

FINANCE AND POLICY COMMITTEE

AGENDA



Monday 13 December 2021

at 10.00 am

**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 Friday 10 December 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.

MEMBERS: FINANCE AND POLICY COMMITTEE

Councillors Brash, Brown, Fleming, Harrison, Lindridge, Little, Moore, D Nicholson, Prince, Stokell and Young.

1. APOLOGIES FOR ABSENCE

2. TO RECEIVE ANY DECLARATIONS OF INTEREST BY MEMBERS

3. MINUTES

- 3.1 To receive the minutes of the meeting of the Finance and Policy Committee held on 15 November 2021.
- 3.2 To receive the minutes of the meeting of the Health and Wellbeing Board held on 15 October 2021.

4. BUDGET AND POLICY FRAMEWORK ITEMS

- 4.1 Medium Term Financial Strategy (MTFS) 2022/23 to 2024/25 – *Director of Resources and Development*

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.

- 4.2 Community Safety Plan (2021 – 2024) – *Director of Neighbourhood and Regulatory Services*

5. KEY DECISIONS

- 5.1 Brenda Road Housing Scheme - Proposed Acquisition by Housing Revenue Account of 84 Housing Units – *Director of Resources and Development*

6. OTHER ITEMS REQUIRING DECISION

- 6.1 Council Tax Base 2022/23 – *Director of Resources and Development*
- 6.2 Net Zero and Climate Change Strategy – *Assistant Director, Development and Growth*

7. ITEMS FOR INFORMATION

- 7.1 Strategic Financial Management Report as 31 October 2021 – *Director of Resources and Development*
- 7.2 Corporate Procurement Quarterly Report on Contracts – *Chief Solicitor*

8. ANY OTHER BUSINESS WHICH THE CHAIR CONSIDERS URGENT

For Information:

Dates and times of forthcoming meetings of the Finance and Policy Committee –

Monday 17 January, 2022 at 10.00 am
Monday 14 February, 2022 at 10.00 am
Monday 14 March, 2022 at 10.00 am



FINANCE AND POLICY COMMITTEE MINUTES AND DECISION RECORD

15 NOVEMBER 2021

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

Present:

Councillor Shane Moore (In the Chair)

Councillors: Paddy Brown, Tim Fleming, Brenda Harrison, Jim Lindridge, Sue Little, David Nicholson, Amy Prince, Cameron Stokell and Mike Young.

Also Present: Councillor Pamela Hargreaves as substitute for Councillor Jonathan Brash in accordance with Council Procedure Rule 4.2.

Officers: Denise McGuckin, Managing Director
Hayley Martin, Chief Solicitor
James Magog, Assistant Director, Finance
Paul Taylor, Strategic Development and Sustainability Manager
Sally Robinson, Director of Children's and Joint Commissioning Services
Danielle Swainston, Assistant Director, Joint Commissioning
Penny Thompson, Head of Housing, Hardship and Welfare Services
Tony Hanson, Director of Neighbourhoods and Regulatory Services
Steve Hilton, Communications and Marketing Team
David Cosgrove, Democratic Services Team

45. Apologies for Absence

Councillors Jonathan Brash.

46. Declarations of Interest

Councillor Amy Prince declared a personal interest in Minute No. 51.

47. Minutes of the meeting held on 15 October 2021

Received.

48. Minutes of the meeting of the Safer Hartlepool Partnership held on 19 July 2021

Received.

49. Minutes of the meeting of the Health and Wellbeing Board held on 26 July 2021

Received.

50. Homelessness Reduction and Rough Sleeping Strategy *(Director of Children's and Joint Commissioning Services)*

Type of decision

Key decision, test (ii) – Forward Plan Ref. CJCS 110/21

Purpose of report

To present the revised 'Homelessness Reduction and Rough Sleeping Strategy 2021-24' which includes comments received during the consultation process. To advise members of the results of the consultation process. To propose that the strategy is approved in order that actions outlined in the strategy can begin

Issue(s) for consideration

The Head of Housing, Hardship and Welfare Services reported that at the meeting on 13 September 2021 a draft 'Homelessness Reduction and Rough Sleeping Strategy' was presented for consideration and opened up for public for consultation. A total 38 responses were received to the consultation, including 15 members of the Homelessness Prevention Partnership, 13 directly to the Head of Service and 10 via the web link. Responses were received from social landlords, mental health, police, housing advice agencies, specialist support providers and council staff / departments.

An outline of the comments received was set out the report together with the additional actions arising from the comments that were proposed for the strategy.

Concern was raised by a number of Members, including the Chair, at the inclusion in the strategy of a proposal to "undertake research into the value of a landlord accreditation scheme with a view to improvements to the private rented sector where needed". Council had at its meeting on 30 September referred for consideration the issue of compulsory landlord registration to the Audit and Governance Committee. The Chair added that the past voluntary selective licensing schemes had proven to be wholly unsuccessful and was why the schemes were ceased.

There was extended debate around the issue of a compulsory landlord accreditation scheme. With the inclusion of the proposal within the Homelessness Reduction and Rough Sleeping Strategy, Members questioned if there was some additional resource within the department to

undertake the work rather than await a report from the Audit and Governance Committee and if a compulsory scheme would help improve the quality of private sector rented accommodation and reduce homelessness. Officers stated that it may but wanted to explore that further, there was, however, no resource identified at this time to undertake that assessment. If that work was to be undertaken by The Audit and Governance Committee then the recommendations of that could be fed into the strategy at the appropriate time.

Members agreed after much debate to amend the reference to landlord accreditation to allow the Audit and Governance Committee to complete its work in accordance with the wishes of Council and to accommodate any recommendations at a future date if necessary.

The meeting also discussed the numbers of people rough sleeping and presenting as homeless before and after the Covid-19 pandemic. Officers referenced the three-year funding for emergency support that had been gained through a bidding process and indicated that the numbers of rough sleepers had gone up in recent years and often numbered over ten in Hartlepool. The work undertaken with the Joseph Rowntree Trust was also highlighted.

Decision

That subject to the reference to landlord accreditation being amended to reflect that this work was being undertaken by the Audit and Governance Committee, the homelessness reduction and rough sleeping strategy be approved.

51. Household Support Fund *(Director of Children and Joint Commissioning Services and Director of Resources and Development)*

Type of decision

Key Decision (test (i)/(ii) apply) General Exception Notice applied.

Purpose of report

To present details of the Government's Household Support Fund and outline proposals to commit this funding to support those in greatest need of assistance.

Issue(s) for consideration

The Director of Children and Joint Commissioning Services reported that on 30 September 2021, the Government announced its allocation of £500m to support vulnerable households to help them with essentials over the coming months as the country continues its recovery from the pandemic. The Household Support Fund (HSF) covers the period 06 October 2021 to 31 March 2022 inclusive. On 07 October 2021, the Council received formal

notification of the arrangements for the administration of the HSF including draft guidance, grant determination and delivery plan templates. Hartlepool Borough Council has been allocated an indicative grant of £993,021.25.

This grant differs from the previously administered Covid Winter Support Grant and Covid Local Support Grant in that the reach is aimed at a wider number of vulnerable households, nevertheless, there is still a requirement to ensure that at least 50% of the grant is spent on children. Councils are expected to reach a broad spectrum of households, not just those on benefits.

Officers have explored the available options to maximise the impact of this grant to support vulnerable households in Hartlepool. This has included considering what support can be delivered using Local Council Tax Support or other benefit entitlement, free school meal vouchers, support through voluntary and community sector organisations and the Local Welfare Support Scheme. The Director highlighted that the administration of such a large grant poses significant challenges to the capacity and workload of the local authority.

It is proposed that the grant is distributed by the following means (the rationale behind each was set out in the report);

| Organisation/Scheme | Allocation |
|--|-------------------|
| Support for Families | £640,000 |
| Local Welfare Support Scheme | £80,000 |
| Housing Advice Team | £60,000 |
| Support for Individuals (inc. Pensioners) in receipt of benefit (LCTS or UC) | £50,000 |
| Hartlepool Food Bank | £10,000 |
| The Bread and Butter Thing | £10,000 |
| Citizen's Advice Bureau | £40,000 |
| Advice at Hart | £40,000 |
| Anglian Water | £15,000 |
| HBC Grant administration | £48,021 |
| Total | £993,021 |

Having considered the range of options for the provision of food for families with children, there is no one model that officers consider offers an accessible, easy to use and effective scheme. The Director, therefore, sought Members' instructions on the two options for consideration.

Option 1 - Purchase of supermarket voucher codes through Edenred, an online food voucher platform that had been used by schools and the Council to deliver the free school meals schemes during the Covid pandemic.

Option 2 - Purchase of pre-loaded supermarket cards to be spent in stores on food.

The Director stated that, on balance, officers supported Option 2 as it was the easier option to administer, and the Director indicated, that since the report had been produced, the scheme would not be limited to Morrison's supermarket but would also be available through Tesco and Tesco Local stores. In response to Members questions, the Director stated that the scheme would not extend to Morrison's Local stores, but officers had been able to negotiate with the provider of the cards that any unspent value on the cards after their expiration date would be returned to the local authority to be reused.

Members' broadly supported the proposed scheme as submitted and Option 2 – the use of pre-loaded supermarket cards but were concerned at the limited range of retailers and the lack of any 'discount' food retailers in the scheme. The Director stated that feedback from the previous Covid scheme from parents was that the paper voucher scheme did negatively 'mark them out' at the checkout, where using a card did not. Other supermarkets could also use an electronic scheme but that relied on users having a smart phone as well. Operating the voucher scheme would mean more retailers could be used but the workload was simply beyond the ability of the department to provide and schools would not issue the vouchers either. The pre-paid card scheme also allowed the return of unused credit to the scheme.

Members supported the proposal and Option 2 and thanked officers for the work that had gone into developing the scheme in such a short time frame. There was some concern expressed at the potential for alcohol to be purchased with the cards and the fact that a far greater level of financial support was probably needed within the community than allocated by government. The Director highlighted that there was a wide range of other activities around the food programme at Christmas that would supply wider support for those families in need. Members requested a report evaluating the scheme at its conclusion.

The Chair added a further recommendation to the report seeking Members' approval to a delegation to the Director of Children's and Joint Commissioning Services in consultation with the Committee Chair to re-allocate funds across the various component parts of the scheme if necessary and that any changes would be reported to Members.

The following decision was agreed without dissent.

Decision

1. That the proposals set out in the report for the expenditure of the Household Support Fund grant from central government be approved including the selection of Option 2 for the provision of food for families with children.

2. That the Director of Children's and Joint Commissioning Services in consultation with the Chair, be authorised to re allocate funds across the various component parts of the scheme, as reported, if necessary and that any changes be reported back to this Committee.

52. Hartlepool Town Masterplan *(Director of Resources and Development)*

Type of decision

Key Decision test's (i) and (ii) apply. Forward Plan Reference No. CE76/21.

Purpose of report

The purpose of the report was to seek approval from the Committee for the Hartlepool Town Centre Masterplan, which following the securing of £25m Towns Deal Funding, sets out a framework to reshape the town centre through individual projects and interventions.

