children/YP to make positive contributions
- Encourage participation
- Ensure a non-stigmatised contact with the service

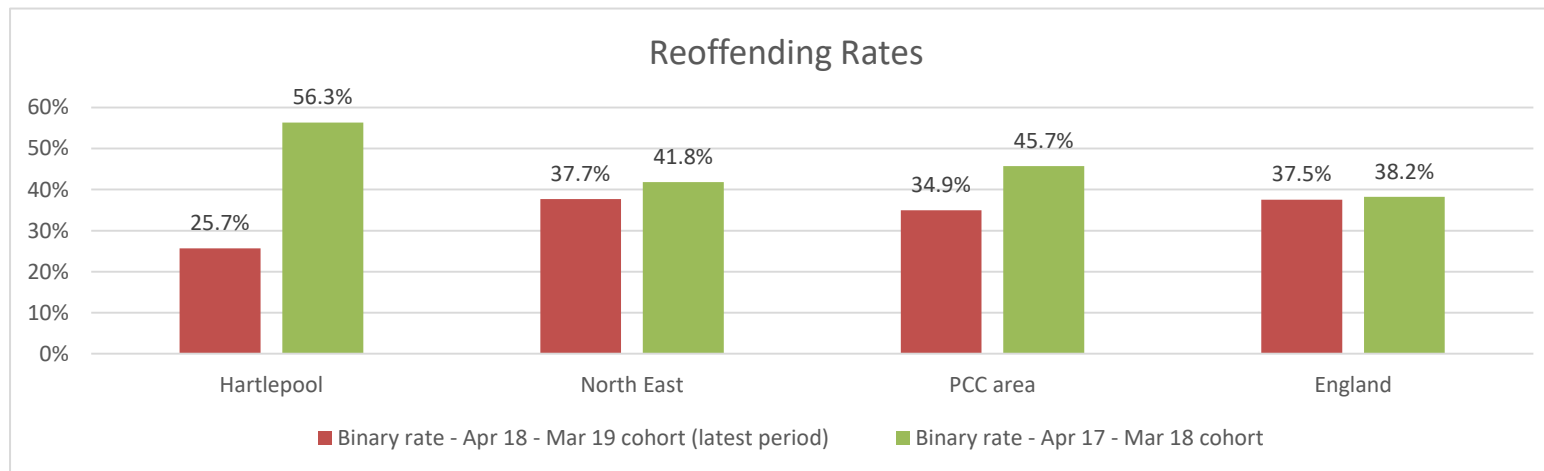
Referrals and numbers via this route will continue to increase into the service, this will be recorded and highlighted within all Management Board reports to indicate the ongoing importance of this work and the effect this is hoped to have on the reduction of children/YP entering the service via statutory means.

Continued multi agency partnership work is ongoing to implement suitable interventions and processes to work intensively with those young people identified as potentially being criminally exploited. Hartlepool YJS will be providing a leading role in this process alongside the Vulnerable, Exploited, Missing and Trafficked (VEMT) local board. Discussions and plans are in the advanced stages within Children’s Services with the implementation of a Contextualised Safeguarding Hub which will bring the other forums together under one roof.

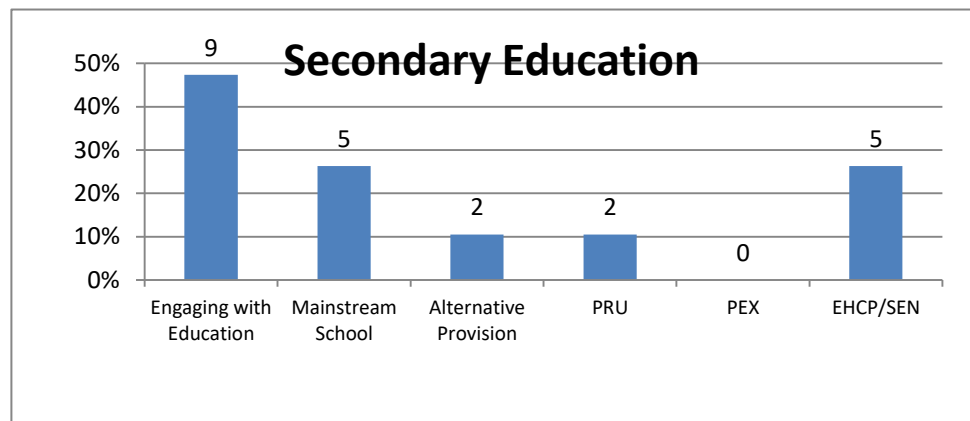
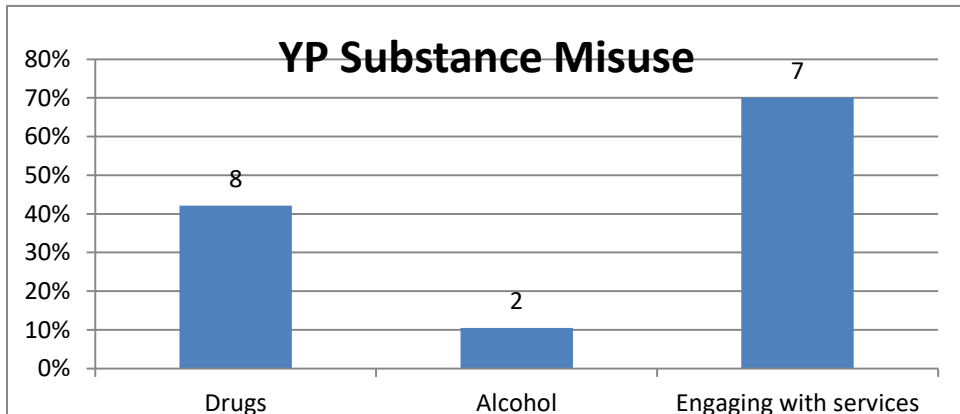
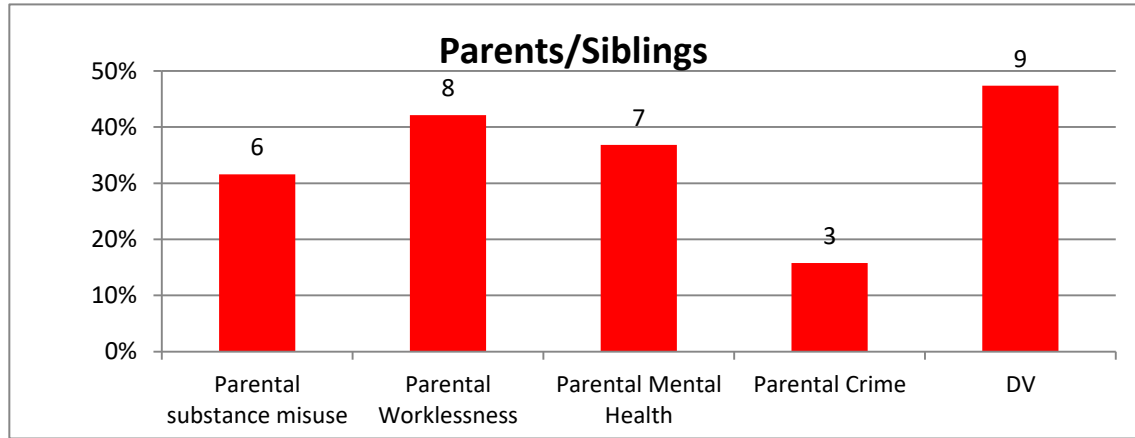
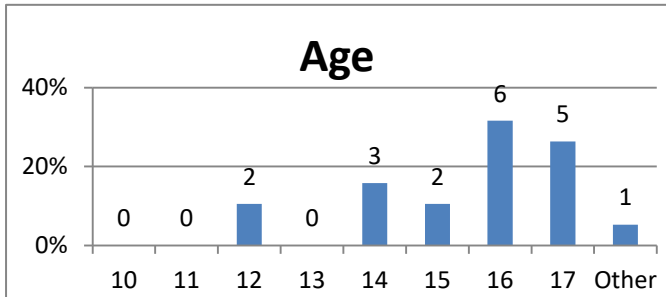
Reoffending

The rate of youth reoffending within Hartlepool has reduced significantly over the last year, it is currently below the national and regional average, however, it will continue to be a key priority in the coming year. Numbers can and will no doubt fluctuate in the future, we need to continue to work together as a service and partnership to aim to drive these figures down.

Each of the cohorts are tracked for a period of 12 months, plus a further waiting period of 6 months to allow for any offences which may not have yet been dealt with by the Criminal Justice System – therefore the most recent reoffending data always has an 18 month time lag.



The service is dealing with smaller caseloads consisting of complex individuals with multiple risks and vulnerabilities. Hartlepool YJS carry out a quarterly Needs Analysis of all YP open to the service and place a big onus on this. The Needs Analysis enables the service and partnership via Management Board meetings to have a good snap shot of the current cohort's complexities and potential gaps within delivery, services and areas of concern. Recent analysis reveals a cohort which display broader lifestyle choices relating to substance misuse and the need to generate income to maintain this. This also reflects the national and regional picture in terms of caseload composition.



**These graphs highlight a small snap shot of the Needs Analysis

**There are numerous graphs created depicting a multitude of up to date data

Furthermore, this cohort of young people who continue to offend are predominantly young males aged between 15 and 17, many of whom reside within Hartlepool's most deprived neighbourhoods. Although not mutually exclusive, the common criminogenic need and welfare issues prevalent amongst this cohort as identified within quarterly Needs Analysis as:

- higher than average mental health/emotional wellbeing needs
- higher levels of drug and alcohol use than for the general population and in particular 'heavy cannabis use'
- low educational attachment, attendance and attainment
- having family members or friends who offend
- higher than average levels of loss, bereavement, abuse and violence experienced within the family
- a history of family disruption
- chaotic and unstructured lifestyles

Alongside this cohort of young males, there is another cohort of young females aged 14 -17 whom, although perhaps not as prolific in terms of reoffending, are of significant concern due to multiple complex issues which are predominately welfare-orientated. These include:

- Substance misuse
- Chaotic lifestyles
- Sexual exploitation
- Missing from home
- Family breakdown

Again, as with the male cohort, young females who are offending are noted to have a higher prevalence of poor emotional well-being. Analysis shows that this arises from loss, bereavement and domestic or sexual abuse.

Working in partnership is key to supporting a greater understanding of these underlying issues, alongside addressing them in a holistic and co-ordinated way to provide "pathways out of offending", with the intention of trying to reduce crime and break the cycle of offending behaviour across generations. This collaborative work is achieved through the following partnerships:



It is also important to adopt an ‘intelligence-led’ targeted approach, particularly in relation to prevention, and build on service-wide staff training to respond to Speech, Language, & Communication, alongside the emotional health and wellbeing needs of the young people. An important element to the reduction of reoffending and the number of those entering the youth justice system is the development of the YJS interventions. Interventions are bespoke, based on high quality, integrated assessments and plans, delivered by YJS staff and partner agencies. Progress has been made in

this area, however further work is needed in the forthcoming year. Innovative interventions have been developed and a more evident 'Whole Family' approach is being further developed with the recent inclusion of Psychological Therapists and the re commission of the Speech and Language Therapist alongside the Trauma Informed Care Pathway within the service. This will continue to be monitored through established quality assurance and performance measures, such as the monthly YJS performance clinics and the Hartlepool Community Safety Partnership meetings between Police, Social Care, ASBU, YJS, Fire and Rescue Services and Adult Services.

Hartlepool YJS Health Offer is attached at Appendix 3

Victims of Youth Crime

Whilst crime rates in Hartlepool have fallen, the likelihood of being a victim of crime still remains a reality, especially in our most vulnerable and disadvantaged communities. The YJS and broader Youth Justice Partnership are working hard to reduce the numbers of victims of crime, by incorporating the use of restorative justice practices. Restorative Justice (RJ) provides opportunities for those directly affected by an offence (victim, offender and members of the community) to communicate and ensure victims of youth crime have a voice.

In addition victims of youth crime are helped to access appropriate support pathways that enable them to move on from the impact of crime. A personalised approach is taken to ensure that victims of crime in Hartlepool are placed at the centre. This includes ensuring that individual needs and wishes are fully taken into account. As a result we aim to visit all victims of crime so they are able to access pathways to support, including the option to participate in restorative justice. Across 2019/20 and 2020/21 there were **79** contacts with direct victims of crime and where consented a Victim Impact Statement carried out.

RJ is an important underlying principle of all disposals for young people on YJS caseload, from Triage to Detention & Training Orders. Whilst restorative processes typically result in practical reparation, for example participating in a task that benefits the community, the communication between victim and offender, as part of this process, can also produce powerful emotional responses leading to mutual satisfaction and socially inclusive outcomes.

The decision was made to in-source the RJ and Victim provision as of 1/4/17. These statutory duties have been re-aligned within the existing staffing of Hartlepool YJS – all of whom have undertaken service-wide RJ training, many to level 3.

This decision has enabled Hartlepool YJS to have direct control and influence in shaping the direction and quality of RJ work, including the establishment of updated working policies, practices and procedures. In turn, this has already begun to result in better outcomes for both victims and young people and is much more responsive to local need.

There is considerable evidence that RJ practice is much more integrated across all areas of the service. In particular, there is a closer link between those workers with additional RJ responsibility and case managers in relation to the needs and wishes of victims.

During the last year direct and indirect reparative projects were difficult to deliver, as part of the ongoing recovery plan we are now introducing suitably risk assessed 1:1 reparation projects, these are individual bespoke projects and are planned to take place involving furniture restoration, bird boxes for distribution to local groups and Christmas hampers for those in need. This will build over the year and hopefully allow us to get back into the position we were in prior to the COVID 19 pandemic.



Quality of Services

Throughout 2019/20 & 2020/21 the YJS continued preparation for the much anticipated HMIP inspection, considerable time was put in by all staff. All Policies & Procedures were re written and regular case audits were carried out to ensure assessment, planning, intervention and delivery were off a good standard.

The service was inspected in Oct 2020 virtually over a 4 day period, and was rated as GOOD, 4 areas were Outstanding, 6 Good and 2 Requiring Improvement. The service, board and wider partnership were very pleased with the outcome and agreed with the findings of the report. Work hasn't stood still and everyone continues to drive forward to ensure the recommendations are addressed and actioned.

Performance management and data analysis has continued to be a priority with significant work undertaken in conjunction with the Local Authority's Data information and IT teams. This has enabled various processes and documents (including the YJS Board Report) to be aligned with cleansed data, which not only makes performance management data more accessible and understandable, but also allows such data to inform service improvement activity, comparative analysis and the directing of resource to areas of organisational need.

Hartlepool YJS continue to commission South Tees YOS, to provide duty cover of Youth Court work in Teesside. Whilst allowing the service to maintain excellent working relationships within the Court arena, this continues to create some necessary and critical capacity within the team to manage the volume of post-court work and utilise staffing time more effectively. Given the success of this arrangement (strategically, operationally and financially) this was re commissioned in March 2021 for a further 12 month period.

A continued key strength of Hartlepool YJS and identified within the HMIP inspection is the ability of all staff to engage complex and challenging young people, through outstanding assessments and response to individual need. This builds positive relationships and leads to better outcomes – both for the young person as an individual and their families and the community as a whole. There continues to be a considerable service-wide training programme (attached at Appendix 2), which complements staff members' professional development on an individual level and alongside the training from the Local Authority and other statutory and voluntary partners. Alongside internal training around Risk of Harm, Safety & Wellbeing, and Asset Plus refreshers. Hartlepool YJS has received Talking Mats training which is a specialist Speech Language and Communication Need (SLCN) intervention and some staff attended Kids for Law training. Our extensive health offer (attached at Appendix 3) is now embedded within the service which has allowed the implementation of an Enhanced Case Management model, The HMIP Lead Inspector did comment "There is excellent health provision that meets the physical, emotional and mental health needs of Hartlepool children".