Issue(s) for consideration

The Managing Director outlined the background to the development and need for the Town Masterplan which would provide a strong strategic vision that recognised the need for both public and private sector investment to address some of the larger structural issues that were present in the town.

The Director introduced Paul Taylor, the Strategic Development and Sustainability Manager who had joined the authority recently and had been working on the development of the masterplan.

The Managing Director stated that there was to be a full presentation of all aspects of the masterplan at a Members' seminar later in the day. A copy of the large scale document would also be placed in the Members' Library.

It was hoped that having such a strategic plan in place would greatly assist in the development and presentation of future funding bids for investment into Hartlepool. The Chair added that the masterplan had been developed prior to the submission of the recent Levelling-Up bid to government. The Chair commented that there were parts of the masterplan that had to be seen as aspirational, issues such as the new bridge at the rail station, and may potentially need to be removed from the plan.

Members welcomed the masterplan and commended officers on the work undertaken in its development. There was concern that investment should not be spread too thinly across the town centre. The Managing Director agreed but stated that the Council didn't need to do it all. The investment in Church Street was already kick-starting private sector investment in the area.

The Managing Director gave the meeting an update on the progress of the discussions with Hartlepool United FC on their aspirations for the redevelopment of the Mill House and surrounding area and the development of a masterplan for that area.

Members commented that much did depend on the public perception of what was being delivered and the capital money being invested and much relied on positive messages being delivered to the public when significant revenue budget cuts were also having to be made.

Decision

That the Town Centre Masterplan, as submitted, be approved.

53. Hartlepool Power Stations Off-Site Emergency Response Plan *(Director of Neighbourhoods and Regulatory Services)*

Type of decision

For information only.

Purpose of report

To update Members on the completion of the Hartlepool Nuclear Power Station's Off-Site Emergency Response Plan following delays due to the COVID-19 response last year.

Issue(s) for consideration

The Director of Neighbourhoods and Regulatory Services reported that the Committee had previously received a report on the updated Radiation Emergency Preparedness and Public Information Regulations (REPPiR) 2019 and the subsequent changes in the distance for the Detailed Emergency Planning Zone (DEPZ) around the Power Station. The Distance has changed from the 1km previously to a minimum of 2km, and the updated map is included at Appendix 1 to the report. The report included the actions taken since the previous report in compliance with the updated REPPiR 2019 Regulations. A test of the plan had been scheduled for May 2022.

Decision

1. The Committee noted the completion of the Off-Site Emergency Response Plan and the proposed date for the next test of this in May 2022, subject to confirmation from ONR.
2. The Committee noted the extension of the DEPZ and the provision and publication on the Council's website of prior information to businesses and residents.

54. Council Plan 2021-2024 – Progress Update *(Managing Director)*

Type of decision

For information only.

Purpose of report

To provide an update to Finance and Policy Committee on the progress made on the delivery of the Council Plan.

Issue(s) for consideration

The Managing Director provided Members with an update on the progress in delivering the key elements of the Council Plan highlighting a number of aspects for Members' information. Members welcomed the report and the Chair commented that it was easy to forget how far the authority had come following the Covid-19 pandemic and the very positive schemes it had delivered. A Member supported the Chair's comments and indicated that often people needed to be reminded of the positive action and services that were being delivered into the community and that officers across the authority should be thanked for continuing to do that, and often going beyond that during the pandemic.

Decision

The Committee noted the progress made on the Council Plan 2021-2024.

55. Any Other Items which the Chairman Considers are Urgent

None.

The Committee noted the next meeting would be held on Monday 13 December commencing at 10.00 am in the Civic Centre.

The meeting concluded at 11.35 am.

H MARTIN

CHIEF SOLICITOR

PUBLICATION DATE: 23 NOVEMBER 2021

HEALTH AND WELLBEING BOARD

MINUTES AND DECISION RECORD

15 OCTOBER 2021

The meeting commenced at 2.00 pm in the Civic Centre, Hartlepool

Present:

Councillor Moore, Leader of Council (In the Chair)

Prescribed Members:

Elected Members, Hartlepool Borough Council – Councillor Feeney (as substitute for Councillor Howson), Councillor Lindridge (as substitute for Councillor Cook) and Councillor Tiplady

Representatives of NHS Tees Valley Clinical Commissioning Group

– Dr Nick Timlin and Karen Hawkins (as substitute for David Gallagher)

Director of Public Health, Hartlepool Borough Council – Craig Blundred

Director of Children's and Joint Commissioning Services, Hartlepool Borough Council – Sally Robinson

Representatives of Healthwatch – Stephen Thomas (as substitute for Christopher Akers-Belcher) and Margaret Wrenn

Other Members:

Representative of Cleveland Police – Chief Inspector Mark Haworth (as substitute for Superintendent Sharon Cooney)

Representative of North Tees and Hartlepool NHS Trust – Stuart Irvine (as substitute for Deepak Dwarakanath)

Also in attendance:-

Zoe Sherry, Chair of the Mental Health Forum

Amanda Whitaker, Democratic Services Team

16. Apologies for Absence

Elected Members, Hartlepool Borough Council – Councillors Cook and Howson

Managing Director, Hartlepool Borough Council – Denise McGuckin

Representative of the NHS England – Dr Tim Butler

Representative of Cleveland Police – Superintendent Sharon Cooney

Representative of North Tees and Hartlepool NHS Trust – Deepak Dwarakanath

Representative of GP Federation – Fiona Adamson

Director of Adult and Community Based Services, Hartlepool Borough Council, Jill Harrison

Representatives of Healthwatch – Christopher Akers-Belcher

Representatives of NHS Tees Valley Clinical Commissioning Group – David Gallagher

Representative of Headteachers – Sonya Black
Representative of Tees, Esk and Wear Valley NHS Trust – Elspeth Devanney

17. Declarations of interest by Members

None.

18. Minutes

The minutes of the meeting held on 26 July 2021 were confirmed.

19. Clinical Commissioning Group Annual Report 2020/21

Karen Hawkins presented the first annual report as Tees Valley Clinical Commissioning Group following submission of the report at the CCG Annual Meeting on 28 July 2021. The pertinent issues included in the report were highlighted to the Board including the immense challenges due to the global Covid-19 pandemic. Whilst the response to the pandemic had been the major challenge during the year, the report recognised successes and hard work across other areas during 2020/21.

Board Members discussed issues arising from the report including the collaborative work being undertaken to address health inequalities and the role of Primary Care Networks working with Local Authorities. In response to issues highlighted by a Healthwatch representative, responses were provided to concerns expressed regarding access to GP appointments and obtaining dentistry services. The Board was assured that capacity issues were being worked on and a report would be submitted to the Board when further information was received from NHS England with regard to dental care issues.

Decision

The report was noted.

20. Director of Public Health Annual Report

The Board was referred to 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, as specified in the Health and Social Care Act 2012. The theme of the 2020 Annual Report was 'Hartlepool's COVID-19 Journey'. Following the success of utilising an electronic format last year, the report was again accessed via a link included in the report with a copy of the Director's report also appended to the Board report.

Board Members commended the report and the innovative approach in which the report had been presented. It was considered that the report and the videos shown at the meeting highlighted the positive impact of initiatives which had been introduced in response to the pandemic. Clarification was sought regarding long covid challenges and implications of the pandemic on mental health. The Board agreed to a suggestion by the Clinical Commissioning Group representative, that a report with further information on the issues raised be submitted to a future meeting of the Board.

Decision

The Board noted the report and its conclusions

21. Mental Health – Covid Recovery (*Director of Adult and Community Based Services*)

Zoe Sherry, Chair of the Mental Health Forum, presented the report which provided the Board with an update on the effects of Covid-19 on mental health. A report to Full Council in February 2021 by the then mental health champion Councillor Stephen Thomas had provided an overview on the early findings following the national lockdown in relation to mental health and wellbeing across the life course. The report had been compiled with the support of the Hartlepool Mental Health Forum which was sighted on the work of the North East & North Cumbria Integrated Care System (ICS) mental health work stream. In addition, Board members were advised the Teeswide Mental health Alliance was invested in a number of work streams focused on the implementation of the Crisis and Prevention Concordat and the Community Mental Health Transformation work.

The report provided information in relation to the following:-

- Tackling Social Isolation and Loneliness
- Bereavement and Loss
- Mental Ill Health
- Improving Access to Psychological Therapies
- Enhanced Community Mental Health Services

Decision

That Health and Wellbeing board noted the update and response to the recovery plan for mental health.

22. Health and Wellbeing Board – Draft Communications and Engagement Plan 2021/22 *(Director of Public Health)*

The report sought consideration of the Health and Wellbeing Board's draft Communications and Engagement Strategy. The Board was advised that Section 7 of the Terms of Reference for the Board outlined the statutory duty to involve local people in the preparation of the Joint Strategic Needs Assessment and the development of the Health and Wellbeing Strategy. It also referred to commitment to actively maximise the opportunities and mechanisms for involving local people in those processes and subsequent service provision.

Board Members were advised that the Board strives to meet the codes of practice and terms of engagement as set out in the Community Engagement and Cohesion Strategy. The key to achieving this was the development and delivery of a Communication and Engagement Strategy to set out how the work of the Board would be promoted and members of the public, key partners and the Voluntary and Community Sector would be able to engage with and contribute to the work of the Board. A draft Communication and Engagement Plan was appended to the report with the implementation of the Delivery Plan to be monitored, reviewed and developed on an annual basis.

Decision

That the Board approved the Draft Communication and Engagement Plan.

Meeting concluded at 3.10 p.m.

CHAIR

FINANCE AND POLICY COMMITTEE

13th December 2021



Report of: Director of Resources and Development

Subject: MEDIUM TERM FINANCIAL STRATEGY (MTFS)
2022/23 TO 2024/25

1. TYPE OF DECISION/APPLICABLE CATEGORY

1.1 Budget and Policy Framework.

2. PURPOSE OF REPORT

2.1 The purposes of this report are:

- i) To provide details of the Government's Spending Review and the impact on MTFS;
- ii) To provide feedback on the proposed savings referred to individual Policy Committees and to enable the Committee to then approve the savings proposals to be referred to Council on 16th December 2021.

3. BACKGROUND

3.1 The detailed MTFS reports considered by this Committee on 13th September and 15th October 2021 highlighted the significant financial deficit facing the Council over the next three years (2022/23 to 2024/25) and the financial risks which may increase the forecast deficit.

3.2 The decision (Finance and Policy Committee on 13th September 2021 and Council 30th September 2021) to increase Council Tax by 1.9% (below the 2% forecast national Referendum Limit), plus the 3% deferred Adult Social Care precept reduced the total deficit from **£11.435m** to **£7.523m**. The precept could either have been implemented in 2021/22 or deferred to 2022/23.