Staff development continues throughout and remains a key focus in working towards a quality service. This will be supported by regular supervision and appraisal, alongside reflective supervision sessions which encourage staff to analyse their practice within a supportive learning environment.

Service User Feedback

The voice of the young person continues to be a key strategic objective and completion of Asset Plus self-assessments remains critical in capturing the voice and perceived needs of those young people with whom the YJS work. Hartlepool YJS completed some internal work to develop an evaluative Survey Monkey (based on the original Viewpoint questions) to measure Young People's perceptions of: Quality of Service, Likelihood of Offending, and Fairness of treatment by YJS staff and Quality of interventions.

59 surveys were completed by young people across the last 2 years:

- Just under 90% of YP indicated they know what kind of things make them more likely to offend;
- Just under 90% of YP indicated work with the YJS made them realise change is possible;
- 90% of YP indicated they are a lot less likely to offend;
- Over 90% of YP felt they were treated fairly;
- Over 80% of YP felt the service they were given was 'very good';
- 100% of YP felt listened to by the people who worked with them
- Just under 80% of YP indicated the sessions helped change their behaviour

Alongside this Children/YP and Parents/Carers comments are captured within the assessment SAQ, individual personalised plans and reviews as well as Closure Summaries. All of this information is produced in report format for quarterly management board meetings and used to improve service delivery and identify gaps within the service as well as areas of good practice which can be shared and maintained.

8. RESPONDING TO THE PANDEMIC AND RECOVERY FROM COVID 19

Hartlepool Borough Council responded to the COVID 19 pandemic by ensuring all staff were WFH from 23rd March 2020 – below is a snap shot of the last year and ongoing recovery.

Response and Challenges:

- The first few weeks as with most services were of confusion and frustration, the not knowing. After coming to terms with the situation and starting to receive guidance from the local authority the YJS quickly settled into a process of virtual contact with all YP. All cases were RAG rated in terms of risk levels which identified the volume of calls needed for each YP. This process continued for a considerable period of time, it allowed staff to become creative with methods of virtual contact and delivering interventions.
- It was decided in June 20 after guidance and following the national protocol that the service would start face to face contact again, initially this was via doorstep visits and walks and once again this was prioritised by our RAG rated risk process. The Courts also opened again in June and began to start moving YP through the process. Virtual Court processes were set up and suitable training given, however Cleveland didn't carry out virtual hearings for any YP.
- Prior to any planned face to face visits staff would phone the YP/Parent/Carer to ascertain the situation in the home, i.e. did anyone have the symptoms. This proved problematic at times as we were not in a position initially to confirm responses.
- Following restrictions easing, the service were in a position to quickly implement direct 1:1 interventions from our offices which were suitably cleaned, risk assessed and allowed suitable social distancing. At the same time our Referral Order Panels were reintroduced from a virtual to face to face process and continues as such to date.
- All staff have remained WFH with suitable IT, they were and are in a position to utilise the team offices, off site provision and other suitable local authority buildings for 1:1 face to face interventions. These sessions were centrally booked allowing the monitoring of the footfall into these buildings. PPE was available at all times in all buildings.
- Anxiety has been a challenge throughout the pandemic, the not knowing and at times not understanding, the multitude of differing guidance received from various sources added to the confusion and at times the anxiety.
- Initially there was the considerable challenge of preparing for and delivering the service virtually, positive lines of communication were opened across the local authority and regular updates and discussions via regional YJB HOS meetings eased the pressure and ensured the service and staff had the relevant support and guidance available to move forward. IT was also initially frustrating and a challenge, however with perseverance and regular support the service is now fully functional with all staff having suitable access and support as required.

Recovery:

Recovery was an ongoing process from the outset, below are the salient points and recovery/learning to date.

- In March 2020 the YJB requested Business Continuity Plans from each YJS for analysis and fortnightly YJB virtual meetings were established.
- All open cases were RAG rated in line with order/risk levels and engagement identified.
- Procuring suitable IT to allow staff to WFH
- Ensuring all YJS meetings and business could be delivered virtually and face to face where feasible
- Courts opening in June 2020
- Face to face interventions starting in June 2020
- Local Authority organises lap tops for all vulnerable pupils without one, including YJS cohort.
- Organisation of Referral Order panels and Risk Management Meetings into a hybrid model with face to face and a virtual option
- In July 2020 the YJB published the guidance for COVID recovery plans for all YJSs
- YP back in the majority of schools in Sept 2020
- YJS cohort identified as Vulnerable Pupils and encouraged to attend their education provision
- YP access to suitable IT now implemented within assessment process (Identified in the HMIP COVID 19 Thematic Inspection)

Learning Points:

- The YJS is flexible and dynamic in its response and able to react quickly to situations
- A lot of virtual meetings do work better, attendance has improved at these meetings and they need to continue (Identified in the HMIP COVID 19 Thematic Inspection)
- The service can be delivered virtually as and when required
- Walk and talk interventions have been positive and will remain
- Ensuring all YP have access to suitable IT to ensure engagement is positive with the YJS and Schools, this is now captured and identified as part of the initial AssetPlus assessment (Identified in the HMIP COVID 19 Thematic Inspection)
- The constant discussions locally, regionally and nationally ref the YJS cohort being classed as a “vulnerable pupil” took too long before the right decisions were made (Identified in the HMIP COVID 19 Thematic Inspection)
- Staff, children, young people and families emotional wellbeing needs to be monitored very closely and taken into account with all engagement at all times.

Hartlepool Borough Council will be implementing a Hybrid Model of working, this is due to be revisited and potentially implemented from 19th July 2021 and following Government guidance. Staff will split their working week WFH and being office based. This has been tested over the last 15 months and the YJS are in a strong position to implement and maintain this model without any impact on service delivery.

9. RISKS TO FUTURE DELIVERY

The key risks that have the capacity to have an adverse impact on the Youth Justice Service in the coming twelve months and potentially beyond are detailed below:

Risks	Potential Impact	Control Measures
Secure Remand Costs	The continued unpredictability associated with remand episodes and remand length has the potential to place significant financial pressure on the YJS and broader Local Authority.	<p>It remains essential that the service can demonstrate to magistrates that there are robust and comprehensive alternatives in place to support reductions in the use of remands and custody.</p> <p>Coordinated multi-agency responses to young people at risk of remand where safe and secure accommodation is the precipitating factor to be further developed. Remand budget is incorporated within Wider Children's Services placement costs.</p>
Managing the potential for reduction in YJB grant and partnership financial and 'in-kind' contributions post-2021/22	Consequential negative impact on performance. Reduced capacity to meet strategic and operational obligations and statutory requirements. Reduced capacity to continue to focus on early intervention and identification	Targeted resources to address need. Continue to administer and embed the current structure and practice. Regional collaboration with neighbouring YOS' such as coverage of Teesside Youth Court. Robust financial management and oversight from strategic board.
Continued concerns around Serious Youth Violence, Criminal Exploitation and County Lines	The rise in FTE, reoffending rates and exploitation of vulnerable children. Ultimately leading to criminalisation and wider service involvement having an adverse impact on Looked After Children (LAC) figures	<p>Continued regular communication, intelligence and information sharing across all services. Ensuring a multi-agency approach is adopted with senior strategic oversight. Ongoing joint training and regular updates on the national and local picture enabling timely and relevant interventions.</p> <p>Ensure clear processes and pathways (known to all staff) are implemented to work with identified children.</p>

<p>COVID Risk The risk of further waves and further national/local lockdown imposed</p>	<p>Negative impact on staff/YP/families leading to a rise in anxieties/EWB, adding to engagement/contact difficulties. Disengagement from education and the added problems of reintroduction</p>	<p>Carefully monitoring of the local, regional and national picture regarding further waves and risks of national and local lockdowns. The YJS is in a position to revert to initial “lockdown” delivery of the service as required.</p>
<p>COVID Risk Staff emotional wellbeing/Safety</p>	<p>Negative impact on staff anxieties/EWB Risk of increased staff sickness levels Negative impact on workload and output</p>	<p>The YJS Leadership team continue to carry out face to face and virtual supervisions, Skype/TEAMS team meetings are in place and continued communication across all staff is very good. PPE is readily available to all staff and regular updated LA guidance is shared with everyone regarding HV, Transportation etc etc. **All staff have received 2 Vaccinations**</p>

10. SERVICE BUSINESS & IMPROVEMENT PLAN

As a result of the recent HMIP inspection findings, five recommendations were made that HMIP believe, if implemented, will have a positive impact on the quality of youth offending services in Hartlepool and will improve the lives of the children in contact with youth offending services, and better protect the public.

Hartlepool Youth Justice Service has identified actions already taken and planned to ensure these recommendations are implemented and remain key priorities in the future. This Improvement Plan is added to future quarterly Management Board reports produced by the YJS Manager and discussed/monitored to ensure the relevant senior strategic oversight is in place and direction of travel remains positive.

Added to the Improvement Plan below is the YJS internal training programme (attached at Appendix 2) which targets operational improvements and refreshers throughout the year.

No	Recommendation	Action taken/Planned	Owner	Target Date
1	Ensure that the identified priorities for the service correspond to the needs of the children supervised by the Hartlepool YJS to ensure these needs are met.	Strategic Priorities have been amended following the findings of the inspection. These will continue to be amended and discussed at all future Management Board meetings to correspond with the needs of children supervised by the YJS and in line with the up to date Needs Analysis/Data presented at all board meetings. Individual meetings have also been undertaken with the Virtual School, OSS and Substance Misuse Services to strengthen this process – all are members of the YJS Management Board and will submit updates at board meetings.	YJS Management Team Management Board Chair/Members	Completed and monitored at all future Management Board meetings
2	Work with the relevant partner agencies (virtual school and one-stop shop) to maximise the education, training and employment opportunities for children	Work is underway with the Virtual School Headteacher and OSS Manager. Education Reports with relevant data will be produced at all future Management Board meetings allowing for discussion and more strategic oversight/challenge as required. The YJS Management team are in the process of identifying and forming closer links with the relevant staff at all Academies/Schools to build better communication on a direct level. YJS attendance at Vulnerable Pupils group and Team around the secondary school meetings to build positive links with schools across Hartlepool	YJS Management Team Virtual School Headteacher OSS Manger Management Board Chair/Members	Initial Reports presented at May Management Board meeting and then subsequent board meetings
3	Develop an effective escalation and challenge process with children's social care	Discussions are ongoing between the YJS Manager and the Safeguarding and Assessment/Through Care Teams to ensure any issues/requests are	YJS Management Team Management Board Chair/Members	Process in place and any unresolved issues/challenges to be shared and

		addressed ASAP and recorded appropriately on all systems. All challenges/differences of opinion will be discussed between the YJS Manager and relevant Social Care Head of Service/AD and will be recorded appropriately and discussed at future Management Board meetings. The YJS will follow the “Professional Challenge and Resolution of Professional Disagreement” process which can be found in the Tees Safeguarding Children Partnerships' Procedures at https://www.teescpp.org.uk/		discussed at future Management Board meetings
4	Confirm a start date for the new Chair of the Board	A start date was confirmed and the Chair of the Board took over at the Board meeting 25 Nov 2020 and also chaired the meeting on the 16 Feb 2021. The Chair also signed up and attended the YJB “Bite Size” session for YOS Board Chairs on 23 Feb 2021.	Management Board Chair	Completed and to be continually monitored
5	Use the existing process to get feedback from children and their families to develop services.	The YJS Leadership team have slightly re worded the current Survey Monkey questions which will be implemented and used for YP, Parents/Carers and Victims. Data will be produced at all future board meetings where discussions will be held regarding the development of services. As an addition ongoing quarterly feedback will also be gathered direct from the Children/YP and families by the YJS Management Team and fed back into the system above.	YJS Management Team YJS Management Board Chair/Members	Process in place and all feedback/evaluation to be presented at Management Board meetings for discussion

11. STRATEGIC SUMMARY

In spite of the ongoing adversities that families and communities contend with in Hartlepool and the added difficulties everyone continues to face with the COVID 19 pandemic the local Youth Justice Partnership has had significant success in recent years in preventing and reducing youth offending behaviour.

A continued emphasis on a creative prevention, early intervention and diversion model needs to be maintained, however this presents significant challenge in light of the continued economic climate and potential impact on staffing and resources. In spite of the continued reductions in offences, FTE and the recent reductions in reoffending, these will all remain areas of priority, the Youth Justice Service will continue to work with partners to identify and support children and young people at risk of offending and ensure all children and families in Hartlepool have opportunities to make the most of their life chances and be supported to be safe in their homes and communities.

Evidence highlights that it is often the complex interplay of multiple deprivation factors and difficulties that makes problems in some households insurmountable and places these vulnerable children at significant risk of criminal exploitation, involvement in anti-social and offending behaviour and in some instances links to County Lines. As a result there is now a greater emphasis on “Contextualised Safeguarding” and the soon to be creation of a Contextualised Safeguarding Hub with all partners should help identify “pathways out of offending” and ultimately help reduce crime and break the cycle of offending behaviour across generations.

Whilst youth crime rates in Hartlepool have fallen, the likelihood of being a victim of crime still remains a reality, especially in our most disadvantaged communities and there remains a need to continue to invest in the delivery of restorative approaches to give victims of crime a voice, choice, control and satisfaction in the criminal justice system.

As identified in the recent HMIP inspection Hartlepool Youth Justice Service is a good service, staff are motivated and engaged, and there is an excellent health provision to meet the requirements of children. Assessments for all cases were outstanding. Staff analysed information well and were skilled at engaging with children and their families. Staff make good use of the outstanding health offer to ensure that the delivery of interventions meets the needs of all children and all staff worked well in sequencing and coordinating these interventions. There are areas to improve and the YJS are fully aware of these with a current improvement plan in place.

All of the above has the child and the child’s voice prioritised and running throughout, as identified in the YJB Business Plan 2021-2022 we will continue to help, support and create a “Child First Youth Justice System” across Hartlepool.