3.3 Increasing Council Tax and the Adult Social Care precept reflects national policy for funding local services. Therefore, against this national policy these increases provide the most robust basis for the budget and protecting services. The Council froze Council Tax for 2021/22 – the national average

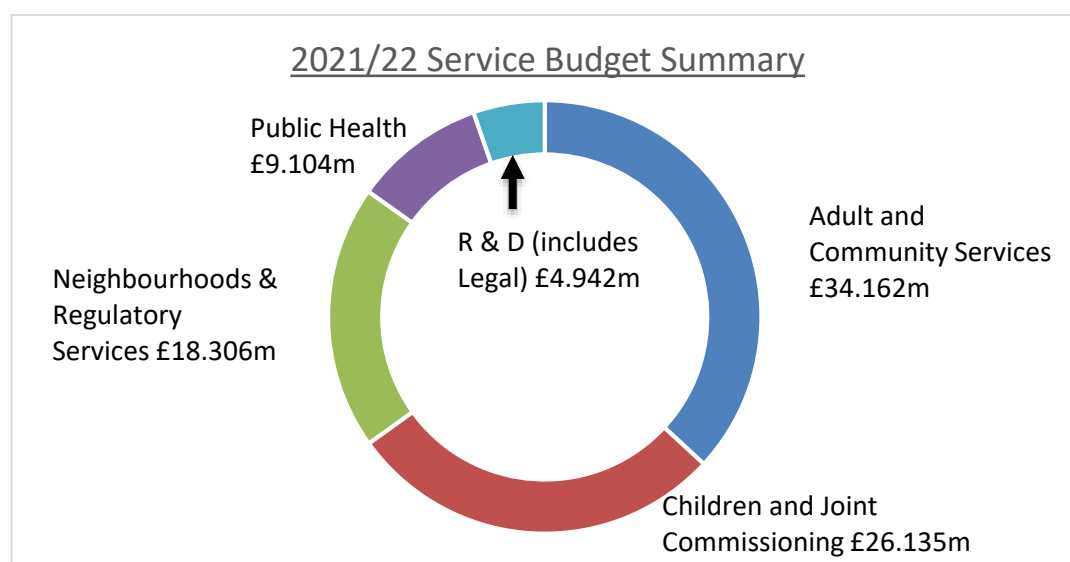
increase was 4.4%, which was just below the 5% referendum limit (including 3% Adult Social Care precept).

- 3.4 The majority of the reduced deficit of **£7.523m** is front loaded in 2022/23. To support the savings plan the recommendation to use reserves to phase the deficit over the next three years was also approved and this results in the following revised phasing of the deficit:

Deficits Reported 13.09.21

| | 2022/23 | 2023/24 | 2024/25 | Total 22/23 to 24/25 £'m |
|---|--------------|--------------|--------------|--------------------------------------|
| | £'m | £'m | £'m | £'m |
| Deficit <u>AFTER</u> Council Tax increase and forecast Tax Base Growth | 5.154 | 1.212 | 1.157 | 7.523 |
| Deficit deferred from 22/23 to 23/24 by using Reserves | (2.500) | 2.500 | 0.000 | 0.000 |
| Deficit deferred from 23/24 to 24/25 by using Reserves | 0.000 | (1.300) | 1.300 | 0.000 |
| Revised Deficit <u>AFTER</u> Council Tax increase and forecast Tax Base Growth and use of reserves | 2.654 | 2.412 | 2.457 | 7.523 |

- 3.5 The difficult decision already made to increase Council Tax and the Adult Social Care precept (deferred from 2021/22) provides recurring resources of **£2.113m** - which avoids further cuts to this value.
- 3.6 The savings decisions will be difficult and to provide some context the following pie chart provides an overview of the budget.



- 3.7 The above table highlights the challenges facing the Council. If Members protect some areas of the budget the reduction in non-protected areas will be

greater. Given the significant cuts in previous years there are no easy solutions.

4. CHANCELLORS BUDGET, SPENDING REVIEW AND OTHER GOVERNMENT ANNOUNCEMENTS

4.1 Prior to 2019, there had been three Spending Reviews since 2010, with each impacting on local government's strategic financing as summarised below:

- Spending Review 2010 established the initial reductions in local government grant funding, introduced the Council Tax Freeze Grant and the New Homes Bonus regime.
- Spending Review 2013 continued the reduction in core funding, which were only partly offset by the introduction of the Better Care Fund. The 2013/14 Local Government Finance Settlement transferred responsibility for providing Local Council Tax Support to councils, with an initial national 10% funding reduction – 12% for Hartlepool.
- Spending Review 2015 saw the scrapping of the Council Tax Freeze grant, the introduction of referendum limits for Council Tax **and** the introduction of the Adult Social Care (ASC) Precept. These changes continued in 2016/17, 2017/18, 2018/19, 2019/20, 2020/ 21 and 2022/23, which has resulted in a significant funding shift from government grant to council tax and the ASC precept.
- 2019 and 2020 saw single-year Spending Reviews, which made financial planning extremely challenging.

4.2 Spending Review (SR) 2021 sets out the Government's plans for the three years up to 2024/25. Figures from the Office for Budget Responsibility (OBR) confirm the economic impact of Covid in 2020, recovery in 2021 and 2022 – with much lower forecast growth from 2024. Over the same time period the OBR also forecast higher inflation up to 2022, with this then forecast to reduce.

4.3 At a national level there will be an increase in Government Departmental Spending, with the greatest increase being for the NHS, including for the next few years the funding raised from the 1.25% National Insurance increase.

4.4 The key impact for councils of Spending Review 2021 are:

- **Continued reliance on Council Tax and the Adult Social Care precept to increase Spending Power**

For the next three years the Chancellor's Budget indicated an annual core Council Tax Referendum limit of 2% and ASC of 1% - which the provision Local Government Finance Settlement is expected to confirm.

This will remain a challenging position for councils to manage as they have to explain the increases to the public, or the service cuts required if this recurring income is not secured.

With higher inflation in 2022/23 and potentially 2023/24 these increases will be needed just to stand still and to help meet inflationary costs, including the impact of the National Living Wage on care contracts.

Supporting information published alongside the budget details the Government's national Council Tax forecasts. The government's latest forecast show a £1.5 billion increase in Council Tax income by 2025/26, compared to the previous Budget. This highlights the continued reliance on Council Tax to increase Spending Power.

Additional funding for councils of £1.6 billion

This funding is front loaded with £1.5 billion being provided in 2022/23. In a separate letter to Council Leaders issued by the Department for Levelling Up, Housing & Communities (DLUHC) it was stated "This will allow your councils to increase their spending on the vital public services they provide and will make sure those services can respond effectively to rising demand and cost pressures".

This funding is welcome as it will help mitigate existing budget pressures and new financial pressures from April 2022 – including the impact of the 1.25% employers' National insurance increase – which increases both the direct cost of the Council's own workforce and external contract costs, particularly Adult Social Care contracts.

Additionally, the National Living Wage increase of 6.6% (to £9.50 from April 2022) is higher than the 4.9% forecast included in the MTFS. This will also increase external contract costs, again particularly Adult Social Care contracts.

The increase to £9.50 from April 2022 suggests the Government is now back on target to increase the NLW to £10.50 by April 2024 – subject to annual decisions on the actual NLW level. It would therefore be prudent to plan the MTFS on the basis of £10.50 being reached by April 2024.

- **Additional Adult Social Care funding**

This will be funded from the National Insurance increase and is phased over three years, with a national allocation of £200 million in 2022/23, £1.4 billion in 2023/24 and £2 billion recurring by 2024/25.

It is unclear how this funding will be allocated and as it is being provided to address the impact of the care cap it is currently anticipated there will be no net impact on the council's budget. As the care cap will have more impact in more affluent areas with greater fee payers it is anticipated this may be reflected in the funding allocations.

Information issued after the Chancellor's budget indicated that there will be conditions attached to this funding in relation to councils undertaking a costs of care exercise, producing and beginning to deliver a 'Market Sustainability Plan', moving towards increased fees rates and delivery of quality outcomes.

Further information will be provided once the Government issue the detailed requirements and grant conditions.

5. PROVISIONAL LOCAL GOVERNMENT FINANCE SETTLEMENT

- 5.1 As outlined in previous reports the forecast deficits excluded the impact of Government policy changes on the assumption additional funding will be provided. The provisional settlement will be issued in December and is expected to be better than previously forecast as a result of the 2021 SR, although this will not reverse previous grant cuts.
- 5.2 The settlement is expected to provide resources to fund the impact of Government policy changes - which was the MTFS planning assumption. It will also need to cover increased budget pressures that have emerged since the previous MTFS report was considered. As a minimum the settlement will need to provide at least **£2.385m** to stand still and avoid an increase in the overall deficit of **£7.523m**, as summarised below.

Minimum Grant increase required to standstill and fund cost not previously included in MTFS

| | Changes in costs £'000 |
|--|---------------------------|
| Increase in Employers National Insurance contribution of 1.25% (from April 2022) The National Insurance increase has a direct impact for the Councils own workforce of £625,000 . The Council will also face pressures from service providers to cover this additional cost, predominantly for Adult Social Care services. | 625 210 |
| Increase in National Living Wage (NLW) to £9.50 It was difficult to forecast annual increases in the NLW as these have varied over recent years. The MTFS planning assumption was an increase of 4.9% from April 2022. The actual increase is 6.6%. This is an additional budget pressure of £355,000. The latest increase suggests the Government is committed to increasing the NLW to £10.50 by April 2024, as they previously | 355 |

| | |
|--|-----|
| indicated. This will equate to annual increases of approximately 5% and result in an additional unbudgeted cost in 2023/24 of approximately £0.2m and a further £0.2m in 2023/24 – which will increase the deficits in these years. | |
| Adult Social Care - Inflation pressures It will not be possible to contain inflation for Adult Social Care contracts as the Council determines annual increases using a basket of inflation factors. This approach underpins the Council's approach to providing financial stability for this critical service area. Based on inflation trends an additional cost pressures of £145,000 is forecast. The final pressure will depend on October and November inflation. | 145 |
| April 2022 National Pay Award The MTFS included 2% for the forecast April pay award. The increase in inflation and removal of the public sector pay cap would suggest that pay pressures will increase. Additionally whilst the Council pays above the NLW the increase in this will put pressures on the lowest pay point, which in turn puts pressure on the pay scale. It would be prudent to increase the April 2022 pay provision to 3%. | 500 |
| Non Pay Inflation The MTFS includes 2% for non-pay inflation. The actual level of inflation is running at twice this level and expected to continue at this level during 2022/23. It would therefore be prudent to include provision for inflation pressures. This provision excludes Adult Social Care contracts as these are covered in other section of this table. | 400 |
| Energy costs Market pressures are continuing and now expected to last into 2023/24, before reducing in 2024/25 – although this cannot be guaranteed. On this basis it is not anticipated that the whole of the current increases (41% for electricity) and (86% for gas) will reverse and these costs will be higher than the 2% inflation provision included in the MTFS. Councils in the North East have been temporarily protected from these increases in 2021/22 as NEPO had 'hedged' (i.e. purchased in advance of need) a significant element of energy requirements for the current year. However, the impact in 2022/23 will be significantly greater. | 200 |

| | |
|--|--------------|
| <p>To avoid having to make additional budget cuts in 2022/23 and 2023/24 the current years' outturn strategy will set aside £1m to partly fund the additional forecast costs of £1.4m (£190k in 21/22, £560k in 2022/23 and £650k in 2023/24). This will mean £200k needs to be built into the 2022/23 base budget – which will cover a 31% recurring increase in these costs.</p> <p>The Energy Market continue to be volatile and further costs increases may arise. The position will continue to be monitored carefully and commitments against the one off resources will be reported as part of the normal financial management reports.</p> | |
| <p>Council Tax Base</p> <p>The Council Tax base for 2022/23 is 24,928, compared to 24,384 for 2021/22 – which is an increase of 2.2%, compared to a national forecast increase of 1.1%.</p> <p>The 2022/23 tax base is slightly higher than forecast and provides additional recurring resources of £50k.</p> | (50) |
| Minimum Grant increase required to fund increased costs | 2.385 |
| Minimum Grant increase as percentage of 2021/22 Government funding | 5.5% |