Hartlepool Youth Justice Partnership

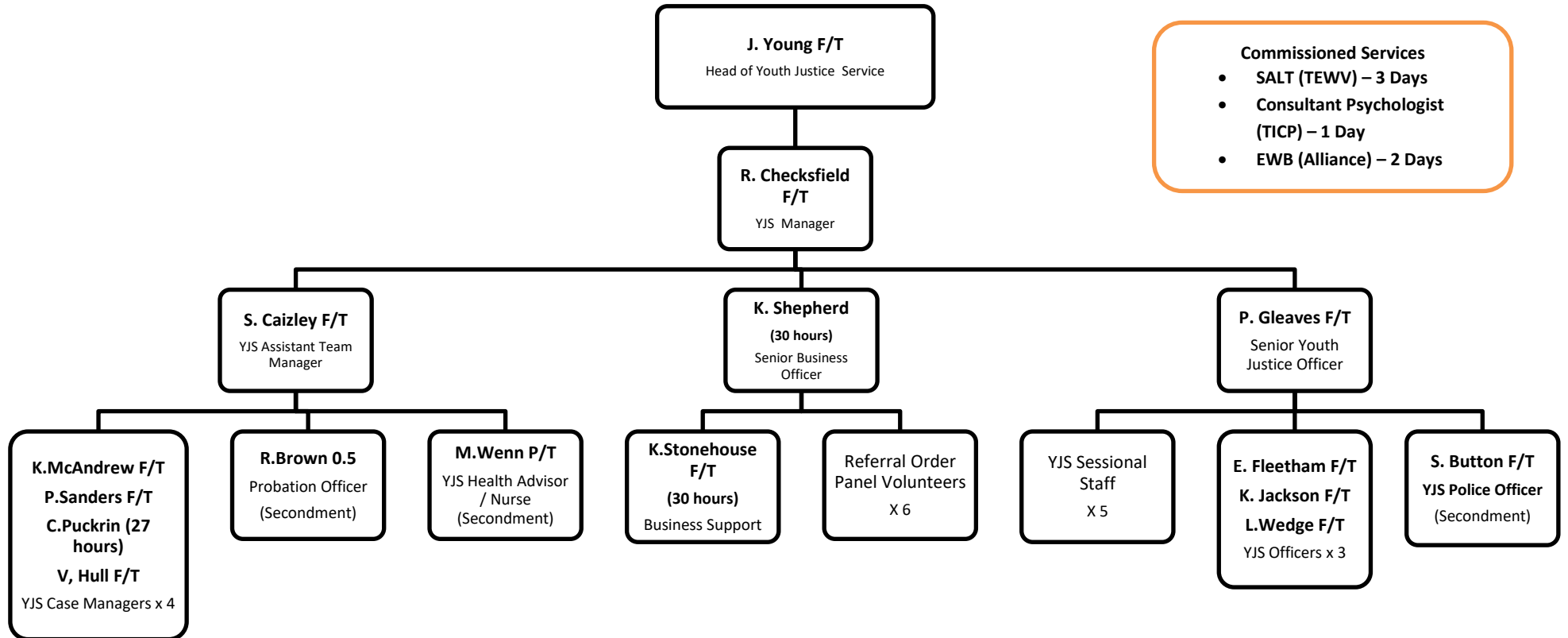


Protecting local communities



Appendix 1

Youth Justice Service Structure



Appendix 2

Youth Justice Service Internal Training Programme

Month	Date	Briefing/Training	Delivery	Comments
	16th & 22nd April 1000-1130 TEAMS dial in	Health Offer Briefings –	Health Team Update on respective areas of the Health Offer	All available staff to dial in to at least one of the sessions
	21st April 1100-1200 TEAMS dial in	Distinction between Mental wellbeing & Mental illness (Screening and Signposting)	Clinical Psychologist	All available staff to dial in
May				
	12th May 1000-1130 TEAMS dial in	Start of an Order – The front end process – getting it right	Leadership Team	All available staff to dial in
	19th May 1100 – 1200 TEAMS dial in	Neurodevelopmental Presentation (ASD & ADHD)	Clinical Psychologist	All available staff to dial in
June				
	9th June 1000-1130 TEAMS dial in	ROSH/Safety & Wellbeing	Leadership Team	All available staff to dial in
	16th June 1000 – 1100 TEAMS dial in	Suicide & Self Harm	Clinical Physiologist	All available staff to dial in
	23rd June 1000 – 1130 TEAMS dial in	SLT and communication needs awareness training (refresher)	SALT	All available staff to dial in
July				
	Date & Time TBC	Education – Role of the YJS and Case Manager/Officer	Virtual School Headteacher	All available staff to dial in
	21st July 1000 - 1130	Accessible Information training	SALT	All available staff to dial in
August				
	4th August 1400 - 1530	Team Choice Topic	Clinical Psychologist	All available staff to dial in

September				
	23rd September 1000-1130	Desistence Refresher	Leadership Team	All available staff to dial in
	15th September 1400-1530	Team Choice Topic	Clinical Psychologist	All available staff to dial in

Appendix 2 Youth Justice Service Health Offer

Alliance Psychological Services *Jemma Westwood-Horner*

Jemma can help with **mental health difficulties** such as anxiety, low mood and depression.

- Jemma can **work with you** and **your family**
- Jemma can help you with issues such as bereavement (coping after the death of a loved one), relationship difficulties and behaviour. You can find out more on this website: <https://www.alliancepsychology.com/young-people/>
- You can be seen face to face, at home, at school or online (Skype and Zoom). Whatever works for you!

Speech and Language Therapy *Katie Hughes*



Speech and Language Therapy can **look at** and **help** with your **communication skills**.

- Katie's job is to work with you to find out what you are **good at** and what can be **difficult for you**.
- Katie will look at what your **talking** and **understanding** are like in everyday situations, like school or college.
- Katie can help other people to understand your communication and tell them how they can help.



Youth Justice Nurse Specialist *Melanie Wenn*

The Nurse can help with your **health needs**. Mel sees every young person who comes into the Youth Justice Service.

- Mel can do a **full health assessment** – this looks at any medical problems, your behaviour, your sexual health, skin problems, issues with your eyes or hearing, dental health, relationships and anything else that might affect your health and wellbeing.
- Mel can do some **work with you** around your health and wellbeing. She can make sure you are working with the right people to meet any health or learning needs you might have
- Mel offers **one to one appointments**, usually face to face.

Trauma Informed Care Pathway / Adolescent Forensic Outpatients Service *Dr Kay Anne Rooney*

- **Trauma informed care pathway** → aims to better understand your needs and behaviours. Kay does this by getting to know you and looking at your life and your experiences as a whole. You can be offered *Direct Work* (where you work with Dr Kay) or *Indirect Work* (where Dr Kay works with the professionals involved in your care).
- **Outpatients Service** → Dr Kay or someone she works with from the Adolescent Forensic Outpatients Service can help and support you with any mental health difficulties.



Report of: Licensing Committee

Subject: STATEMENT OF GAMBLING PRINCIPLES

1. TYPE OF DECISION/APPLICABLE CATEGORY

1.1 Part of the Budget and Policy Framework.

1. PURPOSE OF REPORT

1.1 To enable Council to consider recommendations referred from the Licensing Committee to adopt a Statement of Gambling Principles (a Licensing Policy) that details the principles the Council will apply when exercising its licensing functions under the Gambling Act 2005, including consideration of passing a 'No Casino' resolution.

2. BACKGROUND

2.1 The Gambling Act 2005 requires licensing authorities to publish, every three years, a statement of the principles that they propose to apply in exercising their functions under the Act.

2.2 Hartlepool's current Statement of Gambling Principles was published in January 2019 and, as such, a new one must be published no later than January 2022.

2.3 A draft new Statement was presented to the Licensing Committee at its meeting on 25th June 2021 and approval was given for a consultation exercise to be undertaken.

2.4 The consultation period ended on 3rd September 2021 and no responses were received. This is not unusual as the draft Statement does not contain any significant alterations to Hartlepool's current/previous statement and there have been no noteworthy local or national developments that would require any policy changes.

- 2.5 Following the conclusion of the consultation process, the Licensing Committee re-considered the draft Statement on 1st October 2021 and determined that it should be recommended to full Council for approval and adoption. The proposed Statement of Gambling Principles is attached as **Appendix 1**.

3. PROPOSALS

- 3.1 Licensing authorities are required to publish a Statement of Gambling Principles every three years.
- 3.2 Hartlepool's current Statement was published in January 2019 and, as such, a new policy must be published no later than January 2022.
- 3.3 As with previous policies, the draft Statement contains a 'no casino' resolution and Council is required to consider whether such a resolution should remain. Whilst such a resolution is permitted by the Gambling Act it does not, in reality, carry any weight as casinos can only be developed in areas that have been pre-approved by the Gambling Commission and Hartlepool is not one of those areas.
- 3.4 However, Council may feel that retaining the 'no casino' resolution makes an important statement that Hartlepool would not welcome any interest from developers should regulations change.
- 3.5 Formal adoption of the Statement of Gambling Principles must be made by full Council.

4. OTHER CONSIDERATIONS

Risk Implications	No relevant issues
Equality and Diversity Considerations	No relevant issues
Financial Considerations	No relevant issues
Child/Family Poverty Considerations	No relevant issues
Staff Considerations	No relevant issues
Asset Management Considerations	No relevant issues

5. RECOMMENDATIONS

- 5.1 That Council accept the Licensing Committee's recommendation and approve the adoption of the draft Statement of Gambling Principles as detailed in **Appendix 1** with effect from 3rd January 2022.
- 5.2 That Council accept the Licensing Committee's recommendation and approve the adoption of a 'No Casino' resolution for the reasons detailed in paragraph 3.4 above.

6. REASONS FOR RECOMMENDATIONS

- 6.1 Licensing authorities are required to adopt and publish a Statement of Gambling Principles every three years and, as the current policy was published in January 2019, the Council is legally required to publish its new Statement no later than January 2022.

7. BACKGROUND PAPERS

- 7.1 There are no background papers associated with this report.

8. CONTACT OFFICER

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Sign Off:-

Chief Executive



Chief Solicitor





STATEMENT OF PRINCIPLES
Gambling Act 2005
(Published 3rd January 2022)

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This Statement of Licensing Principles was approved by Hartlepool Borough Council on 4th November 2021.

All references to the Guidance refer to the Gambling Commission's Guidance to Licensing Authorities, published 1st April 2021.

PART A**1. The Licensing Objectives**

1.1 In exercising most of their functions under the Gambling Act 2005, licensing authorities must have regard to the licensing objectives as set out in section 1 of the Act. The licensing objectives are:

- Preventing gambling from being a source of crime or disorder, being associated with crime or disorder or being used to support crime
- Ensuring that gambling is conducted in a fair and open way
- Protecting children and other vulnerable persons from being harmed or exploited by gambling

1.2 It should be noted that the Gambling Commission has stated: “The requirement in relation to children is explicitly to protect them from being harmed or exploited by gambling”.

1.3 This licensing authority is aware that, as per Section 153, in making decisions about premises licences and temporary use notices it should aim to permit the use of premises for gambling in so far as it thinks it:

- In accordance with any relevant code of practice issued by the Gambling Commission
- In accordance with any relevant guidance issued by the Gambling Commission
- Reasonably consistent with the licensing objectives and
- In accordance with the authority’s statement of licensing policy

2. Introduction

2.1 Hartlepool is located on the north-east coast of England to the north of the River Tees. The Borough consists of the main town of Hartlepool, the seaside resort of Seaton Carew and a number of small outlying villages. The total area of the Borough is 9,390 hectares. The residential population is 92,028 of which ethnic minorities comprise 3.4% (2011 census).

2.2 Hartlepool Borough Council consulted widely on this statement before it was published. A list of those persons consulted is detailed in Appendix 3.

2.3 The Gambling Act requires that the following parties are consulted by licensing authorities:

- The Chief Officer of Police;
- One or more persons who appear to the authority to represent the interests of persons carrying on gambling businesses in the authority’s area;
- One or more persons who appear to the authority to represent the interests of persons who are likely to be affected by the exercise of the authority’s functions under the Gambling Act 2005.

2.4 Our consultation took place between 25th June 2021 and 3rd September 2021 and we took into consideration the Code of Practice on Consultations published by HM Government in 2008 which is available at <http://www.bis.gov.uk/files/file47158.pdf>.

2.5 The policy was approved at a meeting of the Full Council on 4th November 2021 and was published via our website on 3rd January 2022.

2.6 Should you have any comments as regards this policy statement, or the consultation process, please send them via e-mail or letter to the following contact:

Trading Standards & Licensing Manager
Hartlepool Borough Council
Civic Centre
Victoria Road
Hartlepool
TS24 8AY

e-mail: licensing@hartlepool.gov.uk

2.7 It should be noted that this statement of licensing principles will not override the right of any person to make an application (other than for a casino), make representations about an application, or apply for a review of a licence, as each will be considered on its own merits and according to the statutory requirements of the Gambling Act 2005.

2.8 Gambling Prevalence Survey 2021

- In year to June 2021, overall participation in any gambling activity (in the last four weeks) has fallen to 42% (a 3.5 percentage point decline compared to year to June 2020).
- In year to June 2021, the online gambling participation rate is 25% (an increase of 3 percentage points on year to June 2020), whilst in person participation is down 8 percentage points to 24%. It should be noted that much of the online increase can be explained by increasing proportions of respondents playing National Lottery draws online.
- The overall problem gambling rate is statistically stable at 0.4% (year to June 2021).
- The moderate risk rate has decreased significantly to 0.7% (year to June 2021) compared to 1.4% in year to June 2020.

3. Declaration

3.1 In producing the final statement, this licensing authority declares that it has had regard to the licensing objectives of the Gambling Act 2005, the Guidance to Licensing Authorities issued by the Gambling Commission, and any responses from those consulted on the statement.

4. Responsible Authorities

4.1 **The licensing authority is required by regulations to state the principles it will apply in exercising its powers under Section 157(h) of the Act to designate, in writing, a body which is competent to advise the authority about the protection of children from harm. The principles are:**

- the need for the body to be responsible for an area covering the whole of the licensing authority's area; and
- the need for the body to be answerable to democratically elected persons, rather than any particular vested interest group.

- 4.2 Hartlepool Borough Council designates the Local Safeguarding Children Board for this purpose.
- 4.3 The contact details of all the Responsible Authorities under the Gambling Act 2005 are available via the Council's website at: www.hartlepool.gov.uk/licensing.

5. Interested parties

- 5.1 Interested parties can make representations about licence applications, or apply for a review of an existing licence. These parties are defined in the Gambling Act 2005 as follows:
- lives sufficiently close to the premises to be likely to be affected by the authorised activities
 - has business interests that might be affected by the authorised activities
 - represents persons in either of these two groups.
- 5.2 There are a number of factors that the Council may take into account when determining whether a person lives 'sufficiently close to the premises'. These include: -
- the size of the premises
 - the nature of the premises
 - the distance of the premises from the location of the person making the representation
 - the potential impact of the premises such as the number of customers, routes likely to be taken by those visiting the establishment
 - the circumstances of the person who lives close to the premises. This is not their personal characteristics, but their interests which may be relevant to the distance from the premises.
- 5.3 Relevant factors will depend on the particular application. For example the Council may consider that living sufficiently close to premises to likely be affected could have a different meaning for (a) a private resident, (b) a residential school for children with truanting problems and (c) a residential hostel for vulnerable adults.
- 5.4 For those with business interests, the licensing authority should be satisfied that the relevant business is likely to be genuinely affected. Factors that are likely to be relevant include:
- the size of the premises
 - the 'catchment' area of the premises, that is, how far people travel to visit the premises
 - whether the person making the representation has business interests in that catchment area that might be affected.
- 5.5 In addition to the above, interested parties can be persons who are democratically elected such as councillors and MP's. No specific evidence of being asked to represent an interested person will be required as long as the councillor / MP represents the ward likely to be affected. Likewise, parish councils likely to be affected will be considered to be interested parties. Other than these however, this authority will generally require written evidence that a person/body (e.g. an advocate / relative) 'represents' someone who either lives sufficiently close to the premises to be likely to be affected by the authorised activities and/or has business interests that might be affected by the authorised activities. A letter from one of these persons, requesting the representation is sufficient.

5.6 If individuals wish to approach councillors to ask them to represent their views then care should be taken that the councillors are not part of the Licensing Committee dealing with the licence application. If there are any doubts then please contact the licensing department at the Civic Centre, Hartlepool.

6. Exchange of Information

6.1 Licensing authorities are required to include in their statements the principles to be applied by the authority in exercising the functions under sections 29 and 30 of the Act with respect to the exchange of information between it and the Gambling Commission, and the functions under section 350 of the Act with the respect to the exchange of information between it and the other persons listed in Schedule 6 to the Act.

6.2 The principle that this licensing authority applies is that it will act in accordance with the provisions of the Gambling Act 2005 in its exchange of information which includes the provision that the Data Protection Act 1998 will not be contravened. The licensing authority will also have regard to any Guidance issued by the Gambling Commission on this matter, as well as any relevant regulations issued by the Secretary of State under the powers provided in the Gambling Act 2005.

6.3 Should any protocols be established as regards information exchange with other bodies then they will be made available.

7. Enforcement

7.1 Licensing authorities are required by regulation under the Gambling Act 2005 to state the principles to be applied by the authority in exercising the functions under Part 15 of the Act with respect to the inspection of premises; and the powers under section 346 of the Act to institute criminal proceedings in respect of the offences specified.

7.2 This licensing authority's principles are that:

7.3 It will be guided by the Gambling Commission's Guidance to Licensing Authorities and will endeavour to be:

- Proportionate: regulators should only intervene when necessary: remedies should be appropriate to the risk posed, and costs identified and minimised;
- Accountable: regulators must be able to justify decisions, and be subject to public scrutiny;
- Consistent: rules and standards must be joined up and implemented fairly;
- Transparent: regulators should be open, and keep regulations simple and user friendly; and
- Targeted: regulation should be focused on the problem, and minimise side effects.

7.4 As per the Gambling Commission's Guidance to Licensing Authorities this licensing authority will endeavour to avoid duplication with other regulatory regimes so far as possible.

7.5 This licensing authority has adopted and implemented a risk-based inspection programme, based on;

- The licensing objectives
 - Relevant codes of practice
 - Guidance issued by the Gambling Commission
 - The principles set out in this statement of licensing policy
- 7.6 The main enforcement and compliance role for this licensing authority in terms of the Gambling Act 2005 is to ensure compliance with the premises licences and other permissions which it authorises. The Gambling Commission is the enforcement body for the operating and personal licences. It is also worth noting that concerns about manufacture, supply or repair of gaming machines are not dealt with by the licensing authority but should be notified to the Gambling Commission.
- 7.7 This licensing authority also keeps itself informed of developments as regards the work of the Better Regulation Executive in its consideration of the regulatory functions of local authorities.
- 7.8 Bearing in mind the principle of transparency, this licensing authority's enforcement/compliance protocols/written agreements are available upon request to the licensing department, Hartlepool Borough Council, Civic Centre, Hartlepool, TS24 8AY. Our risk methodology is also available upon request.

8. Licensing authority functions

8.1 Licensing authorities are required under the Act to:

- Be responsible for the licensing of premises where gambling activities are to take place by issuing *Premises Licences*
 - Issue *Provisional Statements*
 - Regulate *members' clubs* and *miners' welfare institutes* who wish to undertake certain gaming activities via issuing Club Gaming Permits and/or Club Machine Permits
 - Issue *Club Machine Permits* to *Commercial Clubs*
 - Grant permits for the use of certain lower stake gaming machines at *unlicensed Family Entertainment Centres*
 - Receive notifications from alcohol licensed premises (under the Licensing Act 2003) for the use of two or fewer gaming machines
 - Issue *Licensed Premises Gaming Machine Permits* for premises licensed to sell/supply alcohol for consumption on the licensed premises, under the Licensing Act 2003, where there are more than two machines
 - Register *small society lotteries* below prescribed thresholds
 - Issue *Prize Gaming Permits*
 - Receive and Endorse *Temporary Use Notices*
 - Receive *Occasional Use Notices*
 - Provide information to the Gambling Commission regarding details of licences issued (see section above on 'information exchange')
 - Maintain registers of the permits and licences that are issued under these functions
- 8.2 It should be noted that licensing authorities are not to be involved in licensing remote gambling at all, which is regulated by the Gambling Commission via operating licences.

PART B
PREMISES LICENCES: CONSIDERATION OF APPLICATIONS

9. General Principles

- 9.1 Premises licences are subject to the requirements set out in the Gambling Act 2005 and regulations, as well as specific mandatory and default conditions which are detailed in regulations issued by the Secretary of State. Licensing authorities are able to exclude default conditions and also attach others, where it is believed to be appropriate.
- 9.2 **(i) Decision-making**
- 9.3 This licensing authority is aware that in making decisions about premises licences it should aim to permit the use of premises for gambling in so far as it thinks it:
- in accordance with any relevant code of practice issued by the Gambling Commission;
 - in accordance with any relevant guidance issued by the Gambling Commission;
 - reasonably consistent with the licensing objectives; and
 - in accordance with the authority's statement of licensing policy.
- 9.4 It is appreciated that as per the Gambling Commission's Guidance to Licensing Authorities "moral objections to gambling are not a valid reason to reject applications for premises licences" (except as regards any 'no casino resolution') and also that unmet demand is not a criterion for a licensing authority.
- 9.5 Each case will be decided upon its merits. This authority will not apply a rigid rule to its decision making. It will consider the examples of considerations provided in the Gambling Commission's Guidance to Licensing Authorities. It will also consider the Gambling Commission's Guidance that "has business interests" should be given the widest possible interpretation and include partnerships, charities, faith groups and medical practices.
- 9.6 **Definition of "premises"** – In the Act, "premises" is defined as including "any place". Section 152 therefore prevents more than one premises licence applying to any place. But a single building could be subject to more than one premises licence, provided they are for different parts of the building and the different parts of the building can be reasonably regarded as being different premises. This approach has been taken to allow large, multiple unit premises such as a pleasure park, pier, track or shopping mall to obtain discrete premises licences, where appropriate safeguards are in place. However, licensing authorities should pay particular attention if there are issues about sub-divisions of a single building or plot and should ensure that mandatory conditions relating to access between premises are observed.
- 9.7 The Gambling Commission states in the fifth edition of its Guidance to Licensing Authorities that: "In most cases the expectation is that a single building / plot will be the subject of an application for a licence, for example, 32 High Street. But, that does not mean 32 High Street cannot be the subject of separate premises licences for the basement and ground floor, if they are configured acceptably. Whether different parts of a building can properly be regarded as being separate premises will depend on the circumstances. The location of the premises will clearly be an important consideration and the suitability of the division is likely to be a matter for discussion between the

operator and the licensing officer. However, the Commission does not consider that areas of a building that are artificially or temporarily separated, for example by ropes or moveable partitions, can properly be regarded as different premises.”

9.8 This licensing authority takes particular note of the Gambling Commission’s Guidance to Licensing Authorities which states that: licensing authorities should take particular care in considering applications for multiple licences for a building and those relating to a discrete part of a building used for other (non-gambling) purposes. In particular they should be aware of the following:

- The third licensing objective seeks to protect children from being harmed by gambling. In practice that means not only preventing them from taking part in gambling, but also preventing them from being in close proximity to gambling. Therefore premises should be configured so that children are not invited to participate in, have accidental access to or closely observe gambling where they are prohibited from participating.
- Entrances to and exits from parts of a building covered by one or more premises licences should be separate and identifiable so that the separation of different premises is not compromised and people do not “drift” into a gambling area. In this context it should normally be possible to access the premises without going through another licensed premises or premises with a permit.
- Customers should be able to participate in the activity names on the premises licence.

9.9 The Guidance also gives a list of factors which the licensing authority should be aware of, which may include:

- Do the premises have a separate registration for business rates
- Is the premises’ neighbouring premises owned by the same person or someone else?
- Can each of the premises be accessed from the street or a public passageway?
- Can the premises only be accessed from any other gambling premises?

9.10 This authority will consider these and other relevant factors in making its decision, depending on all the circumstances of the case.

9.11 **The Gambling Commission’s relevant access provisions for each premises type are reproduced below:**

9.12 **Casinos**

- The principal access entrance to the premises must be from a street
- No entrance to a casino must be from premises that are used wholly or mainly by children and/or young persons
- No customer must be able to enter a casino directly from any other premises which holds a gambling premises licence

9.13 **Adult Gaming Centre**

- No customer must be able to access the premises directly from any other licensed gambling premises

9.14 Betting Shops

- Access must be from a street or from another premises with a betting premises licence
- No direct access from a betting shop to another premises used for the retail sale of merchandise or services. In effect there cannot be an entrance to a betting shop from a shop of any kind and you could not have a betting shop at the back of a café – the whole area would have to be licensed.

9.15 Tracks

- No customer should be able to access the premises directly from:
 - a casino
 - an adult gaming centre

9.16 Bingo Premises

- No customer must be able to access the premise directly from:
 - a casino
 - an adult gaming centre
 - a betting premises, other than a track

9.17 Family Entertainment Centre

- No customer must be able to access the premises directly from:
 - a casino
 - an adult gaming centre
 - a betting premises, other than a track

Part 7 of the Gambling Commission's Guidance to Licensing Authorities contains further guidance on this issue, which this authority will also take into account in its decision-making.

9.18 Premises “ready for gambling”

9.19 The Guidance states that a licence to use premises for gambling should only be issued in relation to premises that the licensing authority can be satisfied are going to be ready to be used for gambling in the reasonably near future, consistent with the scale of building or alterations required before the premises are brought into use.

9.20 If the construction of a premises is not yet complete, or if they need alteration, or if the applicant does not yet have a right to occupy them, then an application for a provisional statement should be made instead.

9.21 In deciding whether a premises licence can be granted where there are outstanding construction or alteration works at a premises, this authority will determine applications on their merits, applying a two stage consideration process:-

- First, whether the premises ought to be permitted to be used for gambling
- Second, whether appropriate conditions can be put in place to cater for the situation that the premises are not yet in the state in which they ought to be before gambling takes place.

- 9.22 Applicants should note that this authority is entitled to decide that it is appropriate to grant a licence subject to conditions, but it is not obliged to grant such a licence.
- 9.23 More detailed examples of the circumstances in which such a licence may be granted can be found in the Gambling Commission’s Guidance to Licensing Authorities.
- 9.24 **Location** - This licensing authority is aware that demand issues cannot be considered with regard to the location of premises but that considerations in terms of the licensing objectives are relevant to its decision-making. As per the Gambling Commission’s Guidance to Licensing Authorities, this authority will pay particular attention to the protection of children and vulnerable persons from being harmed or exploited by gambling, as well as issues of crime and disorder. Should any specific policy be decided upon as regards areas where gambling premises should not be located, this statement will be updated. It should be noted that any such policy does not preclude any application being made and each application will be decided on its merits, with the onus upon the applicant showing how potential concerns can be overcome.
- 9.25 **Planning** - The Gambling Commission Guidance to Licensing Authorities states:
- 7.58 – In determining applications, the licensing authority should not take into consideration matters that are not related to gambling and the licensing objectives. One example would be the likelihood of the applicant obtaining planning permission or building regulations approval for their proposal. Licensing authorities should bear in mind that a premises licence, once it comes into effect, authorises premises to be used for gambling. Accordingly, a licence to use premises for gambling should only be issued in relation to premises that the licensing authority can be satisfied are going to be ready to be used for gambling in the reasonably near future, consistent with the scale of building or alterations required before the premises are brought into use. Equally, licences should only be issued where they are expected to be used for the gambling activity named on the licence. This is why the Act allows a potential operator to apply for a provisional statement if construction of the premises is not yet complete, or they need alteration, or he does not yet have a right to occupy them. [Part 11](#) of this guidance gives more information about provisional statements.
- 9.26 This authority will not take into account irrelevant matters as per the above guidance. In addition this authority notes the following excerpt from the Guidance:
- 7.65 - When dealing with a premises licence application for finished buildings, the licensing authority should not take into account whether those buildings have or comply with the necessary planning or building consents. Those matters should be dealt with under relevant planning control and building regulation powers, and not form part of the consideration for the premises licence. Section 210 of the 2005 Act prevents licensing authorities taking into account the likelihood of the proposal by the applicant obtaining planning or building consent when considering a premises licence application. Equally the grant of a gambling premises licence does not prejudice or prevent any action that may be appropriate under the law relating to planning or building.
- 9.27 **Duplication with other regulatory regimes** - This licensing authority seeks to avoid any duplication with other statutory / regulatory systems where possible, including planning. This authority will not consider whether a licence application is likely to be awarded planning permission or building regulations approval, in its consideration of it. It will though, listen to, and consider carefully, any concerns about conditions which

are not able to be met by licensees due to planning restrictions, should such a situation arise.

- 9.28 When dealing with a premises licence application for finished buildings, this authority will not take into account whether those buildings have to comply with the necessary planning or buildings consents. Fire or health and safety risks will not be taken into account, as these matters are dealt with under relevant planning control, buildings and other regulations and must not form part of the consideration for the premises licence.
- 9.29 **Licensing objectives** - Premises licences granted must be reasonably consistent with the licensing objectives. With regard to these objectives, this licensing authority has considered the Gambling Commission's Guidance to Licensing Authorities and some comments are made below.
- 9.30 **Preventing gambling from being a source of crime or disorder, being associated with crime or disorder or being used to support crime** - This licensing authority is aware that the Gambling Commission takes a leading role in preventing gambling from being a source of crime. The Gambling Commission's Guidance does however envisage that licensing authorities should pay attention to the proposed location of gambling premises in terms of this licensing objective. Thus, where an area has known high levels of organised crime this authority will consider carefully whether gambling premises are suitable to be located there and whether conditions may be suitable such as the provision of door supervisors. This licensing authority is aware of the distinction between disorder and nuisance and will consider factors (for example whether police assistance was required and how threatening the behaviour was to those who could see it) so as to make that distinction.
- 9.31 Ensuring that gambling is conducted in a fair and open way - **This licensing authority has noted that the Gambling Commission states that it generally does not expect licensing authorities to be concerned with ensuring that gambling is conducted in a fair and open way as this will be addressed via operating and personal licences.**
- 9.32 **Protecting children and other vulnerable persons from being harmed or exploited by gambling** - This licensing authority has noted the Gambling Commission's Guidance that this objective means preventing children from taking part in gambling (as well as restriction of advertising so that gambling products are not aimed at or are, particularly attractive to children). The licensing authority will therefore consider, as suggested in the Gambling Commission's Guidance, whether specific measures are required at particular premises, with regard to this licensing objective. Appropriate measures may include supervision of entrances / machines, segregation of areas etc.
- 9.33 This licensing authority is also aware of the Gambling Commission Codes of Practice as regards this licensing objective, in relation to specific premises.
- 9.34 As regards the term "vulnerable persons" it is noted that the Gambling Commission does not seek to offer a definition but states that "it will for regulatory purposes assume that this group includes people who gamble more than they want to; people who gambling beyond their means; and people who may not be able to make informed or balanced decisions about gambling due to a mental impairment, alcohol or drugs." This licensing authority will consider this licensing objective on a case by case basis.

9.35 **Conditions** - Any conditions attached to licences will be proportionate and will be:

- relevant to the need to make the proposed building suitable as a gambling facility;
- directly related to the premises and the type of licence applied for;
- fairly and reasonably related to the scale and type of premises; and
- reasonable in all other respects.

9.36 Decisions on individual conditions will be made on a case by case basis, although there will be a number of measures this licensing authority will consider utilising should there be a perceived need, such as the use of supervisors, appropriate signage for adult only areas etc. There are specific comments made in this regard under some of the licence types below. This licensing authority will also expect the licence applicant to offer his/her own suggestions as to way in which the licensing objectives can be met effectively.