- 5.3 It is hoped that the grant distribution will target areas with a low Council Tax base / higher deprivation and provide additional recurring resources greater than the minimum required increase highlighted above. Any increase above this amount would reduce the three year deficit and in 2022/23 reduce reliance on the use of reserves, which in turn would reduce the deficit deferred to 2023/24. **The settlement will not remove the need to make significant cuts. Neither will it avoid ongoing Council Tax and ASC precept increases – these are assumed by the Government in national Spending Power forecasts and continue to be part of the Government's funding arrangements for councils.** A further update will be provided when the settlement is known.
- 5.4 **Strategy for managing three year forecast deficit**
- 5.5 The ideal situation would be to have a three year strategy to address the overall budget deficit. However, as previously reported the scale of the deficit makes this extremely challenging. The immediate priority is to set the 2022/23 budget on the most robust basis and then commence work early in 2022 on a strategy to balance the budget in 2023/24 and 2024/25.
- 5.6 In relation to the initial saving proposals considered by Finance and Policy Committee on 15 October 2021 and referred to individual policy committees the updated position is as follows:

- Savings not supported - £1.329m

These issues are detailed in **Appendix A - This item contains exempt information under Schedule 12A Local Government Act 1972 (as amended by the Local Government (Access to Information) (Variation Order 2006) namely: - Paragraph 1 - Information relating to any individual and Paragraph 2 - Information which is likely to reveal the identity of an individual.**

The proposed savings not supported would have been phased over three years and would have provided savings of £0.365m in 2022/23, and additional £0.838m in 2023/24 and a further additional £0.126m in 2024/25.

- Savings to be implemented 2022/23 – £2.629m

These proposals are detailed in **Appendix B** and in summary the saving fall into four categories:

- Staffing efficiencies / reductions - £739k
- Income and Grant Flexibilities - £762k
- Terms and Conditions changes - £395k
- Other service changes / reductions - £733k

- Savings to be implemented 2023/24 £0.856m and 2024/25 £0.164m

These issues are detailed in **Appendix C - This item contains exempt information under Schedule 12A Local Government Act 1972 (as amended by the Local Government (Access to Information) (Variation Order 2006) namely: - Paragraph 1 - Information relating to any individual and Paragraph 2 - Information which is likely to reveal the identity of an individual.**

These proposals consist of combination of the year 2 and 3 impact of multi-year savings initiatives commencing 2022/23, and new proposals to be implemented in 2023/24 and 2024/25. For completeness the detailed saving sheets include the three years savings.

- 5.7 It is recommended that the savings detailed in Appendices B and C, which have been supported, albeit out of necessity, during the referral process to Policy Committees are implemented.
- 5.8 Implementing these difficult savings and the previous decision to increase Council Tax and the deferred ASC precept have stabilised the Council's budget position.

- 5.9 However, the previous MTFS report had identified total potential saving of **£4.983m**. Adopting the reduced savings (detailed in Appendices B and C) will reduce the savings to **£3.649m** – with a potential further reduction of £0.440m if assets transfers cannot be achieved in 2023/24. The revised saving of **£3.649m** is only **48%** of the three year forecast deficit of **£7.523m** deficit. This means further significant savings will be needed in 2023/24 and 2024/25 – as detailed in paragraph 5.17.
- 5.10 The following table provides a summary of how the 2022/23 budget deficit will be addressed and shows that a balanced approach is being taken between increasing Council Tax/ASC income, implementing savings and use of reserves:

Summary of measures to address 2022/23 deficit

| | Forecast Position £'m | Actual Position £'m |
|---------------------------|--------------------------|------------------------|
| Core Council Tax increase | 0.854 | 0.854 |
| Deferred ASC precept | 1.259 | 1.259 |
| Savings | 2.654 | 2.629 |
| Use of Reserve | 2.500 | 2.525 |
| Total | 7.267 | 7.267 |

5.11 Impact of Government Council Tax policy on three year deficit

- 5.12 The above forecasts are based on annual core Council Tax increases of 1.9% - slightly below the 2% Referendum Limit – and the deferred ASC which could have been used in 2021/22 or 2022/23.
- 5.13 The 2021 SR has indicated additional annual 1% ASC precepts will apply for the next three years (2022/23, 2023/24 and 2024/25). Therefore, the three year deficit could potentially be reduced by approximately **£1.2m** if the annual 1% ASC precepts are implemented from 2022/23.
- 5.14 From the Council's perspective the Government's decision to continue the ASC precept for 2022/23 at 1% is difficult against the context of the deferred 3% ASC precept, which Members have approved. Members therefore need to determine whether they either:
- Wish to add a further 1% ASC precept in 2022/23 – which would secure recurring resources of approximately £0.42m; or

- Do not wish to add a further 1% ASC precept in 2022/23 – which would permanently reduce recurring resources by approximately £0.42m, as the 1% ASC precept limits are expected to be year specific.
- 5.15 The position in relation to the ASC precept for 2023/24 and 2024/25 is a more challenging and the recommendation of officers is to implement these increases to secure additional resources and therefore reduce the scale of budget cuts. As detailed early in the report any decision to forego increases in either the core Council Tax or the ASC up to the Government limits has two impacts:
- undermines the argument for additional Government funding; and
 - means service cuts need to be made to replace the reduction in recurring income.
- 5.16 The decision in relation to future ASC precepts needs to consider the impact of previous decision in relation to Council Tax and ASC precepts, as the cumulative impact on recurring resources is significant. As summarised below previous decisions have already reduced recurring income by £1.260m and this could potentially increase to **£2.1m** by 2024/25. The only viable option to replace this income loss is service cuts.

Permanent reduction in recurring income from not increasing
Council Tax and the ASC precept

| | £'m |
|--|--------------|
| 2021/22 actual permanent loss of 2% Core Council Tax | 0.840 |
| 2022/23 actual permanent loss of 1% ASC (assume Members will not wish to implement this additional increase) | 0.420 |
| Sub Total – actual reduction in recurring income | 1.260 |
| 2023/24 potential permanent loss of 1% ASC | 0.420 |
| 2024/25 potential permanent loss of 1% ASC | 0.420 |
| Total actual and potential reduction in recurring income | 2.100 |

- 5.17 On the basis that ASC precepts are implemented in 2023/24 and 2024/25, alongside 1.9% Core Council Tax increases, this would provide additional recurring income. Part of this income will need to be allocated to fund higher anticipated NLW increasing in April 2023 and April 2024 than previously reported. Overall there could be a small net reduction in the budget deficit from **£7.523m** to **£7.083m** and phased as follows:

Revised deficits with 1% ASC precept in 2023/24 and 2024/25

| | 2022/23 | 2023/24 | 2024/25 | Total 22/23 to 24/25 £'m |
|---|--------------|--------------|--------------|--------------------------------------|
| | £'m | £'m | £'m | £'m |
| Deficit <u>AFTER</u> Council Tax increase and forecast Tax Base Growth | 5.154 | 1.212 | 1.157 | 7.523 |
| Deficit deferred from 22/23 to 23/24 by using Reserves | (2.525) | 2.525 | 0.000 | 0.000 |
| Deficit deferred from 23/24 to 24/25 by using Reserves | 0.000 | (1.275) | 1.275 | 0.000 |
| Sub Total | 2.629 | 2.462 | 2.432 | 7.523 |
| Additional National Wage increases from 2023 | 0 | 200 | 200 | 400 |
| Additional 1% ASC | 0.000 | (0.420) | (0.420) | (0.840) |
| Revised Deficit <u>AFTER</u> Council Tax increase and forecast Tax Base Growth and use of reserves | 2.629 | 2.242 | 2.212 | 7.083 |

5.18 Impact on Budget Support Fund

- 5.19 The revised recommended strategy maintains the same total allocation for using the Budget Support Fund to phase savings and to fund transformation costs. This will include one of transformation costs of achieving the recurring Terms and Conditions savings, which cannot be quantified at this stage. It will also include termination costs (redundancy and pension costs) of achieving savings. Based on previous years these proposals are anticipated to have a pay-back period of approximately one year. It is not possible to quantify these costs for 2022/23 at this stage and details will be reported to a future meeting.

Updated Budget Support Fund

| | Previous Forecast (13.09.21) £'m | Revised Forecast £'m |
|---|---|----------------------------|
| Budget Support Fund | 7.691 | 7.691 |
| Less support 22/23 budget | (2.500) | (2.525) |
| Less support 23/24 budget | (1.300) | (1.275) |
| Available to fund future Transformation costs (including 22/23 to 2024/25 termination costs) | 3.891 | 3.891 |

6. POTENTIAL CAPITAL SAVINGS

- 6.1 The previous MTFS outlined two areas where the Council could potentially make Prudential Borrowing loan repayment savings to help towards reducing the overall recurring revenue deficit and relate to the following issues:

- **Neighbourhood Investment Plan (NIP) – potential revenue saving £40,000**

A capital provision of £1m has been provided within the capital programme to continue this initiative, which was established following the decision to remove Ward Member Budget to achieve a revenue budget saving.

The previous MTFS included the potential option of removing this budget to achieve a revenue saving. Members suggested retaining part of the capital budget to fund the following priorities:

- Infrastructure that supports Health, Physical Activity and Play;
- Toilet Facilities

To progress these proposals it is recommended that the masterplan for the Rift House Recreation site is refreshed to take into account the work carried out with local residents on improvements to the playing fields, facilities on site, car parks, and the creation of a walking route around the site with planting. If Members agree, then we can also look at alternative funding options from both the Football Foundation and Mondegreen, as it may be possible to use the Council's contribution to improve the car park facilities (approximately £100k) to secure match funding;

As part of phase 1 of the Neighbourhood Investment Programme, Members agreed to fund improvements to the toilet facilities at Seaton Carew Bus Station Toilets. However the remaining toilet provision across the Borough are also in need of improvements and initial feasibility work has identified a cost allocation of approximately £500k. Therefore it is proposed that, subject to Members approval, to undertake a detailed survey to determine an accurate cost for improvements to the other public toilet facilities at Coronation Drive, both sets of toilets on the Headland, Rossmere Park and Ward Jackson Park. A further report would then be submitted to approval of proposed schemes and costs.

If Members agreed to the proposals above, then this would reduce the borrowing amount by £400k – subject to the final costing. This would provide a recurring revenue saving of £16,000.

- **Wingfield Castle/Dam Board project**

Members previously determined to defer a decision until a further report on all available options has been completed and considered.

7. PUBLIC HEALTH FUNDING

- 7.1 The MTFS provides a 2% increase (£182,000) in the budget for Public Health and this is reflected in the General Fund deficit. For planning purposes a cash freeze in the ring fenced Public Health Grant was anticipated.
- 7.2 The Government has indicated that Public Health funding will increase. In the last two years funding allocations were not announced until mid- March. Any increase up to £182,000 can be allocated to replace the General Fund inflation and will therefore reduce the 2022/23 deficit. Any increase above £182,000 will need to be allocated for additional Public Health priorities.
- 7.3 At this stage it is unclear whether there will be increases in the Public Health Grant in 2023/24 or 2024/25 and further information will be reported when known.

8. CAPITAL PROGRAMME RISKS

- 8.1 Capital budgets were estimated in late 2019 and approved as part of the 2020/21 budget process. Since that time the international economy has seen a strong recovery from the economic impact of Covid which has increased inflation, particularly within the construction sector. It will not be clear for some time how much of this increase will be temporary and how much permanent.
- 8.2 These factors increase the risk that the cost of the capital programme will increase, although the value cannot be quantified at this stage. However, on a capital programme of £50m current headline inflation may increase costs by between £2m to £2.5m. The actual increase will remain uncertain until contracts are awarded and may be higher depending on economic conditions over the next 12 to 18 months and specific inflation in the construction sector.
- 8.3 The capital budgets included a level of contingency. However, this will not be sufficient to cover the unprecedented inflationary pressures as the economy recovers from the economic impact of Covid. Therefore, to address this issue and to hopefully avoid having to prioritise the existing capital programme, the 2021/22 MTFS (Finance and Policy Committee 25 January 2021 and Council 28 January 2021) approved the following proposal:

- Previous Capital receipts target

These receipts were earmarked to fund existing capital commitments and have been extremely challenging to receive. The final planned land sale, once received, will result in the actual receipts exceeding the required target.

Therefore, Members agreed to earmark the uncommitted capital receipts of £0.680m as a capital contingency until contracts are awarded for the major approved capital projects, and the position on external funding is clearer. It had been anticipated to be received early in 2021/22 and are

now anticipated to achieve before the end of the financial year. Details of any proposal to use this funding will be reported to this Committee for approval.

- 8.4 In view of inflation being much higher than anticipated when the 2021/22 budget was set and expected to continue for a longer period it is recommended that the following resources are also earmarked to manage capital programme inflation risks:

- New Capital receipts target

Achieving the existing target has been extremely challenging and taken much longer to achieve than anticipated. However, the completion of the remaining large land sale will complete this process.

A further report needs to be prepared to seek Members approval to sell the remaining land holdings of the Council if this can be achieved at the appropriate value. The remaining land sales will be challenging to achieve and will be phased over the next two / three years

- Temporary Minimum Revenue Provision (MRP) savings

These temporary savings can be achieved by delaying MRP charges until the assets become operational. This would mean any temporary savings aren't available to support in-year revenue pressures such as pay awards exceeding the budget provision, or service demand pressures continuing. It would only be prudent to take this saving at the year-end after the revenue outturn is known. Over the period 2021/22 to 2023/24 this could potentially provide one off funding of £1m.

- 8.5 In summary the above proposals provided an inflation contingency of £1.680m – plus what can be raise from additional capital receipts over the next 2 to 3 years.
- 8.6 In the event that actual inflation pressures are less than the resources the Council is able to earmark – which is unlikely – the resources set aside would be earmarked and reviewed by Members as part of a future years budget process. If actual inflation pressures are higher the position will need to be reviewed as part of the MTFS process.
- 8.7 However, the immediate priority for the Council is to ensure resources are aside to manage the significant capital cost risks to ensure approved projects can be delivered. Release of resources set aside would be subject to approval of Finance and Policy Committee and based on detailed business cases which would clearly demonstrate why additional funding is required, or identify the implications of value engineering projects to remain within the existing funding envelope. These decisions cannot be made at this stage and when made need to consider the long term implications of securing investment in the town's assets for the next generation.

9. OTHER CONSIDERATIONS

9.1 Equality and Diversity

- 9.2 The savings proposals put forward will impact on the delivery of frontline services or service users to varying degrees. There are some proposals which simply by the nature of the service area that they cover will impact on those with protected characteristics e.g. adult social care relating to older adults or those with disabilities. However, owing to the financial challenges facing the Council we have no choice but to change, redesign and potentially close services to reduce costs. Where we may need to change, redesign and close services we are working to minimise the impact on those with protected characteristics and will focus on securing services for those who are the most vulnerable within those protected characteristics.
- 9.3 Members are aware from previous MTFS reports that in making financial decisions the Council is required to demonstrate that those decisions are made in a fair, transparent and accountable way, considering the needs and the rights of different members of the community. This is achieved through assessing the impact that changes to policies, procedures and practices could have on different equality groups.
- 9.4 Since presentation of the initial savings proposals to Finance and Policy Committee in October further analysis has undertaken to determine the likely impact of the proposals where an impact has been identified and these are detailed as follows:
- **Appendix D** covers the proposals not to be implemented as detailed in Appendix A – both appendices **contains exempt information under Schedule 12A Local Government Act 1972 (as amended by the Local Government (Access to Information) (Variation Order 2006) namely: - Paragraph 1 - Information relating to any individual and Paragraph 2 - Information which is likely to reveal the identity of an individual.**
 - **Appendix E** covers the proposals to be implemented in 2022/23 detailed in Appendix B.
 - **Appendix F** covers the proposals to be implemented in 2023/24 or 2024/25 as detailed in Appendix C – both appendices **contains exempt information under Schedule 12A Local Government Act 1972 (as amended by the Local Government (Access to Information) (Variation Order 2006) namely: - Paragraph 1 - Information relating to any individual and Paragraph 2 - Information which is likely to reveal the identity of an individual.**
- 9.5 An overall central assessment has been undertaken to determine the cumulative impact of the savings proposals on each individual protected characteristics. It was identified that the following protected characteristics were affected by the savings proposals when considered as a whole:

- Age – Young people;
- Age – Older people;
- Disability.

9.6 Child and Family Poverty

9.7 Since presentation of the initial savings proposals to Finance and Policy Committee in October further analysis has undertaken to determine the likely impact of the proposals and these are detailed in appendices referred to in paragraph 9.4 for each proposal where an impact has been identified.

9.8 An overall central assessment has been undertaken to determine the cumulative impact of the savings proposals on child and family poverty. It was identified that although there will potentially be an impact on child and family poverty the range of potential mitigations provided across the proposals will work to minimise this impact. Mitigation includes the consideration of discounts/reduced charges for those on benefits and the provision of support for managing household finances and maximising benefits.

9.9 Legal Considerations

9.10 The following issues are relevant in relation to this report:

- the Local Government Finance Act 1992 requires local authorities to set a balanced budget – this report starts the budget process and further reports will enable budget proposals to be approved and then referred to Council to meet this requirement;
- the Local Government Act 2003 requires local authorities to consider the advice of their Section 151 Chief Finance Officer (the Director of Resources and Development) when making budget decisions. This advice must include details of the robustness of the estimates made for the purposes of the calculations and the adequacy of the proposed financial reserves. These requirements are detailed in section 9.

9.11 Staff and Asset Management Considerations

9.12 These are covered in the detailed savings proposals which shows the total number of posts impacted. Work completed on the basis that the savings proposals will be approved has been completed and staff in affected areas consulted. As a result a number of staff have requested voluntary redundancy and this will reduce the number of compulsory redundancies to 2 or 3.

9.13 Consultation Feedback

9.14 Consultation meetings have been scheduled with the Trade Unions and Business Sector and feedback will be provided at the meeting.

10. CONCLUSION AND ROBUSTNESS ADVICE

- 10.1 By law as the Council's Section 151 Officer I am required to provide advice on the robustness of the budget forecasts. The Council has robust financial management arrangements and a track record of delivering multi-year savings plans in previous years. The risks of achieving further cuts together with the uncertainties outlined within this report puts the financial sustainability of the Council at risk. The recommendations in this report are designed to mitigate these risks.
- 10.2 There continues to be increased scrutiny on Council Finances nationally, including the issuing of Section 114 notices and the Government providing capitalisation directives (i.e. authority to treat revenue expenditure as capital) where councils have requested this support to deal with specific financial challenges. The Government has imposed strict conditions on councils receiving capitalisation directives to:
- Undergo an external assurance review focusing on the plan to deliver medium-term sustainability;
- Where these reviews have reported in other Councils (Wirral MBC and Peterborough City Council) the inspectors have concluded that both authorities avoided making tough decisions.
- Where capitalised expenditure is not funded from capital receipts, any increased borrowing must be obtained from the PWLB (Public Works Loan Board), and is subject to an additional 1% premium on the interest rate.
- 10.3 The Council has already made the difficult decision to increase Council Tax by 1.9% and the 3% deferred ASC precept. These increases reflect Government referendum limits for increasing Spending Power. The approved increase for 2022/23 achieves recurring income which helps secure a more robust budget position.
- 10.4 Approval of the savings proposals for 2022/23 will further increase the sustainability of the budget position and reduce reliance on reserves to **£2.525m** – compared to **£5.182m** of reserves and one off funding used to set the 2021/22 budget.
- 10.5 As a package the 2022/23 increase in Council Tax, ASC precept and savings helps to put the Council on a more sustainable financial basis. However, based on current forecast further cuts of approximately **£2.2m** will need to be made in both 2023/24 and 2024/25 – i.e. a total of **£4.4m**. This assumes all planned saving are achieved and to deliver these additional savings a detailed plan will need to be developed earlier in 2022 and approved after the May 2022 elections. It also assume 1% ASC precepts are implemented in 2023/24 and 2024/25.

- 10.6 It is hoped that the provision Local Government Finance Settlement for 2022/23 will be more favourable than forecast. If this is the case it is recommended any additional resources are earmarked to further reduce reliance on the use of reserve in 2022/23.
- 10.7 This approach will underpin implementation of the Council Tax / ASC precept and implementation of budget savings and will provide the most robust basis for preparing the budget as it will:
- Further reduce the deficit deferred from 2022/23 to 2023/24;
 - Reduce the £4.4m of additional budget cuts still required in 2023/24 and 2024/25; and
 - Retain a greater level of uncommitted Budget Support Fund to manage financial risks, underpin the financial resilience of the Council and to fund transformation costs to deliver further savings.
- 10.8 Using any additional Government grant not to reduce the use of reserve in 2022/23 would in my professional opinion be less robust as it would use more reserves than necessary and therefore defer a greater deficit to 2023/24. Minimising the use of reserves during a period of increased inflation and risk of higher national pay awards provides a more robust financial position for the Council.
- 10.9 Additionally, reducing dependency on reserves to balance the 2022/23 budget will address issues highlighted in the report from LGA as follows:
- The MTFS is presented over a number of years, and the assumptions behind projections are robust and reasonable. Despite predicting significant budget gaps over a number of years, the Council does not prepare multiyear plans for savings delivery and focusses on balancing the annual budget. Recent budgets have used reserves and non-recurring funding, which has meant that a significant deficit has built up and will be carried forward into 2022/23.
 - A Strategic Transformation or Efficiency Programme should be developed with an objective to deliver recurring savings over a number of years that will fill the budget gap.
 - The Budget Delivery reserve should be used to smooth the budget gap and fund Transformation. It cannot be used to balance the budget on a non-recurring basis without a robust savings plan in place.