9.37 This licensing authority will also consider specific measures which may be required for buildings which are subject to multiple premises licences. Such measures may include the supervision of entrances; segregation of gambling from non-gambling areas frequented by children; and the supervision of gaming machines in non-adult gambling specific premises in order to pursue the licensing objectives. These matters are in accordance with the Gambling Commission's Guidance.

9.38 This authority will also ensure that where category C or above machines are on offer in premises to which children are admitted:

- all such machines are located in an area of the premises which is separated from the remainder of the premises by a physical barrier which is effective to prevent access other than through a designated entrance;
- only adults are admitted to the area where these machines are located;
- access to the area where the machines are located is supervised;
- the area where these machines are located is arranged so that it can be observed by the staff or the licence holder; and
- at the entrance to and inside any such areas there are prominently displayed notices indicating that access to the area is prohibited to persons under 18.

9.39 These considerations will apply to premises including buildings where multiple premises licences are applicable.

9.40 This licensing authority is aware that tracks may be subject to one or more than one premises licence, provided each licence relates to a specified area of the track. As per the Gambling Commission's Guidance, this licensing authority will consider the impact upon the third licensing objective and the need to ensure that entrances to each type of premises are distinct and that children are excluded from gambling areas where they are not permitted to enter.

9.41 It is noted that there are conditions which the licensing authority cannot attach to premises licences which are:

- any condition on the premises licence which makes it impossible to comply with an operating licence condition;
- conditions relating to gaming machine categories, numbers, or method of operation;

- conditions which provide that membership of a club or body be required (the Gambling Act 2005 specifically removes the membership requirement for casino and bingo clubs and this provision prevents it being reinstated; and
- conditions in relation to stakes, fees, winning or prizes.

9.42 **Door Supervisors** - The Gambling Commission advises in its Guidance to Licensing Authorities that if a licensing authority is concerned that a premises may attract disorder or be subject to attempts at unauthorised access (for example by children and young persons) then it may require that the entrances to the premises are controlled by a door supervisor, and is entitled to impose a premises licence to this effect.

9.43 Where it is decided that supervision of entrances/machines is appropriate for particular cases, a consideration of whether these need to be SIA licensed or not will be necessary. It will not be automatically assumed that they need to be licensed, as the statutory requirements for different types of premises vary (as per the Guidance, Part 33).

9.44 **Local Risk Assessments**

9.45 Since 6 April 2016, the Gambling Commission's 'Licence Conditions Code of Practice' (LCCP) has required all existing licensees that provide gambling facilities at their premises, to assess the local risks to the licensing objectives and have policies, procedures and control measures to reduce those risks. Licensees must take into account any relevant matters identified in the licensing authorities (gambling) Statement of Policy when making their risk assessments.

9.46 In making risk assessments, licensees must take into account relevant matters identified in this policy.

9.47 The LCCP also states that licensees must review (and update as necessary) their local risk assessments:

- To take account of significant changes in local circumstances, including those identified in this policy;
- When there are significant changes at a licensee's premises that may affect their mitigation of local risks;
- When applying for a variation of a premise licence; and
- In any case, undertake a local risk assessment when applying for a new premise licence.

9.48 The licensing authority will expect the local risk assessment to consider as a minimum:

- Whether the premise is in an area with high levels of crime and/or disorder
- Whether the premise is in an area of high deprivation
- The demographics of the area in respect of vulnerable groups of people including those with gambling dependencies, where this information is available
- Location of services and amenities for children in the area such as schools, playgrounds, leisure facilities and other areas where children may gather.

9.49 The risk assessment may also include:

- Procedures in place to ensure staff are adequately trained in how to monitor and deal with customers suspected of excessive gambling (including brief intervention

training for staff), vulnerable persons or children and also details and regularity of training given

- Details of supervisory and management procedures in place including number of staff available and their designated duties and responsibilities
- Details of any consideration given to the need for CCTV in the premise and if installed how the system will be operated and monitored and what coverage it is designed to give in the premise.
- Details of the signage and documents relating to games rules, gambling care providers and other relevant information including a consideration of whether information needs to be provided in another language that may be prevalent in the locality.

9.50 Such information may be used to inform the decision the Authority makes about whether to grant a licence, to grant a licence with special conditions or to refuse the application. The policy does not prevent an application made and each application will be decided on its merits with the onus being on the applicant to show how the concerns.

10. Adult Gaming Centres

10.1 This licensing authority will specifically have regard to the need to protect children and vulnerable persons from harm or being exploited by gambling and will expect the applicant to satisfy the authority that there will be sufficient measures to, for example, ensure that under 18 year olds do not have access to the premises.

10.2 This licensing authority may consider measures to meet the licensing objectives such as:

- Proof of age schemes
- CCTV
- Supervision of entrances / machine areas
- Physical separation of areas
- Location of entry
- Notices / signage
- Specific opening hours
- Self-exclusion schemes
- Provision of information leaflets / helpline numbers for organisations such as GamCare.

This list is not mandatory, nor exhaustive, and is merely indicative of example measures.

11. (Licensed) Family Entertainment Centres:

11.1 This licensing authority will specifically have regard to the need to protect children and vulnerable persons from harm or being exploited by gambling and will expect the applicant to satisfy the authority, for example, that there will be sufficient measures to ensure that under 18 year olds do not have access to the adult only gaming machine areas.

11.2 This licensing authority may consider measures to meet the licensing objectives such as:

- CCTV
- Supervision of entrances / machine areas
- Physical separation of areas
- Location of entry
- Notices / signage
- Specific opening hours
- Self-exclusion schemes
- Provision of information leaflets / helpline numbers for organisations such as GamCare.
- Measures / training for staff on how to deal with suspected truant school children on the premises

11.3 This list is not mandatory, nor exhaustive, and is merely indicative of example measures.

11.4 This licensing authority will, as per the Gambling Commission's guidance, refer to the Commission's website to see any conditions that apply to operating licences covering the way in which the area containing the category C machines should be delineated. This licensing authority will also make itself aware of any mandatory or default conditions on these premises licences, when they have been published.

12. Casinos

12.1 This licensing authority has passed a 'no casino' resolution on the basis that whilst it recognises that gambling can be an enjoyable and harmless activity for many, it believes that a casino may provide an environment that may harm vulnerable persons who may gamble beyond their means.

12.2 Potential licence applicants should note that as a 'no-casino' resolution has been passed by this authority no applications for casino premises licences will be considered. Any applications received will be returned with a notification that a 'no-casino' resolution is in place.

13. Bingo premises

13.1 This licensing authority notes that the Gambling Commission's Guidance regarding the unusual circumstances in which the splitting of a pre-existing premises into two adjacent premises might be permitted: -

18.5 Licensing authorities need to satisfy themselves that bingo can be played in any bingo premises for which they issue a premises licence. An operator may choose to vary their licence to exclude a previously licensed area of that premises, and then apply for a new premises licence, or multiple new premises licences, with the aim of creating separate premises in that area. Essentially providing multiple licensed premises within a single building or site. Before issuing additional bingo premises licences, licensing authorities need to consider whether bingo can be played at each of those new premises.

14. Betting premises

14.1 *Betting machines* - This licensing authority will, as per the Gambling Commission's Guidance, take into account the size of the premises, the number of counter

positions available for person-to-person transactions, and the ability of staff to monitor the use of the machines by children and young persons (it is an offence for those under 18 to bet) or by vulnerable people, when considering the number/nature/circumstances of betting machines an operator wants to offer.

15. Travelling Fairs

- 15.1 This licensing authority is responsible for deciding whether, where category D machines and / or equal chance prize gaming without a permit is to be made available for use at travelling fairs, the statutory requirement that the facilities for gambling amount to no more than an ancillary amusement at the fair is met.
- 15.2 The licensing authority will also consider whether the applicant falls within the statutory definition of a travelling fair.
- 15.3 It is noted that the 27-day statutory maximum for the land being used as a fair applies on a per calendar year basis, and that it applies to the piece of land on which the fairs are held, regardless of whether it is the same or different travelling fairs occupying the land. This licensing authority will work with its neighbouring authorities to ensure that land which crosses our boundaries is monitored so that the statutory limits are not exceeded.

16. Provisional Statements

- 16.1 Developers may wish to apply to this authority for provisional statements before entering into a contract to buy or lease property or land to judge whether a development is worth taking forward in light of the need to obtain a premises licence. There is no need for the applicant to hold an operating licence in order to apply for a provisional statement.
- 16.2 S204 of the Gambling Act provides for a person to make an application to the licensing authority for a provisional statement in respect of premises that he or she:
- expects to be constructed;
 - expects to be altered; or
 - expects to acquire a right to occupy.
- 16.3 The process for considering an application for a provisional statement is the same as that for a premises licence application. The applicant is obliged to give notice of the application in the same way as applying for a premises licence. Responsible authorities and interested parties may make representations and there are rights of appeal.
- 16.4 In contrast to the premises licence application, the applicant does not have to hold or have applied for an operating licence from the Gambling Commission (except in the case of a track) and they do not have to have a right to occupy the premises in respect of which their provisional application is made.
- 16.5 The holder of a provisional statement may then apply for a premises licence once the premises are constructed, altered or acquired. The licensing authority will be constrained in the matters it can consider when determining the premises licence application, and in terms of representations about premises licence applications that follow the grant of a provisional statement, no further representations from relevant authorities or interested parties can be taken into account unless:

- they concern matters which could not have been addressed at the provisional statement stage, or
- they reflect a change in the applicant's circumstances.

16.6 In addition, the authority may refuse the premises licence (or grant it on terms different to those attached to the provisional statement) only by reference to matters:

- which could not have been raised by objectors at the provisional statement stage;
- which in the authority's opinion reflect a change in the operator's circumstances; or
- where the premises has not been constructed in accordance with the plan submitted with the application. This must be a substantial change to the plan and this licensing authority notes that it can discuss any concerns it has with the applicant before making a decision.

17. Reviews

17.1 Requests for a review of a premises licence can be made by interested parties or responsible authorities; however, it is for the licensing authority to decide whether the review is to be carried-out. This will be on the basis of whether the request for the review is relevant to the matters listed below;

- in accordance with any relevant Code of Practice issued by the Gambling Commission;
- in accordance with any relevant guidance issued by the Gambling Commission;
- reasonably consistent with the licensing objectives; and
- in accordance with the authority's statement of principles.

17.2 The request for the review will also be subject to the consideration by the authority as to whether the request is frivolous, vexatious, or whether it will certainly not cause this authority to wish to alter/revoke/suspend the licence, or whether it is substantially the same as previous representations or requests for review.

17.3 The licensing authority can also initiate a review of a particular premises licence, or a particular class of premises licence on the basis of any reason which it thinks is appropriate.

17.4 Once a valid application for a review has been received by the licensing authority, representations can be made by responsible authorities and interested parties during a 28 day period. This period begins 7 days after the application was received by the licensing authority, who will publish notice of the application within 7 days of receipt.

17.5 The licensing authority must carry out the review as soon as possible after the 28 day period for making representations has passed.

17.6 The purpose of the review will be to determine whether the licensing authority should take any action in relation to the licence. If action is justified, the options open to the licensing authority are:-

- (a) add, remove or amend a licence condition imposed by the licensing authority;
- (b) exclude a default condition imposed by the Secretary of State or Scottish

- Ministers (e.g. opening hours) or remove or amend such an exclusion;
- (c) suspend the premises licence for a period not exceeding three months; and
- (d) revoke the premises licence.
- 17.7 In determining what action, if any, should be taken following a review, the licensing authority must have regard to the principles set out in section 153 of the Act, as well as any relevant representations.
- 17.8 In particular, the licensing authority may also initiate a review of a premises licence on the grounds that a premises licence holder has not provided facilities for gambling at the premises. This is to prevent people from applying for licences in a speculative manner without intending to use them.
- 17.9 Once the review has been completed, the licensing authority must, as soon as possible, notify its decision to:
- the licence holder
 - the applicant for review (if any)
 - the Commission
 - any person who made representations
 - the chief officer of police or chief constable; and
 - Her Majesty's Commissioners for Revenue and Customs

PART C
Permits / Temporary & Occasional Use Notice

18. Unlicensed Family Entertainment Centre gaming machine permits

18.1 Where a premises does not hold a premises licence but wishes to provide gaming machines, it may apply to the licensing authority for this permit. It should be noted that the applicant must show that the premises will be wholly or mainly used for making gaming machines available for use (Section 238).

18.2 Gambling Commission Guidance states: "...An application for a permit may be granted only if the licensing authority is satisfied that the premises will be used as an unlicensed FEC, and if the chief officer of police has been consulted on the application....Licensing authorities might wish to consider asking applicants to demonstrate:

- a full understanding of the maximum stakes and prizes of the gambling that is permissible in unlicensed FECs;
- that the applicant has no relevant convictions (those that are set out in Schedule 7 of the Act; and
- that staff are trained to have a full understanding of the maximum stakes and prizes.

18.3 It should be noted that a licensing authority cannot attach conditions to this type of permit.

18.4 This licensing authority will expect the applicant to show that there are policies and procedures in place to protect children from harm. Harm in this context is not limited to harm from gambling but includes wider child protection considerations. The efficiency of such policies and procedures will each be considered on their merits, however, they may include appropriate measures / training for staff as regards suspected truant school children on the premises, measures / training covering how staff would deal with unsupervised very young children being on the premises, or children causing perceived problems on / around the premises.

19. (Alcohol) Licensed premises gaming machine permits - Automatic entitlement: 2 machines

19.1 There is provision in the Act for premises licensed to sell alcohol for consumption on the premises to automatically have 2 gaming machines, of categories C and/or D. The premises merely need to notify the licensing authority.

19.2 The licensing authority can remove the automatic authorisation in respect of any particular premises if:

- provision of the machines is not reasonably consistent with the pursuit of the licensing objectives;
- gaming has taken place on the premises that breaches a condition of section 282 of the Gambling Act (i.e. that written notice has been provided to the licensing authority, that a fee has been provided and that any relevant code of practice issued by the Gambling Commission about the location and operation of the machine has been complied with);
- the premises are mainly used for gaming; or

- an offence under the Gambling Act has been committed on the premises.

19.3 Permit: 3 or more machines

- 19.4 If a premises wishes to have more than 2 machines, then it needs to apply for a permit and the licensing authority must consider that application based upon the licensing objectives, any guidance issued by the Gambling Commission and “*such matters as they think relevant.*”
- 19.5 This licensing authority considers that “*such matters*” will be decided on a case by case basis but generally there will be regard to the need to protect children and vulnerable persons from harmed or being exploited by gambling and will expect the applicant to satisfy the authority that there will be sufficient measures to ensure that under 18 year olds do not have access to the adult only gaming machines. Measures which will satisfy the authority that there will be no access may include the adult machines being in sight of the bar, or in the sight of staff who will monitor that the machines are not being used by those under 18. Notices and signage may also be help. As regards the protection of vulnerable persons, applicants may wish to consider the provision of information leaflets / helpline numbers for organisations such as GamCare.
- 19.6 It is recognised that some alcohol licensed premises may apply for a premises licence for their non-alcohol licensed areas. Any such application would most likely need to be applied for, and dealt with as an Adult Gaming Centre premises licence.
- 19.7 It should be noted that the licensing authority can decide to grant the application with a smaller number of machines and/or a different category of machines than that applied for. Conditions (other than these) cannot be attached.
- 19.8 It should also be noted that the holder of a permit must comply with any Code of Practice issued by the Gambling Commission about the location and operation of the machine.