11. RECOMMENDATIONS

- 11.1 It is recommended that Members:

- i) Note the Chancellor's 2021 Spending Review confirms that increasing Spending Power for councils for the period 2022/23 to 2024/25 will continue to be reliant annual Council Tax referendum limits of 2%, plus continuation of 1% ASC precepts;
- ii) Note the provisional Local Government Finance Settlement needs to provide and increase in resources of at least £2.385m to fund increased costs not included in the MTFS in relation to the National Insurance increase, National Living Wage increase and higher inflation;
- iii) Note it is hoped the provisional Local Government Finance Settlement will exceed the minimum resources required to meet the commitments referred to above in recommendation (ii) – and if this is the case it is recommended that the most robust use of any additional resources would be to reduce the use of the Budget Support Fund in 2022/23, which would reduce the deficit deferred from 2022/23 to 2023/24 – thereby providing a more robust and sustainable MTFS;
- iv) Approve implementation of the savings proposals detailed in Appendix B and Appendix C (**This item contains exempt information under Schedule 12A Local Government Act 1972 (as amended by the Local Government (Access to Information) (Variation Order 2006) namely: - Paragraph 1 - Information relating to any individual and Paragraph 2 - Information which is likely to reveal the identity of an individual.**
- v) Consider whether to implement the additional 1% ASC precept for 2022/23 - which would secure additional recurring resources of £420,000, or not to implement this additional ASC precept – which would not secure this recurring income. Note this would be in addition to the approved Council Tax and ASC for 2022/23.
- vi) Note that in 2023/24 and 2024/25 the national 1% ASC precepts will continue to help pay for these services and local decisions regarding this will be made as part of the budget considerations for these years.
- vii) Consider the proposals in relation to the NIP detailed in paragraph 6.1 and determine if the capital budget should be reduced from £1m to £0.6m to focus on the priorities detailed in paragraph 6.1. To note if this proposal is approved it will provide a revenue saving of £16,000 which will be reflected in the budget proposals referred to Council.
- viii) Approve proposals detailed in section 8 for managing Capital Programme inflation risks and note that use of these one off resources will be approved by Finance and Policy Committee on the basis of detailed business cases.
- ix) Note the robustness advice detailed in section 9 and if this advice is not adopted record the reasons for this decision.

12. REASON FOR RECOMMENDATIONS

12.1 To determine the budget proposals to be referred to Council.

13. BACKGROUND PAPERS

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

- Finance and Policy Committee - Medium Term Financial Strategy (MTFS) 2022/23 to 2024/25 – 15th October 2021;
- Finance and Policy Committee - Medium Term Financial Strategy (MTFS) 2022/23 to 2024/25 – 13th September 2021;
- Finance and Policy Committee - Medium Term Financial Strategy (MTFS) 2021/22 to 2022/23 – 25th January 2021;
- Council - Medium Term Financial Strategy (MTFS) 2021/22 to 2022/23 – 28th January 2021.

14. CONTACT OFFICER

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Sign Off:-

Managing Director



Director of Resources and Development



Chief Solicitor



Summary savings proposals 2022/23

| Dtr Cttee Appendix | | | | 2022/23 | | Staff impact over three years | Equality & poverty impact |
|--------------------|------------------|--------|---------------------------------------|---------|--|-------------------------------|---------------------------|
| | | | | £'000 | | | |
| CL | Finance & Policy | R&D 1 | Council Tax Collection percentage | 175 | | none | none |
| CL | Finance & Policy | R&D 2 | Corporate Services | 22 | | none | none |
| CL | Finance & Policy | R&D 3 | Review reception/Front of house model | 5 | | 0 | none |
| CL | Finance & Policy | R&D 4 | Revenue/Benefits | 35 | | 3 | none |
| CL | Finance & Policy | R&D 5 | Corporate Finance | 50 | | none | none |
| CL | Finance & Policy | R&D 6 | Waterfront Project Resource | 41 | | 1 | none |
| CL | EG&R | R&D 7 | Business Support Grants | 25 | | none | none |
| CL | Finance & Policy | R&D 8 | HRA contribution to salaries | 13 | | none | none |
| HM | Finance & Policy | R&D 9 | Legal etc. services | 49 | | 3 | none |
| CL | Finance & Policy | R&D 10 | Trade Union Facility Time | 65 | | 1 | none |

4.1 APPENDIX B - Part 1

| Comment from Policy Committee | Response to Policy Committee comment |
|--|---|
| There was some concern expressed at employing an additional officer to ‘pressure’ people into paying CT. Members supported the proposal commenting that redeployment should be examined initially. | The Director stated that for some people it would be about providing advice on benefits they should be receiving and encouraging those who can pay to pay on time. Additionally, the Council will continue to have a fair, but firm approach to securing Council Tax payments. |
| Supported | n/a |
| Supported | n/a |
| Supported | n/a |
| Supported | n/a |
| Supported | n/a |
| Supported £25k | The final proposal of £25k is part of the total potential saving of £50k |
| Supported | n/a |
| Supported | n/a |
| Members requested confirmation on the statutory position and suggested details of a reduction in paid facility time rather than a complete cut. | Union representatives in the workplace have a statutory right to reasonable paid time off from employment to carry out trade union duties and to carry out trade union training (Facility Time). Union representatives also have a statutory right to reasonable unpaid time off when taking part in Trade Union activities. (ACAS code of practice for time off for trade union duties and activities, 2010). The saving proposal will not impact on these arrangements as the proposals relates additional paid Facility tie provided by the Council. |

| | | | | 2022/23 | | Staff impact over three years | Equality & poverty impact |
|-----|------------------|----------|--|---------|--|--|---------------------------------|
| Dtr | Cttee | Appendix | | | | | |
| CL | Finance & Policy | R&D 11 | Wellbeing Services | 30 | | none | none |
| CL | Finance & Policy | R&D 14 | Terms and Conditions | 395 | | none | A / B / H / J |
| | A&CBS | ACBS 2 | Adult Social care - Commissioned Services | 50 | | 1 | A / B / J |
| JH | | | | | | | |
| JH | A&CBS | ACBS 3 | Adult Social care - Management Restructure | 50 | | 3 to 5 | A / B |
| JH | A&CBS | ACBS 4 | Salary Abatement | 100 | | none | none |
| JH | A&CBS | ACBS 5 | BCF Contingency | 50 | | none | none |
| JH | A&CBS | ACBS 6 | DFG / Handy Person | 25 | | none | none |
| JH | A&CBS | ACBS 7 | Winter Pressures | 100 | | none | none |

| Comment from Policy Committee | Response to Policy Committee comment |
|---|---|
| Members requested details of the service usage particularly around mental health support and the potential of separating out and removing the physiotherapy services only. | Wellbeing Services are used by the Council and Schools that buy back the Local Authority HR SLA. Occupational Health contract is for 2 days per week plus Health Surveillance/Physician access. Reduction in this service for ill health referrals would mean delays in supporting staff sickness and reliance on GPs to provide reports at cost, plus higher sickness levels and delays in the recruitment process linked to the statutory requirement for pre-employment health assessments for safer recruitment posts. Counselling current usage is around 14 referrals per month (July to Sep 21) which is a significant increase from Oct 20-March 21 which was an average of 5 per month. The NHS service provides CBT therapy initially with delays in assessment and treatment / access to a Counsellor can be 6 months plus. Physiotherapy services help provide support for those with musculo-skeletal issues in the workforce. The average monthly referral rate in the last 6 months is 11 employees. The diagnostic and specialist spinal/back/neck treatments from K2 Physiocare are unlikely to be accessible in |
| The main saving related to ending weekend enhancement pay. Negotiations with Trade Unions would be required and a staff ballot was likely. Initial decision was to go ahead with negotiations with the Trade Unions. Supported. | n/a |
| There was some debate around the numbers and types of contracts the Council operated. Concern was expressed at the job losses and the workload impact on remaining staff. Supported | The Director advised that the contracts register was not specific to Adult Social Care and suggested that the query be raised with the Chief Solicitor. |
| Supported | n/a |
| Supported | n/a |
| Supported | n/a |
| Supported | n/a |
| Supported | n/a |

| | | | | 2022/23 | | Staff impact over three years | Equality & poverty impact | Comment from Policy Committee | Response to Policy Committee comment |
|-----|------------|----------|---|---------|---|--|---------------------------------|---|---|
| Dtr | Cttee | Appendix | | | | | | | |
| JH | A&CBS | ACBS 9 | GP Referral Service | 60 | 0 | 0 | 60 | Not Supported. Members expressed great concern at ceasing a service that provided good outcomes and prevented people from needing greater service support. | n/a |
| JH | A&CBS | ACBS 12 | Preventative & Community Based Services | 167 | | 5-10 | A | Members expressed a desire to keep Carlton Camp open and considered that its potential income generation capacity had not been fully explored but acknowledged the capital investment required at the camp. Supported | n/a |
| SR | Children's | CJCS 1 | Local Welfare Support | 86 | | none | A / B / J | Clarification was sought whether if the saving was made, assistance would continue to be given to people who present for financial assistance from this funding. The Assistant Director responded that improvements to the support could be improved through collaboration and improvements to the system to ensure support continued to be provided to those in need. It was noted also that the fund was currently called upon by a small number of people who consistently present for financial assistance and support. Concerns were expressed that it was difficult for the Committee to express a view when the number of families/individuals who presented for financial assistance through the fund was not available at the meeting. It was agreed that information relating to the numbers who would be affected, if the savings proposal was agreed, should be presented to the Finance and Policy Committee | The Assistant Director responded that improvements to the support could be improved through collaboration and improvements to the system to ensure support continued to be provided to those in need. Savings form has been updated and is attached. The data reflects claims rather than claimants so difficult to compare with number of households receiving LCTS, which ia approximately 9,000 working age households. Number of initiatives currently being rolled out that offer financial assistance to vulnerable households, such as HAF, HSF etc. however currently this is short term in nature. One off funding is being added to LWS to enable Council to phase this budget reduction. Remodelled policy will support the new approach to offering assistance under LWS, which will continue to compliment maintaining a 12% LCTS scheme. |
| SR | Children's | CJCS 2 | Vulnerable Persons Resettlement grant | 300 | | none | none | Supported | n/a |
| SR | Children's | CJCS 4 | Commissioning and MIT | 145 | | 1 | A / J | Supported | n/a |
| SR | Children's | CJCS 5 | Education | 100 | # | 5 | none | Supported | n/a |
| SR | Children's | CJCS 6 | YOS/Youth Service/One Stop Shop | 50 | | 1 to 1.5 | none | Supported | n/a |

| | | | | 2022/23 | | Staff impact over three years | Equality & poverty impact | Comment from Policy Committee | Response to Policy Committee comment |
|-----|----------------|----------|---|---------|--|--|---------------------------------|--|---|
| Dtr | Cttee | Appendix | | | | | | | |
| TH | Neighbourhoods | NRS 1 | Parking Charges Seaton Carew | 25 | | none | none | The Committee considered these two proposals should be merged when considered by Finance and Policy Committee. All year charging was fully supported. The increased charging was supported with price points of £1.50, £2.00 and £4.00 suggested for consideration by Finance and Policy Committee. | Revised composite saving form, which incorporates the proposed NRS1 and NRS2 covering parking charges in Seaton to include all year round and a price increase, included in report. |
| TH | Neighbourhoods | NRS 2 | Parking Charges Seaton Carew - All Year | 50 | | none | none | | |
| TH | Neighbourhoods | NRS 3 | Residential Parking charges | 25 | | none | J | Supported with the suggestion that the price bands be £15 for the first permit, £25 for the second and £40 for all subsequent permits. | Revised saving form for the proposed change put forward by Committee included in report, which reduced proposed saving from £30k to £25k |
| TH | Neighbourhoods | NRS 4 | School Crossing patrols | 32 | | 9 | A / B | Neighbourhood Services Cttee comments - Supported. Members requested that the feasibility of a 20pmh speed limit for Lynnfield Primary school be investigated. Members also requested that negotiations are started as soon as possible on the potential of them funding prior to the service not recommencing in September 2022 at the 9 initial sites. Negotiations to then be extended to all other school sites with the remaining crossing patrols. Members also requested that road safety initiatives be promoted with schools. | The Director agreed to ensure that all schools affected by this savings proposal would be informed of the proposed change prior to the report being made public and to offer the affected schools a buy back service, paid for by the school, for the Council to oversee that school crossing patroller proposed to be removed. It was also agreed that further conversations will take place with the remaining schools still supported by a school crossing patroller for the academic years of 2022/23. The Director also agreed to look at the speed limits adjacent to all schools, in particular Lynnfield Primary, and the implications of introducing 20mph speed limits around all school sites, while road safety in schools would continue to be promoted. A response was also provided to the elected member who sought clarification on how the assessments were made. |

| | | | | | | | |
|-----------------------------------|------------------|----------|------------------------------|---------|--|-------------------------------|---------------------------|
| | | | | 2022/23 | | Staff impact over three years | Equality & poverty impact |
| Dtr | Cttee | Appendix | | | | | |
| TH | Finance & Policy | NRS 6 | Security Contact | 12 | | none | none |
| TH | Neighbourhoods | NRS 7 | Staff and Member Car Parking | 4 | | none | none |
| TH | Neighbourhoods | NRS 8 | Blue Badge Car Parking | 20 | | none | B / J |
| TH | Neighbourhoods | NRS 9 | Post 16 SEND Transport | 73 | | 0.34 | A /B / J |
| TH | Neighbourhoods | NRS 10 | Concessionary Fares | 100 | | none | none |
| TH | Neighbourhoods | NRS 12 | Garden Waste | 100 | | none | none |
| Sub Total (single figure savings) | | | | 2629 | | | |
| Key - Equality & Poverty Impact | | | | | | | |
| A Age | | | | | | | |
| B Disability | | | | | | | |
| C Gender Reassignment | | | | | | | |
| D Marriage and Civil Partnership | | | | | | | |
| E Pregnancy and Maternity | | | | | | | |

| Comment from Policy Committee | Response to Policy Committee comment |
|--|---|
| <p>Children's Service Cttee comments - Whilst the majority of CS Committee members supported the proposal, views were expressed that safety was paramount. Support was expressed for speed limits being reduced around schools, working with schools and encouraging road safety initiatives. An elected member referred to the assessment which had been made of each site which included ranking based on ‘PV’. Following clarification sought from the member regarding the implications for the ranking if a school was on a bus route, the Director of Neighbourhood and Regulatory services agreed to provide the information following the meeting. The elected member also referred to his recent attendance at a school council meeting when the importance of feeling safe going to and from school had been highlighted.</p> | |
| Supported | n/a |
| Supported | n/a |
| Supported | n/a |
| Supported but the Committee requested that Finance and Policy Committee seek full legal assurance that these services are not statutory for post-16 education as there was concern that some education plans may include the provision of transport post-16. | The Director looked into this further as agreed and provided a subsequent response to all members of the Committee, including those who attended that day, to provide the reassurance that the provision of post-16 transport is not statutory for SEND pupils. |
| Supported | n/a |
| Supported Option 1 amended service (4 weekly and reduced by one month) without charges to householders. Members suggested further publicity on composting and the availability of the Waste Recycling Centre. | The Director will arrange to undertake a that a comms campaign in early 2022 to promote the use of compost bins and to remind residents of the opening hours and availability of the Household Waste Recycling Centre. |

| | | | | | | |
|-----|---------------------|----------|---------|--|--|---------------------------------|
| | | | 2022/23 | | Staff impact over three years | Equality & poverty impact |
| Dtr | Cttee | Appendix | | | | |
| F | Race | | | | | |
| G | Religion and Belief | | | | | |
| H | Sex | | | | | |
| I | Sexual Orientation | | | | | |
| J | Poverty | | | | | |

| | |
|-------------------------------|--------------------------------------|
| Comment from Policy Committee | Response to Policy Committee comment |
| | |

R&D 1

| | | |
|--|---------------------|----------------|
| Title of Workstream | Lead Officer | |
| Council Tax Collection Percentage | James Magog | |
| Profile of Expected Savings : (please enter only additional savings in future years) | | |
| 2022/23 | 2023/24 | 2024/25 |
| £175,000 | £0 | £0 |
| Date from which efficiencies are expected: | 1 April 2022 | |
| Proposal: | | |
| <p>The Collection Rate in the annual Base calculation is currently set at 98.5%.</p> <p>Whilst this rate is not achieved in year, on-going collection of historic liabilities means this rate is achieved over time. Write-off of Council Tax liability remains low.</p> <p>Collection performance has been impacted by the Covid-19 pandemic with a reduced in year rate for 2020/21, albeit on the back of a significant pause in recovery action. The Council therefore faces the immediate challenge to recover collection rates to historic levels. Notwithstanding, recovery to an on-going collection rate of 99% is considered achievable, if challenging. To achieve and sustain this higher level of recovery will be dependent on additional investment within the Revenues Team.</p> <p>A rate of 99% would add £215,000 to Council Tax income based on the current base position and Band D Council Tax levels.</p> <p>The Revenues Team has absorbed the increase in Council Tax accounts in recent years as the Base has increased. Further housebuilding within the Town will likely lead to a further increase in caseload in the coming years. In addition, the number of complex accounts with regular amendments to liability caused by Universal Credit changes continues to increase, as does the challenge of collecting from households in receipt of Local Council Tax Support. There remains a significant cohort of households where engagement is difficult, resulting in arrears.</p> <p>To ensure the increase collection rate can be achieved and sustained it will be necessary to invest £40,000 from the saving to fund a Revenues Officer post to target hard to reach households where historically Council Tax is difficult to collect. Without this increase in capacity a recovery to 99% collection rate will not be achievable.</p> | | |
| Risks/Dependencies and Mitigating Activities | | |
| <p>Risk – that the collection rate fails to recover from the Covid-19 pandemic and a 99% collection rate is not achieved. This risk is significantly mitigated by the additional staffing to support the Revenues Team.</p> | | |

R&D 1

| | | |
|---|--------------|------------|
| | | |
| Benchmarking/Analysis/Feasibility | | |
| <p>Collection benchmarking would continue to be closely scrutinised to ensure performance is maintained.</p> <p>Setting a budgeted collection rate of 99% will match actual national Council Tax performance and for Hartlepool is an extremely challenging target owing to the number of households eligible for Local Council Tax Support which makes collection more challenging and resource intensive.</p> | | |
| Staff Numbers Affected | Posts | FTE |
| Total Staff Numbers | 0 | 0 |

R&D 2

| | | |
|---|----------------|---------------------|
| Title of Workstream | | Lead Officer |
| Corporate Services | | Claire McLaren |
| Profile of Expected Savings : (please enter only additional savings in future years) | | |
| 2022/23 | 2023/24 | 2024/25 |
| £22,000 | 0 | 0 |
| Date from which efficiencies are expected: | | 1 April 2022 |
| Proposal: | | |
| <p>Staffing savings: £15K in Customer and Digital Services £7.5K in CICT</p> <p>Vacancies so no impact on Compulsory Redundancy.</p> | | |
| Risks/Dependencies and Mitigating Activities | | |
| <p>The corporate centre provides a support function to all departments of the Council and capacity has been reduced year on year. A further reduction in the capacity of Customer and Digital Services and CICT will mean less support to departments to undertake infrastructure and digital developments.</p> | | |
| Benchmarking/Analysis/Feasibility | | |
| <p>There is no benchmarking information readily available. A Value for Money review is currently underway in relation to CICT provision and the NEC contract.</p> | | |
| Staff Numbers Affected | Posts | FTE |
| Total Staff Numbers | 0 | 0 |

R&D 3

| Title of Workstream | | Lead Officer |
|---|--------------------|------------------------------|
| Review of Reception/Front-of-house model | | James Magog / Claire McLaren |
| Profile of Expected Savings : <i>(please enter only additional savings in future years)</i> | | |
| 2022/23 | 2023/24 | 2024/25 |
| £5k | Details Appendix C | |
| Date from which efficiencies are expected: | | 1 April 2022 |
| Proposal: | | |
| <p>To undertake a review of the service delivery model of reception and front of house including the cash office. This will be undertaken in 2 phases:</p> <p><u>Phase 1 from April 2022:</u></p> <ul style="list-style-type: none"> Decommissioning of the Queue Management System and replacing with an internal solution using Firmstep at a cost saving of £2.5k per annum in licence and support costs. Reduce the call on the casual budget totalling £2.5k due to changes to the opening hours of the Cash Office. The Cash Office is now open 9am-3pm. Review of interface with other teams and services that rely on Reception. <p><u>Phase 2 from April 2024:</u></p> <ul style="list-style-type: none"> Potential to merge front of house customer services and cash office in light of digital channel shift and reduced cash transactions. Further efficiencies to be quantified as a result of this review. | | |
| Risks/Dependencies and Mitigating Activities | | |
| <p>The change to the opening hours has been implemented with minimal disruption to service users.</p> <p>There will a reduced call on casual staff but no impact on permanent employees.</p> | | |
| Benchmarking/Analysis/Feasibility | | |
| <p>No benchmarking is readily available.</p> | | |
| Staff Numbers Affected | Posts | FTE |
| Total Staff Numbers | 0 | 0 |