20. Prize Gaming Permits

- 20.1 In making its decision on an application for this permit the licensing authority does not need to (but may) have regard to the licensing objectives but must have regard to any Gambling Commission guidance.
- 20.2 It should be noted that there are conditions in the Gambling Act 2005 by which the permit holder must comply, but that the licensing authority cannot attach conditions. The conditions in the Act are:
- the limits on participation fees, as set out in regulations, must be complied with;
 - all chances to participate in the gaming must be allocated on the premises on which the gaming is taking place and on one day; the game must be played and completed on the day the chances are allocated; and the result of the game must be made public in the premises on the day that it is played;
 - the prize for which the game is played must not exceed the amount set out in regulations (if a money prize), or the prescribed value (if non-monetary prize); and
 - participation in the gaming must not entitle the player to take part in any other gambling.

21. Club Gaming and Club Machines Permits

- 21.1 Members Clubs and Miners' welfare institutes (but not Commercial Clubs) may apply for a Club Gaming Permit or a Clubs Gaming machines permit. The Club Gaming Permit will enable the premises to provide gaming machines (3 machines of categories B, C or D), equal chance gaming and games of chance as set-out in forthcoming regulations. A Club Gaming machine permit will enable the premises to provide gaming machines (3 machines of categories B, C or D).
- 21.2 Gambling Commission Guidance states: "Members clubs must have at least 25 members and be established and conducted "wholly or mainly" for purposes other than gaming, unless the gaming is permitted by separate regulations. The Secretary of State has made regulation and these cover bridge and whist clubs, which replicates the position under the Gambling Act 1968. A members' club must be permanent in nature, not established to make commercial profit, and controlled by its members equally. Examples include working men's clubs, branches of Royal British Legion and clubs with political affiliations."
- 21.3 The Commission Guidance also notes that "licensing authorities may only refuse an application on the grounds that:
- (a) the applicant does not fulfil the requirements for a members' or commercial club or miners' welfare institute and therefore is not entitled to receive the type of permit for which it has applied;
 - (b) the applicant's premises are used wholly or mainly by children and/or young persons;
 - (c) an offence under the Act or a breach of a permit has been committed by the applicant while providing gaming facilities;
 - (d) a permit held by the applicant has been cancelled in the previous ten years; or
 - (e) an objection has been lodged by the Commission or the police.
- 21.4 There is also a 'fast-track' procedure available under the Act for premises which hold a Club Premises Certificate under the Licensing Act 2003 (Schedule 12 paragraph 10). As the Gambling Commission's Guidance to Licensing Authorities states: "Under the fast-track procedure there is no opportunity for objections to be made by the Commission or the police, and the ground upon which an authority can refuse a permit are reduced." and "The grounds on which an application under the process may be refused are:
- (a) that the club is established primarily for gaming, other than gaming prescribed under schedule 12;
 - (b) that in addition to the prescribed gaming, the applicant provides facilities for other gaming; or
 - (c) that a club gaming permit or club machine permit issued to the applicant in the last ten years has been cancelled."
- 21.5 There are statutory conditions on club gaming permits that no child uses a category B or C machine on the premises and that the holder complies with any relevant provision of a code of practice about the location and operation of gaming machines.

22. Temporary Use Notices

- 22.1 Temporary Use Notices allow the use of premises for gambling where there is no premises licence but where a gambling operator wishes to use the premises temporarily for providing facilities for gambling. Premises that might be suitable for a Temporary Use Notice, according to the Gambling Commission, would include hotels, conference centres and sporting venues.
- 22.2 The licensing authority can only grant a Temporary Use Notice to a person or company holding a relevant operating licence, i.e. a non-remote casino operating licence.
- 22.3 The Secretary of State has the power to determine what form of gambling can be authorised by Temporary Use Notices, and at the time of writing this Statement the relevant regulations (SI no 3157: The Gambling Act 2005 (Temporary Use Notices) Regulations 2007) state that Temporary Use Notices can only be used to permit the provision of facilities or equal chance gaming, where the gaming is intended to produce a single winner, which in practice means poker tournaments.
- 22.4 There are a number of statutory limits as regards Temporary Use Notices. The meaning of "premises" in Part 8 of the Act is discussed in Part 7 of the Gambling Commission Guidance to Licensing Authorities. As with "premises", the definition of "a set of premises" will be a question of fact in the particular circumstances of each notice that is given. In the Act "premises" is defined as including "any place".
- 22.5 In considering whether a place falls within the definition of "a set of premises", the licensing authority needs to look at, amongst other things, the ownership/occupation and control of the premises.
- 22.6 This licensing authority expects to object to notices where it appears that their effect would be to permit regular gambling in a place that could be described as one set of premises, as recommended in the Gambling Commission's Guidance to Licensing Authorities.

23. Occasional Use Notices

- 23.1 The licensing authority has very little discretion as regards these notices aside from ensuring that the statutory limit of 8 days in a calendar year is not exceeded. This licensing authority will though consider the definition of a 'track' and whether the applicant is permitted to avail him/herself of the notice.

END

CONTACT DETAILS, ADVICE & GUIDANCE

Further details regarding the licensing application process, including application forms, can be obtained from:

The Licensing Team
Hartlepool Borough Council
Civic Centre
Victoria Road
Hartlepool
TS24 8AY

Tel No: 01429 523354
Fax No: 01429 523308
Email: licensing@hartlepool.gov.uk
Web Site: www.hartlepool.gov.uk/licensing

Local Area Profile

The Gambling Commission recommends that licensing authorities provide a ‘local area profile’ to assist gambling operators to understand the risks, or potential risks, associated with particular geographical areas.

As an area profile can change with time, Hartlepool Borough Council refers licence holders, or potential applicants, to the following sources of information about Hartlepool: -

Government website – Indices of deprivation 2019 -
<https://www.gov.uk/government/publications/english-indices-of-deprivation-2019-research-report>

**SUMMARY OF LICENSING AUTHORITY DELEGATIONS PERMITTED
UNDER THE GAMBLING ACT**

Matter to be dealt with	Full Council	Sub-Committee of Licensing Committee	Officers
Final approval of three year Statement of licensing principles	X		
Policy not to permit casinos	X		
Application for premises licence		Where representations have been received and not withdrawn	Where no representations received/representations have been withdrawn
Application for a variation to a licence		Where representations have been received and not withdrawn	Where no representations received/representations have been withdrawn
Application for a transfer of a licence		Where representations have been received from the Commission	Where no representations received from the Commission
Application for a provisional statement		Where representations have been received and not withdrawn	Where no representations received/representations have been withdrawn
Review of a premises licence		X	
Application for club gaming/club machine permits		Where objections have been made (and not withdrawn)	Where no objections made/objections have been withdrawn
Cancellation of club gaming/club machine permits		X	
Applications for other permits			X
Cancellation of licensed premises gaming machine permits			X
Consideration of temporary use notice			X
Decision to give a counter notice to a temporary use notice		X	
Setting of licence fees			X

CONSULTATION

The following individuals/agencies and organisations were consulted about this Statement of Licensing Principles between June and August 2021: -

Hartlepool Borough Council councillors
Chief of Cleveland Police
Cleveland Fire Service
Hartlepool Borough Council Planning Department
Hartlepool Borough Council Trading Standards Service
Hartlepool Borough Council Environmental Health
Combined Authority
HMRC
Gamblers Anonymous
GamCare
British Beer and Pub Association
Association of British Bookmakers
Bingo Association
Remote Gambling Association
Business in Sport & Leisure
Casino Operators Association
BACTA
British Holiday & Home Parks Association
British Race Courses Association Ltd
British Casino Association



Report of: Managing Director

Subject: BUSINESS REPORT

1. COMMITTEE/OUTSIDE BODY RESIGNATIONS

I have been informed that Councillor Ashton has resigned from the following Committees:-

Children’s Services Committee
Audit and Governance Committee

Council is requested to appoint to the above ‘Coalition’ seats.

Elected Members will recall that at the last meeting of Full Council, Councillor Young’s resignation from Hartlepool Power Station – Community Liaison Committee was reported. Clarification was sought regarding appointment and Councillor Young has confirmed he will continue his appointment to the Committee as Chair of the Planning Committee.

2. COVID UPDATE

Whilst it is clear that the vaccination programme is effective in preventing serious disease and deaths, the vaccine does not prevent people from being infected or transmitting the virus and we know that older people and those with underlying medical conditions are more vulnerable to becoming ill. Indeed our hospitals are beginning to see a rise in the number of COVID-19 cases being admitted.

Even though adults who test positive may not become ill, many are absent from work because of household transmission from their children, or because they need to care for children who have tested positive. This is impacting on children’s education and critical services such as the NHS and social care.

At the current time COVID-19 cases in Hartlepool continue to be high and we are particularly seeing a marked increase in school-age children, which is impacting on students and staff. Our priority remains to maximise the number of children and

young people in face to face education and minimise any disruption. Therefore as well as continuing with the existing measures the Director of Public Health is advising that

In secondary schools:

- All adults and pupils to wear a face covering in all communal areas unless exempt;
- Encourage staff and pupils to test themselves for COVID-19 twice a week, and more frequently if they are specifically asked to do so.

In primary schools:

- All adults wear a face covering in all communal areas unless exempt;
- Encourage staff and pupils to test themselves for COVID-19 twice a week, and more frequently if they are specifically asked to do so.

We continue to provide a comprehensive COVID response including local testing and tracing arrangements for the town as well as supporting those people requiring additional support if isolating.

As always I will provide an update regarding the actual COVID-19 cases at Council, current levels when writing this report are 459/100,000.

3. LEVELLING UP FUND

We have received formal notification that on this occasion we were not successful regarding the outcome of our application to the first round of the Levelling Up Fund (see attached letter).

Our application formed part of the significant UK-wide interest in the first round of the Levelling Up Fund and was assessed against the criteria outlined in the Levelling Up Fund Prospectus and the Levelling Up Fund Technical Note. Whilst disappointing, there are further rounds of the Levelling Up Fund and we are able to resubmit a bid in future rounds.

We will now be writing to Michael Gove, the Secretary of State for Levelling Up, Housing and Communities, to understand why Hartlepool – a Borough with high deprivation levels – was overlooked for Levelling Up funding in round one and we will come back with a revised bid in spring 2022.

We are one of the smallest unitary authorities in the country and pulling together a bid of this size in such a short space of time can be incredibly demanding for our staff.

However, I am so proud that we have a team of dedicated and hardworking officers who are passionate about bringing positive change to Hartlepool, which was demonstrated by the success of our Town Deal vision.

Cleveland Police and Crime Panel

A meeting of Cleveland Police and Crime Panel was held on Thursday, 3rd June, 2021.

Present: Cllr Tony Riordan (Chair); Cllr Barrie Cooper, Cllr Chris Gallacher, Cllr Lynn Hall (Substitute for Cllr Stefan Houghton), Cllr Tom Mawston, Paul McGrath, Cllr Steve Nelson, Cllr Stephen Picton, Cllr Amy Prince, Luigi Salvati and Cllr Paul Weston (Substitute for Cllr Norma Stephenson).

Officers: Julie Butcher, Fiona Attewill, Peter Bell (Stockton-on-Tees Borough Council).

Also in attendance: Steve Turner (Cleveland Police and Crime Commissioner), Lisa Oldroyd (Office for the Cleveland Police and Crime Commissioner - Candidate).

Apologies: Cllr Stefan Houghton, Mayor Andy Preston, Cllr Carl Quartermain and Cllr Norma Stephenson.

PCP 62/20 Introduction and Welcome by the Chair

The Chair welcomed everyone to the meeting and introductions were given.

PCP 63/20 Declarations of Interest

Councillor Barrie Cooper declared a personal non prejudicial interest as he was Social Secretary for the National Association of Retired Police Officers in Cleveland.

PCP 64/20 Confirmation Hearing Purpose and Procedure

The Panel was presented with the Confirmation Hearing Purpose and Procedure.

RESOLVED that the Confirmation Hearing Purpose and Procedure be noted.

PCP 65/20 Key documents associated with the appointment

A report was submitted to the Panel following notification from the Police and Crime Commissioner of his intention to appoint an acting Chief Executive and Monitoring Officer.

The post of Chief Executive and Monitoring Officer had been held by Simon Dennis who also acted as Chief Executive and Monitoring Officer for the Police, Fire and Crime Commissioner for North Yorkshire. Mr Turner agreed to release Mr Dennis from his role with the Police and Crime Commissioner's Office for Cleveland early by mutual agreement with North Yorkshire, leaving the post at Cleveland vacant.

The Police Reform and Social Responsibility Act 2011 obliges a Police and Crime Commissioner to appoint a chief executive, and further requires the Commissioner to appoint an acting chief executive whenever that post was vacant. The Commissioner had notified the Panel that he was reviewing the role profile and would undertake a permanent selection process but, in the meantime, proposed to appoint Lisa Oldroyd as the acting chief executive and monitoring officer.

The Police and Crime Commissioner was obliged to notify the Police and Crime Panel of a proposed appointment to the post of Chief Executive or Acting Chief Executive which he did by letter addressed to the Chair of the Panel dated 14 May 2021 which was appended to the report.

The Commissioner was also obliged to provide the following:-

- (a) the name of the person whom the commissioner is proposing to appoint (“the candidate”);
- (b) the criteria used to assess the suitability of the candidate for the appointment;
- (c) why the candidate satisfies those criteria; and
- (d) the terms and conditions on which the candidate is to be appointed.

The details of a) to c) were provided to the Panel. The appointment was proposed to be for six months, but subject to the timescales for recruiting a permanent chief executive.

The Panel was obliged to review the proposed appointment at a confirmation hearing and make a recommendation to the Commissioner whether or not to make the appointment. The recommendation must be made within 3 weeks of the Commissioner notifying the Panel of the proposal.

The Panel had no power to veto the appointment of a Chief Executive.

The proposed candidate could be requested to attend the confirmation hearing to answer questions and Lisa Oldroyd was in attendance at the hearing.

The Commissioner may accept or reject the Panel’s recommendation.

Guidance published by the Local Government Association to Panels regarding confirmation hearings advised that a panel should only consider a candidate’s professional competence, i.e. ability to carry out the role, personal independence, operationally, from the Commissioner and how they met the person specification for the role.

RESOLVED that the Key documents associated with the appointment be noted.

**PCP
66/20**

Questioning of the Candidate

Before the commencement of the question and answer session the Candidate read out a personal statement.

Panel members were then given the opportunity to ask questions of the Candidate and these centred around the following, what do you consider the role of chief Executive to be? What abilities and qualities are needed for this role in your view? Why do you believe you have what it takes to fulfil the requirements of the job? Detail relevant experience in your previous role? What individuals, groups or agencies do you consider would need to be involved and engaged in order to deliver the objectives of the police and crime plan? How will that involvement/engagement be achieved? What expectations will you have of those who are involved in the plan’s delivery? Can you tell us about any cases when you have needed to provide unwelcome advice to your superiors, and

describe how you have approached that? What further training and development do you think you need to become fully effective in your new role?

When responses had been provided to all of the Panel Members' questions, the Candidate was given an opportunity to clarify any answers given. The hearing then concluded and the Panel went into closed session to consider its report and recommendations.

RESOLVED that the question and answer session be noted.

**PCP
67/20**

Closed Session for the Panel to consider its recommendation

Members of the Panel unanimously agreed that Lisa Oldroyd appeared competent to carry out the role of Acting Chief Executive and Monitoring Officer and would support her appointment.

RESOLVED that the Panel recommends to the Police and Crime Commissioner that Lisa Oldroyd be appointed as Acting Chief Executive and Monitoring Officer.

The Panel also agreed that the embargo on publishing the report could be reduced and this was agreed with the Police and Crime Commissioner.

Cleveland Police and Crime Panel

A meeting of Cleveland Police and Crime Panel was held on Tuesday, 6th July, 2021.

Present: Cllr Tony Riordan (Chair), Cllr Barrie Cooper, Cllr Chris Gallacher, Cllr Lynn Hall (Substitute for Cllr Stefan Houghton), Mr Paul McGrath, Cllr Steve Nelson, Cllr Stephen Picton, Mayor Andy Preston, Cllr Amy Prince, Mr Luigi Salvati and Cllr Norma Stephenson O.B.E.

Officers: Julie Butcher, Peter Bell, Gary Woods, Michael Henderson, John Devine (Stockton-on-Tees Borough Council).

Also in attendance: Steve Turner (PCC), Lisa Oldroyd, Rachele Kipling (OPCC), Cllr Bob Cook (Leader of Stockton-on-Tees Borough Council).

Apologies: Cllr Stefan Houghton, Cllr Tom Mawston and Cllr Carl Quartermain.

PCP 1/21 Appointment of Chair 2021/22

Moved by Councillor Lynn Hall, seconded by Councillor Stephen Picton that Councillor Tony Riordan be appointed Chair of the Panel for the Municipal Year 2021/22.

A vote took place and it was agreed that Councillor Tony Riordan be appointed Chair of the Panel for the Municipal Year 2021/22.

RESOLVED that Councillor Tony Riordan be appointed Chair of the Panel for the Municipal Year 2021/22.

PCP 2/21 Appointment of Vice Chair 2021/22

Moved by Councillor Barrie Cooper, seconded by Councillor Norma Stephenson that Councillor Barrie Cooper be appointed Vice Chair of the Panel for the Municipal Year 2021/22.

A vote took place and it was agreed that Councillor Barrie Cooper be appointed Vice Chair of the Panel for the Municipal Year 2021/22.

RESOLVED that Councillor Barrie Cooper be appointed Vice Chair of the Panel for the Municipal Year 2021/22.

PCP 3/21 Welcome by the Chair

The Chair welcomed everyone to the meeting and introductions were given.

The Chair congratulated Steve Turner following his election as Cleveland Police and Crime Commissioner and gave commiserations to other candidates that had not been successful.

**PCP
4/21** **Declarations of Interest**

Councillor Norma Stephenson declared a personal non prejudicial interest in respect of any reference at the meeting to the HAT Project as her son was employed by the HAT Service.

**PCP
5/21** **Minutes of the meetings held on 4 March and 3 June 2021 and Attendance Matrix**

Consideration was given to the minutes of the meetings held on 4 March and 3 June 2021 and the Attendance Matrix for 2020/21 and 2021/22.

Regarding the minutes of the meeting held on 2 February 2021 Councillor Amy Prince requested that the Hartlepool Borough Council representatives on the Panel receive a copy of the information that had been requested by the former Hartlepool Borough Council representative Councillor Lee Cartwright on the issue of charging Hartlepool Borough Council for floorspace at Hartlepool Police Station.

RESOLVED that the minutes of the meetings held on 4 March and 3 June 2021 be approved as a correct record and the Attendance Matrix for 2020/21 and 2021/22 be noted.

**PCP
6/21** **Members' Questions to the Commissioner**

The following question had been submitted by Luigi Salvati for response by the PCC:-

“The new Commissioner is withdrawing funding for the assisted drug scheme which has cut known crime to spend in other areas, how will this be replaced?

The result I fear will be an increase in crime resulting in figures going up (reflects on the Chief Constable I think), the Commissioner sites it is down to local health authority, who I believe may have not accounted for this in their budget, is it not irresponsible of the Commissioner to take this action realising the consequences and pushing out the situation to others and washing his hands of it without a plan B as it were?”

The PCC responded with:-

“The HAT Programme is contentious, I was elected on a manifesto that I would look for alternative funding sources for the HAT programme. What I have done since taking charge in May this year and what I can report is that alternative funding has been sourced for the HAT Programme. There will be an announcement about this issue shortly. The HAT Programme is funded until 30 September 2021 and this will not be taken away. Funding has been secured until March 2022. What happens after that will depend on a fuller assessment that will be carried out by Teesside University of the HAT Programme. I have read the assessment so far and some of the comments that you have made don't bear up to scrutiny. The HAT Programme has been a success for the

individuals involved but the crime statistics in Middlesbrough need to be scrutinised more closely.”

With the agreement of the Commissioner the Chair allowed some further comments and questions of this issue. These comments and questions could be summarised as follows:-

- In the Annual Report of the Commissioner it talks about the early findings of the HAT Programme that read like a health report rather than a police report. A lot of it is anecdotal evidence that shows that a lot of the clients were serious offenders who stopped committing crime once they started the HAT Programme but there is no statistics to back this claim up. The Commissioner responded that a lot of evidence is anecdotal at the moment and we need more firm evidence to back this anecdotal evidence up.

The following question was asked by Councillor Barrie Cooper for response by the PCC:-

“It has been brought to my attention that children have been swimming in the River Tees near where people are using jet-skis, please can this be looked into as a matter of urgency and that the PCC look into the possibility of a River Tees Safety Organisation?”

The PCC responded with:-

“Thank you Councillor Cooper, I will look into this issue.”

**PCP
7/21**

Annual Report of the Commissioner 2020/21

Consideration was given to a report that informed the Panel, key stakeholders and the residents of Cleveland about the achievements of the Office of the Police and Crime Commissioner (OPCC) over the last financial year before being published on the Police and Crime Commissioner’s website.

The Report covered the following key areas:-

- Introduction by Acting Chief Executive Lisa Oldroyd
- Key achievements at a glance
- Police scrutiny and accountability
- Objective 1: Investing in Police
- Objective 2: A Better Deal for Victims
- Objective 3: Tackling Offending and Re-Offending
- Objective 4: Working Together to Make a Safer Cleveland
- Objective 5: Securing the Future of our Communities

Members discussed the effect the pandemic had had on the crime statistics across the Cleveland area and how this had been reflected nationally.

Regarding ecins its was noted that the review was welcomed and the outcome of the review would be brought back to a future meeting of the Panel.

It was noted that by the end of 2021/22 Cleveland Police would have all its additional Police Officers in place 2 years ahead of schedule. This was bringing its own challenges as the additional Police Officers were still very inexperienced. There were still many challenges within Cleveland Police including the amount of Police Officers that were involved in historical crimes. A clear strategy would be put in place regarding Neighbourhood Policing as this was fundamental to everything that the Commissioner was trying to achieve.

RESOLVED that the Annual Report of the Commissioner 2020/21 be noted.

**PCP
8/21**

Cleveland Police and Crime Plan - Presentation

The Commissioner gave the Panel a presentation on the Cleveland Police and Crime Plan. The Commissioner outlined that he must have a Police and Crime Plan in place by March 2022. The aim was to present his draft plan at this meeting and then the consultation process would commence the next day. The Plan would evolve and adapt and then the final Plan would be brought to the Panel in September 2021. The presentation covered the following key areas:-

- Elected on a large mandate
- Engaged with a wide range of individuals to develop manifesto commitments
- Accountable to the public

- Performance focused approach
- Clear outcomes, key deliverables, and measures

- 10-point plan
- Term of office
- Annual delivery plan

- Consultation
- Chief Constable
- Due regard to Community Safety Partnership Priorities
- Public views

The Panel was given the opportunity to ask questions and make comments on the presentation and Commissioner was given the opportunity to respond. This session could be summarised as follows:-

- The possibility of live streaming meetings of the Panel was being looked at by support staff before it is reported to the Panel.
- With regard the performance figures it was noted that the figures would be measurable and it was the Panels role to scrutinise those figures. The figures would have to be very specific and the level of detail would be included in the final Plan.
- Some incidents that involved serious violence were not reported as it involved criminal gangs who did not want to be admitted to hospital.
- In year funding was not often given to police forces.
- More use of cameras should be looked at in areas of high crime.

- The Commissioner reported that he would look at a programme for older people and how they can use the internet safely.
- The 'stop and search' figures would be looked at by the Commissioner regarding any sort of profiling.
- The right kit and equipment was needed for Police Officers as there was an increase in serious violent crime. Where it was appropriate more Armed Response Officers were needed. An appropriate response was needed that fitted the crime that was on-going. It was noted that the Chief Constable had identified this as an issue following his appointment.
- Cleveland Police are looking into funding for facial recognition.
- Every Borough will have its own drone capability, and this should help tackle the issue of off-road motorbikes. Sergeant Gary Cookland was praised for his recent work tackling this issue. DNA tagging would also be used more to tackle this issue.
- Durham should be looked at regarding their sexual violence figures and there are opportunities across the North East to look at various challenges.
- If any member of the Panel knows of a community or focus group let the OPCC know so they can be consulted on the Plan.

RESOLVED that:-

1. The presentation be received.
2. The comments made by the Panel be noted.

**PCP
9/21** **Commissioner's Update - Video Update**

The Commissioner showed a video that was available to view on YouTube that gave an update on his work following his appointment as Commissioner.

It was noted that the Chief Constable would not be attending future meetings of the Panel unless he was specifically requested to do so.

RESOLVED that the video be noted.

**PCP
10/21** **Decisions of the Commissioner**

Consideration was given to a report that provided an update on decisions made by the Police and Crime Commissioner (PCC) and the Forward Plan.

The Police and Crime Commissioner made all decisions unless specifically delegated within the Scheme of Consent/Delegation. All decisions demonstrated that they were soundly based on relevant information and that the decision-making process was open and transparent.

In addition, a forward plan was included and published on the PCC website which included items requiring a decision in the future. This was attached to the report.

Each decision made by the PCC was recorded on a decision record form with supporting background information appended. Once approved it was published on the PCC website.

Decisions relating to private/confidential matters would be recorded; although, it may be appropriate that full details were not published.

There were no decisions to report to this meeting.

It was noted that the Commissioner would be doing more to tackle racism and hate crime in Cleveland including more education and looking at communities.

RESOLVED that the report be noted.

**PCP
11/21** **Commissioner's Scrutiny Programme**

Consideration was given to a report on the Commissioners Scrutiny Programme.

The report provided the Panel with an update on the development of a new refreshed approach to the Police and Crime Commissioner's (PCC's) scrutiny programme.

Holding the Chief Constable to account was the key duty of the Police & Crime Commissioner and must encompass all the functions of the Chief Constable and functions of those who were under the Chief Constable's direction and control.

The PCC was establishing a range of scrutiny approaches to engage with the Chief Constable and hold Cleveland Police to account. These take place on a daily, weekly and monthly schedule both formally and informally and included a range of meetings, data and feedback from partners and the public.

A scrutiny handbook was being produced which would clearly and transparently set out the approach to scrutiny and how the public and partners can support the PCC with this.

The PCC would be developing a scrutiny programme which would challenge Cleveland Police in a firm but fair way. There was an expectation that the meetings would be open and honest. In order to hold the force to account the Scrutiny programme would involve the following:-

a. Monthly meetings with the Force, with the format of the meetings being to focus on a specific topic, raise questions and seek assurances. Minutes of the meeting would be taken and the Force would be expected to provide updates on any questions raised at the meeting within 2 weeks. In the interests and openness and transparency these minutes would be published on the PCC website. To support these meetings the PCC may wish to call on subject matter experts to inform the key lines of questioning. For example Violence

against Women and Girls Panel (VAWG) may be used to support questioning in relation to VAWG issues. In addition to this regular meetings would take place with various departments within Cleveland Police which would also inform questioning.

b. A Forward Work Programme for the monthly scrutiny meetings was being developed with issues being raised to include for example: the Force Control Room and Recruitment and Vacancies (this programme can be shared with the Panel once it is fully developed).

c. Quarterly Performance meetings would also be held these meetings would be specifically to hold the Force to account for the implementation of the objectives within the Police and Crime Plan and to scrutinise police performance.

In addition to the above the PCC would meet with the Chief Constable on a weekly basis and a headline note of the issues raised would be kept and published online.

Consideration was also being given to the development of public scrutiny panels, including a peoples panel which would be specifically to hold the Police and Crime Commissioner to account.

Members noted that the Scrutiny Handbook would be available for the next meeting of the Panel.

RESOLVED that the report be noted.

PCP 12/21 **Police and Crime Panel Annual Report 2020/21**

The Panel was presented with the Cleveland Police and Crime Panel Annual Report 2020/21.

The Annual Report covered the following key areas:-

- Role of the Police and Crime Panel
- Cleveland Police and Crime Panel Membership 2020/21
- Key Activities and Achievements
- Annual Report of the Cleveland Police and Crime Commissioner
- Police and Crime Plan – Strategic Programme for 2020/2021
- Panel Training
- Review into the role of PCCs
- Resignation of the Police and Crime Commissioner
- Crimestoppers
- Victim Care and Advice Service (VCAS)
- National Police and Crime Panel Conference
- Task and Finish Scrutiny
- Update following the HMICFRS Integrated PEEL Assessment Report 2019
- Heroin Assisted Treatment (HAT) Programme – Evaluation Feedback

- Complaints

RESOLVED that the Cleveland Police and Crime Panel Annual Report 2020/21 be agreed.

**PCP
13/21** **Scrutiny Work Programme of the Panel 2021/22 and Panel Training Needs**

Consideration was given to a report that sought to set the Scrutiny Work Programme for 2021/22 and consider any training needs for the Panel.

The Panel was reminded of its role as scrutinising the actions and decisions of the Police and Crime Commissioner, thereby holding the PCC to account.

In addition, the Panel may wish to carry out one or more in-depth scrutiny reviews into a particular issue or concern. This may be a policy or performance issue in relation to priorities contained in the Police and Crime Plan.

Any additional work which the Panel may wish to undertake should be supportive and complementary to its statutory functions with the Panel acting as a critical friend; a supportive, but independent voice seeking to scrutinise the PCC in the interests of recommending appropriate changes and improvements. In addition, the work programme should avoid duplication and remain flexible and responsive.

It was, however, important that when identifying topics for additional work, the Panel considers the capacity and resources needed to carry out the investigation, to ensure that the review programme is manageable. It was also important to prioritise the issues identified, so that the work of the Panel was adding value.

The Panel was therefore asked to identify and consider suitable topics for scrutiny review during 2020/21. In selecting topics, the Panel may wish to consider whether:-

- there is public demand / a real need for the review
- there is a genuine opportunity through the reviews to influence policy and practice
- there is a clear focus for the review, recognising that going 'deep and narrow' can have more impact than 'broad but shallow'

The review topics that were on the Work Programme was the review of Cleveland Police Communications Strategy and the Review of Local Policing Precept. The Panel were asked to consider the capacity and resources needed to carry out the review programme to ensure that it was manageable.

An update was given to the Panel on the ongoing task and finish review of Cleveland Police Communications Strategy and the proposed future plan for this piece of work which would see it being paused whilst Stockton-on-Tees Borough Council (and any other Local Authorities covered by the Cleveland patch who wished to do something similar) carried out a scrutiny review of

Police Communications in Stockton-on-Tees, the findings of which could be fed back into the resumed PCP task and finish work.

In July 2020, to further contribute to its statutory function in supporting the Police and Crime Commissioner in the effective exercise of their duties, the Panel agreed to undertake a task and finish review of Cleveland Police Communications Strategy. The following Panel members were subsequently appointed to a Task and Finish Group to carry out this work:

- Councillor Steve Nelson (Chair) - Stockton-on-Tees Borough Council
- Councillor Lee Cartwright - Hartlepool Borough Council
- Councillor Vera Rider - Redcar and Cleveland Borough Council
- Councillor Matthew Storey - Middlesbrough Borough Council

The Group held its first meeting on the 27th November 2020 and considered evidence from the Commissioner's Officer for Communications and Information followed by the Head of Corporate Communications for Cleveland Police. Discussion points included the most effective methods of communication, the role of the PCC in operational announcements, partnership-working with wider stakeholders regarding communications, ensuring positive messages around policing are disseminated, and the use of social media.

A second meeting of the Group was intended for early-2021 but this had to be postponed due to the third COVID-19 national lockdown. Prior to a further meeting being arranged, Stockton-on-Tees Borough Council (SBC) received a proposal for a Scrutiny Review of Police Communications in Stockton-on-Tees which would focus on communications within the Borough between Cleveland Police and Ward Members. This piece of work (to be undertaken by a Task and Finish Group comprised from the Council's Crime and Disorder Select Committee) was subsequently approved by the Council's Executive Scrutiny Committee.

As part of the preparations for the SBC Scrutiny Review of Police Communications in Stockton-on-Tees (Task & Finish) work, it was suggested that there may be benefit in completing the Council review first, which could then be used to inform the resumed PCP (Task & Finish) Cleveland Police Communications Strategy work in the latter-half of 2021. This approach could also provide an opportunity for the three other Local Authorities covered by the Cleveland PCP to collect similar information (if desired) and feed this into the resumed PCP review. Both the Chair of the Panel and the Chair of the Panel Task and Finish Group were subsequently consulted on this plan and indicated support for such an approach.

The scope and plan for the SBC Scrutiny Review of Police Communications in Stockton-on-Tees (Task & Finish) was agreed on the 17th June 2021 and was scheduled to be completed by November 2021.

Changes to the Panel membership following the recent elections meant that three of the four Task and Finish Group members were no longer represented on the Panel. As such, the Panel were asked to identify three replacement members (one each from Hartlepool, Middlesbrough, and Redcar and

Cleveland Borough Council) to sit on the Cleveland Police Communications Strategy Task and Finish Group once its work resumes.

The matter of the local policing precept proposals had been reviewed annually and subject to amendment continues to be scrutinised by a Task and Finish Group in order to facilitate sufficient time and analysis to the financial arrangements of the PCC and commissioned services. The number of agenda items for a full Police and Crime Panel meeting might preclude sufficient scrutiny of the local policing precept set, and therefore in recent years a Task and Finish Group had undertaken this work on behalf of the full Panel. This review would report in February 2022.

On the issue of training Members of the Panel were last trained on 10 September 2020 by the external training providers Frontline Consulting. The training took place remotely and Members found this training extremely informative. New Members of the Panel had received a copy of the Cleveland Police and Crime Panel Handbook but would still need training. It was therefore recommended that new Members receive the same training as used previously and that other Members of the Panel may use this training as a refresh session.

RESOLVED that:-

1. The following Panel Members (one from each local authority area plus one non-political independent Member) form the Task and Finish Group for the Review of Local Policing Precept:-

Councillor Chris Gallacher
Councillor Barrie Cooper
Councillor Steve Nelson
Councillor Amy Prince
Luigi Salvati

2. The proposed future plan for the Panel's review of Cleveland Police Communications Strategy (Task & Finish) be agreed.

3. Authorisation be given for contact to be made with the scrutiny functions of other Cleveland Police area authorities regarding the consideration of information-gathering akin to that which is being initiated in Stockton-on-Tees around Police and Ward Member communications, which can then feed into the resumed overarching PCP (Task and Finish) work.

4. The following three replacement members (one each from Hartlepool, Middlesbrough, and Redcar and Cleveland) to be part of the Panel's Task and Finish Group once its work on the Cleveland Police Communications Strategy resumes later in 2021-2022:-

Councillor Chris Gallacher
Councillor Barrie Cooper
Councillor Stephen Picton

5. The training provider Frontline Consulting be booked for a date as soon as

possible to train the new Members of the Panel and that the training may be used as a refresh session for other Members.

**PCP
14/21 Public Questions**

Members were informed that there were no Public Questions.

**PCP
15/21 Forward Plan**

?????Members were presented with the Forward Plan for the Panel.

RESOLVED that the Forward Plan be noted.

CLEVELAND FIRE AUTHORITY

MINUTES OF ORDINARY MEETING

30 JULY 2021



PRESENT:

CHAIR

Cllr Paul Kirton – Stockton on Tees Borough Council

HARTLEPOOL BOROUGH COUNCIL

Cllrs Ben Clayton, Tim Fleming

MIDDLESBROUGH COUNCIL

Cllrs Teresa Higgins, Jon Rathmell

REDCAR & CLEVELAND BOROUGH COUNCIL

Cllrs Billy Ayre, Cliff Foggo, Mary Ovens

STOCKTON ON TEES BOROUGH COUNCIL

Cllrs Luke Frost, Lynn Hall, Steve Matthews, Jean O'Donnell,

AUTHORISED OFFICERS

Chief Fire Officer, Assistant Chief Fire Officer - Strategic Planning & Resources, Legal Adviser and Monitoring Officer, Treasurer

APOLOGIES:

Councillor Tom Cassidy - Hartlepool Borough Council

Councillor Naweed Hussain, Ashley Waters - Middlesbrough Council

29. DECLARATIONS OF MEMBERS INTEREST

Councillors Hall and Matthews declared Personal Non-Pecuniary Non-Prejudicial Interests. Min. No. 35.2 refers.

30. MINUTES

RESOLVED – that the minutes of the Annual meeting of 4 June 2021 be confirmed.

31. MINUTES OF MEETINGS

RESOLVED - that the Minutes of the Audit & Governance Committee on 25 June 2021, Executive Committee on 9 July 2021 and Executive (Appeals) Committee on 9 July 2021 be confirmed.

32. COMMUNICATIONS RECEIVED BY THE CHAIR

LGA - NJC / EMP Circulars

Lord Greenhalgh - Personal Emergency Evacuation Plan consultation

RESOLVED – that the communications be noted.

33. REPORTS OF THE CHIEF FIRE OFFICER

33.1 COVID 19 Briefing – Presentation

The Chief Fire Officer (CFO) provided Members with a detailed presentation on the latest position of the Covid-19 pandemic as of 27 July which covered: -

- National Summary - infection / deaths / hospital admission rate
- North East Authorities – infection rate over last 7 days
- National Local Authorities – infection rate
- Tees Valley Authorities – infection rate
- North East - vaccination rates 18+
- COVID-19 Staff Wellbeing
- CFB Approach to Lifting Restrictions
- Broader Role

The CFO informed Members that despite infection rates reducing by 50% from the previous week the North East was still twice the national average. He reported that staff absences the previous week, due to the 'pingdemic', had been double the current rate which had directly impacted the availability of crews to staff appliances and at its worst left the Brigade 30% below its operational capabilities.

The CFO reported that the government has since brought in guidance on isolation exemptions for critical workers who have been 'pinged' which involves the Brigade reinstating its lateral flow testing (LFT) station to give staff the choice of taking a LFT at work for seven continuous days or isolating at home for 10 days.

Councillor Ovens expressed thanks to staff for assisting with the vaccine roll out in the Redcar area and in particular the mobile service.

Members highlighted that only 53% of Brigade staff have been double vaccinated and asked if more could be done to encourage them. The CFO confirmed there was a lot of emphasis on Health & Wellbeing within the workplace and staff would be actively encouraged to have the vaccine. He hoped that this low figure was due to misreporting and confirmed that the Brigade's position was reflected nationally in other fire and rescue services.

The Chair asked for confirmation of the number of volunteers supporting the vaccine programme. The CFO confirmed that there were circa 51 vaccinators and over 100 other volunteers helping with marshalling and registration. Members placed on record thanks to all volunteers for using their free time to support the programme which highlights the fantastic work of the Brigade.

RESOLVED – that the presentation be noted.

33.2 Cleveland Fire Authority's Draft Vision 2030

The CFO presented Members with the Authority's Draft Vision 2030 which will replace the current vision contained within the Community Integrated Risk Management Plan (CIRMP) 2018-2022 and captures the aspirations and long-term destination of the Brigade.

33.2 Cleveland Fire Authority's Draft Vision 2030 cont.

The presentation covered how the Brigade aspires to continue being a leading fire and rescue service which:

- makes Teesside safer and stronger by saving lives, changing lives and protecting businesses
- has a professional, proud and passionate workforce with innovative and resilient leaders
- is a welcoming, trusted and respected organisation
- builds on learning and innovative digital approaches
- develops climate change plans to build a greener future

The CFO reported that staff and the community had been consulted on their expectations and opinions in relation to the draft vision and the results of this were summarised at Appendix 2 and 3.

RESOLVED - that the Draft Vision 2030 (Appendix 1) be approved, as recommended by the Executive Committee on 9 July 2021.

33.3 Draft Corporate Plan 2022-26

Members considered the Draft Corporate Plan 2022-26 which sets out the Authority's strategic direction for the next four years and vision to 2030. It outlines the community profile; horizon scanning; headline performance 2020/21; HMICFRS Inspection; finances; corporate goals 2026; and delivering the plan.

The CFO referred Members to the following key insight sources which will shape the underpinning Community Risk Management, People and Resource Plans that will guide the work of the Brigade from 1 April 2022:

- HMICFRS Inspection
- Internal Audit and Evaluation
- Community/staff feedback
- Community Risk Profile (Appendix 1)
- Changing Landscape document (Appendix 2)
- Performance Report 2020/21 (Appendix 3)

RESOLVED -

- (i) **That the strategic planning activities and sources of insight associated with the development of the Draft Corporate Plan 2022-26, detailed at Section 4 of the report, be noted.**
- (ii) **That, as recommended by the Executive Committee on 9 July 2021, the draft Corporate Plan 2022-26, attached at Appendix 4, be approved.**

33.4 Information Pack

- 33.4.1 National Joint Circulars
- 33.4.2 Employers Circulars
- 33.4.3 Campaigns

33.4 Information Pack cont.

Councillor Ovens referred to the significant number of empty buildings in Redcar & Cleveland and asked what involvement the Brigade had with keeping them safe. The CFO confirmed that there was no remit to inspect vacant properties, but the Brigade kept a register of over 15,000 other premises that would be subject to inspection under its Risk Based Inspection Programme (RBIP) which categorises building from very low to very high risk. The Assistant Chief Fire Officer – Community Protection (ACFO-CP) confirmed that at present four significant audits were carried out every day and this was increasing due to the recent expansion of Fire Safety team. He added that the RBIP was currently being reviewed to ensure the right premises are targeted and it was the expectation that 2,500 audits per year will be achieved with the team at full capacity.

Councillor Ovens also highlighted the Safe and Warm campaign scheduled for October which she welcomed. The CFO confirmed that the Brigade would once again be here to help local authorities with the issue of fuel poverty by supporting vulnerable members of our communities.

Councillor Hall noted it was National Road Victims Month in August and asked how the Brigade supported this campaign. The CFO acknowledged the rise in road traffic accidents this year following a reduction as a result of lockdown in 2020. He confirmed that the Brigade has a small Road Safety Team which schedules a range of preventative activities throughout the year which produce results. The team will also promote Project E.D.W.A.R.D in September.

RESOLVED – That the information Pack be noted.

34. TO RECEIVE THE REPORTS OF THE TREASURER

34.1 Process for Approving 2020/21 Statement of Accounts

Members received details from the Treasurer on Mazars' timetable for completing the audit of the 2020/21 Statement of Accounts and considered the options for approving them.

As previously reported to the Audit & Governance Committee, the Treasurer noted that Mazars faced a number of challenges to delivering the 2020/21 audit and proposed a timetable of late September for the Audit to commence with a view to completing mid-November. The Treasurer sought approval to give the Executive Committee delegated powers to approve the accounts at its meeting on 19 November 2021.

Councillor Foggo noted that this proposed arrangement did not allow for the accounts to be scrutinised by the Audit & Governance Committee. The Treasurer suggested the draft accounts be scrutinised at the 26 August 2021 Audit and Governance meeting where the Auditors would be present to answer any queries.

After much discussion about these contingency arrangements Members agreed to swap the Executive Committee and Audit & Governance Committee dates in November to allow the accounts to be scrutinised by Audit and Governance before being approved by the Executive Committee the following week.

34.1 Process for Approving 2020/21 Statement of Accounts cont.

RESOLVED – that Members approved the following arrangements in order to accommodate Mazars’ timetable for completing the audit of the 2020/21 Statement of Accounts:

- **That the Audit & Governance Committee meeting scheduled for 26 November 2021 be moved to 19 November 2021 to allow this committee to scrutinise the accounts.**
- **That the Executive Committee scheduled for 19 November 2021 be moved to 26 November 2021 and this committee be delegated authority to approve the 2020/21 Statement of Accounts.**

34.2 Stockton-on-Tees Borough Council Consultation: Council Tax Reduction Scheme 2022/23

Councillors Hall and Matthews declared a Personal Non-pecuniary Non-Prejudicial Declarations of Interests as detailed at Min. No. 29.

The Treasurer provided Members with details of the Stockton-on-Tees Borough Council (SBC) consultation on Council Tax Reduction Scheme 2022/23 designed to increase support to the most vulnerable residents in the SBC area.

Members discussed the financial impact this would have on the Authority, which was a £48,000 reduction in annual council tax income from SBC, and the likelihood that the other three constituent councils would take similar action and potentially leave the Authority with a £192,000 recurring council tax income deficit.

Members were asked to consider the following three options:

- 1) Note the position and not respond.
- 2) Respond supporting the proposal and request that the Authority’s concerns regarding the reduction in recurring Council Tax income received by the Authority be considered by SBC when making their decision.
- 3) Option 3 – respond objecting to the proposal on the grounds it reduces recurring Council Tax

Following a vote: 0 Members voted for Option 1; 3 Members voted for Option 2 and 6 Members for Option 3.

RESOLVED – that the Treasurer to respond to Stockton-on-Tees Borough Council in connection with the Council Tax Reduction Scheme 2022/23 consultation objecting to the proposal on the grounds it reduces recurring Council Tax income for the Authority.

35. **LOCAL GOVERNMENT (ACCESS TO INFORMATION) (VARIATION ORDER) 2006**
RESOLVED - “That under Section 100(A) (4) of the Local Government Act 1972, the press and public be excluded from the meeting for the following items of business, on the grounds that it involves the likely disclosure of exempt information as defined in paragraphs 1, 2, 4 and 5 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 individual; information that is likely to reveal the identity of an individual; 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; and information in respect of which a claim to legal professional privilege could be maintained in legal proceedings.”
36. **CONFIDENTIAL MINUTES**
RESOLVED – That the confidential minutes of the proceedings of the Cleveland Fire Authority Annual meeting on 4 June 2021 be confirmed.
37. **CONFIDENTIAL MINUTES OF MEETINGS**
RESOLVED – that the Confidential Minutes of the Executive Committee on 9 July 2021 and Executive (Appeals) Committee on 9 July 2021 be confirmed.

**COUNCILLOR PAUL KIRTON
CHAIR**