R&D 4

| | | |
|---|--------------------|---------------------|
| Title of Workstream | | Lead Officer |
| Revenues / Benefits | | James Magog |
| Profile of Expected Savings : (please enter only additional savings in future years) | | |
| 2022/23 | 2023/24 | 2024/25 |
| £35,000 | Details Appendix C | Details Appendix C |
| Date from which efficiencies are expected: | | 1 April 2022 |
| Proposal: | | |
| <p>The three services whilst holding vacancies are also suffering reduced income through HB admin grant and also from school converting to academies. There is therefore a significant risk that the services will have to downsize to meet these income challenges and this may call into doubt the achievement of this efficiency.</p> <p>Whilst ensuring collection rates are at worst maintained, savings could be generated in through changes to working practice, for example:</p> <ul style="list-style-type: none"> - Review of processes including consideration of firmstep or similar to drive process. Full use of Resourcelink to eradicate any double keying of information. - Contact and communication options would be considered e.g. no longer providing a telephone option for business rate queries on the basis that businesses should be able to communicate electronically (either through firmstep or e-mail) - Reduced printing – for example no longer printing and distributing a council tax information leaflet (on-line only) / no wording on envelopes. - Review external support contracts e.g. external support to identify and quantify appeals for NNDR collection fund purposes, therefore accepting the potential for reduced evidence supporting the year end provision. - Consider any joint working opportunities between Revenues and Benefits to manage peaks in workload. | | |
| Risks/Dependencies and Mitigating Activities | | |
| <p>Risk – collection rate, debt recovery.</p> <p>Risk – HB / LCTS admin grant reduced to the extent that additional savings become unachievable unless more radical options are considered.</p> <p>Risk – SLA income from schools and Fire may decrease, requiring downsizing to meet the reduced income.</p> | | |
| Benchmarking/Analysis/Feasibility | | |
| Collection benchmarking would continue to be closely scrutinised to ensure performance is maintained. | | |

R&D 4

| Staff Numbers Affected | Posts | FTE |
|------------------------|---|---|
| Total Staff Numbers | 2 or 3 - 1 vacancy, then likely 1 or 2 achieved through turnover. | 2 or 3 - 1 vacancy, then likely 1 or 2 achieved through turnover. |

R&D 5

| | | | |
|---|----------------|---------------------|--|
| Title of Workstream | | Lead Officer | |
| Corporate Finance | | Chris Little | |
| Profile of Expected Savings : (please enter only additional savings in future years) | | | |
| 2022/23 | 2023/24 | 2024/25 | |
| £50,000 | £0 | £0 | |
| Date from which efficiencies are expected: | | 1 April 2022 | |
| Proposal: | | | |
| Combination of recharging costs for Treasury Managing activities and formalising reductions in working hours for part time posts. | | | |
| Risks/Dependencies and Mitigating Activities | | | |
| Risk – no specific risks. Team operating at capacity and any further changes would depend on corporate / departmental requirements reducing. | | | |
| Benchmarking/Analysis/Feasibility | | | |
| | | | |
| Staff Numbers Affected | Posts | FTE | |
| Total Staff Numbers | None | none | |
| Name of Building to be Closed as no longer required for Service Delivery | N/a | | |
| Running Costs (To be Completed by Finance) | N/a | | |

R&D 5

| Description of Grant Claw Back / One Off Cost Of Achieving Saving / Invest To Save | | |
|--|---------|---------|
| None | | |
| Value and Phasing of Grant Claw Back / One Off Cost Of Achieving Saving / Invest To Save | | |
| 2022/23 | 2023/24 | 2024/25 |
| Nil | Nil | Nil |

R&D 6

| | | |
|--|----------------|---------------------|
| Title of Workstream | | Lead Officer |
| Waterfront Project Resource | | Bev Bearne |
| Profile of Expected Savings : (please enter only additional savings in future years) | | |
| 2022/23 | 2023/24 | 2024/25 |
| £41,000 | £0 | £0 |
| Date from which efficiencies are expected: | | April 2022 |
| Proposal: | | |
| <p>The current structure for the Strategic Development Team includes a Band 11 post – Strategic Development Officer (Waterfront) which is yet to be recruited to.</p> <p>Following implementation of the project delivery/governance processes and establishment of project teams this post could be deleted from the structure.</p> <p>The capacity to deliver these projects will be funded from the capital budget as the scheme is moving from the development to the implementation stage and this will be achieved by commissioning a strategic partner with the necessary skills and experience. This will remove recruitment and retention risks of appointing to a specialist role.</p> | | |
| Risks/Dependencies and Mitigating Activities | | |
| Risks – insufficient officer capacity to deliver the capital programme | | |
| Benchmarking/Analysis/Feasibility | | |
| | | |
| Staff Numbers Affected | Posts | FTE |
| Total Staff Numbers | 1 | 1 |
| Name of Building to be Closed as no longer required for Service Delivery | | N/a |
| Running Costs (To be Completed by Finance) | | |
| Description of Grant Claw Back / One Off Cost Of Achieving Saving / Invest To Save | | |
| None | | |
| Value and Phasing of Grant Claw Back / One Off Cost Of Achieving Saving / Invest To Save | | |
| 2022/23 | 2023/24 | 2024/25 |

| | | |
|---|----------------|---------------------------------|
| Title of Workstream | | Lead Officer |
| Business Support Grants | | Bev Bearne/Israr Hussain |
| Profile of Expected Savings : <i>(please enter only additional savings in future years)</i> | | |
| 2022/23 | 2023/24 | 2024/25 |
| £25,000 | £0 | £0 |
| Date from which efficiencies are expected: | | April 2022 |
| Proposal: | | |
| <p>The current allocation for business support grants is £50,000pa. Businesses in the Borough have benefitted from an increase in access to support via government Covid related grants such as open & closed funds and the ARG's.</p> <p>With additional support from Government expected to continue the proposal is to halve the budget available for business support. The remaining £25,000 will be focussed on supporting new business start-ups and those businesses who are ineligible for business support and to support businesses linked to our capital programme activity.</p> | | |
| Risks/Dependencies and Mitigating Activities | | |
| <p>The fund has been historically undersubscribed and the increase in government related business support means a reduction in this fund would have little impact.</p> | | |
| Benchmarking/Analysis/Feasibility | | |
| | | |
| Staff Numbers Affected | Posts | FTE |
| Total Staff Numbers | 0 | 0 |
| Name of Building to be Closed as no longer required for Service Delivery | N/a | |
| Running Costs (To be Completed by Finance) | | |
| Description of Grant Claw Back / One Off Cost Of Achieving Saving / Invest To Save | | |
| None | | |
| Value and Phasing of Grant Claw Back / One Off Cost Of Achieving Saving / Invest To Save | | |
| 2022/23 | 2023/24 | 2024/25 |
| nil | nil | nil |

R&D 8

| | | | |
|---|----------------|---------------------|--|
| Title of Workstream | | Lead Officer | |
| HRA Contribution to Salaries | | Bev Bearne/Tim Wynn | |
| Profile of Expected Savings : (please enter only additional savings in future years) | | | |
| 2022/23 | 2023/24 | 2024/25 | |
| £13,000 | 0 | 0 | |
| Date from which efficiencies are expected: | | 2022/23 | |
| Proposal: | | | |
| <p>Increase reflects additional support of HRA arising from increase in housing stock and planned development work.</p> | | | |
| Risks/Dependencies and Mitigating Activities | | | |
| None | | | |
| Benchmarking/Analysis/Feasibility | | | |
| <p>Other councils either have no HRA as they transferred housing stock or if they retain have many more properties than Hartlepool, therefore there is no comparative benchmarking information available. The HRA Business Model seeks to minimise management and administrative costs.</p> | | | |
| Staff Numbers Affected | Posts | FTE | |
| Total Staff Numbers | 0 | 0 | |

R&D 9

| | | |
|---|--------------------|---------------------|
| Title of Workstream | | Lead Officer |
| Legal etc services | | HM/NW |
| Profile of Expected Savings : (please enter only additional savings in future years) | | |
| 2022/23 | 2023/24 | 2024/25 |
| £49,000 | Details Appendix C | Details Appendix C |
| Date from which efficiencies are expected: | | April 2024 |
| Proposal: | | |
| <p>Phased restructure across the department, including deletion of vacant posts.</p> | | |
| Risks/Dependencies and Mitigating Activities | | |
| <p>Restructure to ensure service needs met</p> | | |
| Benchmarking/Analysis/Feasibility | | |
| <p>Changes will ensure resilience in high pressure areas as well as make savings.</p> | | |
| Staff Numbers Affected | Posts | FTE |
| Total Staff Numbers | 1 | 1 |
| Name of Building to be Closed as no longer required for Service Delivery | | |
| Running Costs (To be Completed by Finance) | | |
| Description of Grant Claw Back / One Off Cost Of Achieving Saving / Invest To Save | | |

R&D 9

Potential redundancy costs

Value and Phasing of Grant Claw Back / One Off Cost Of Achieving Saving / Invest To Save

2022/23

2023/24

2024/25

| Title of Workstream | | Lead Officer |
|--|---------|----------------|
| Trade Union Facility Time | | Claire McLaren |
| Profile of Expected Savings : <i>(please enter only additional savings in future years)</i> | | |
| 2022/23 | 2023/24 | 2024/25 |
| £15k - £65k | £0 | £0 |
| Date from which efficiencies are expected: | | 1 April 2022 |
| Proposal: | | |
| <p>The Council supports collective bargaining in the belief that it is the best mechanism for engagement with the workforce, resolving industrial relations issues, addressing other workplace related issues and recognises appropriate trade unions for collective bargaining purposes. In accordance with employment legislation and in line with the ACAS Code of Practice entitled "Time off for trade union duties and activities", HBC provides appropriate and reasonable facilities and time off for Trade Union duties and activities.</p> <p>Although there is no statutory requirement to provide paid facility time, there is a statutory right to unpaid time off to undertake TU duties and activities.</p> <p>The current Trade Union Recognition and Facility Time Policy includes corporate funding for the following paid facility time:</p> <p>Up to 0.5 FTE Branch Secretary (Unison) and up to 1.0 FTE for other officers as agreed with the Assistant Director, Corporate Services Up to 0.5 FTE HJTUC Secretary Up to 5 days per month GMB Branch Convenor</p> <p>The full year cost is £65K and current commitments are £50k for 1 full time rep (100% of role) and two part time reps (29% and 25% respectively).</p> <p>Other TU representative are granted reasonable time off to undertake duties and activities in relation to their Trade Union role.</p> <p>The proposals put forward for consideration are:</p> <ul style="list-style-type: none"> i) Reducing the corporately funded Trade Union Facility Time to £50K and putting forward the remaining £15K as a budget saving or ii) Remove the corporate funded Trade Union Facility Time in its entirety and put forward £65K as a budget saving, i.e. additional £50k compared to option (i). | | |

| Risks/Dependencies and Mitigating Activities | | |
|---|-------|-----|
| There is not a statutory requirement to provide paid facility time, although removal would end a long standing local agreement which may impact on relationships with the Trade Unions. | | |
| Benchmarking/Analysis/Feasibility | | |
| Arrangements in the Tees Valley differ. Of the 5 Councils, 3 provide direct financial support to Trade Unions and 2 do not. | | |
| Staff Numbers Affected | Posts | FTE |
| Total Staff Numbers | 1 | 1 |

R&D 11

| | | |
|--|----------------|---------------------|
| Title of Workstream | | Lead Officer |
| Wellbeing Services | | Claire McLaren |
| Profile of Expected Savings : (please enter only additional savings in future years) | | |
| 2022/23 | 2023/24 | 2024/25 |
| £30k | £0 | £0 |
| Date from which efficiencies are expected: | | 1 April 2022 |
| Proposal: | | |
| <p>A range of Wellbeing Services are offered within the Council to support staff physical and mental wellbeing. These include:</p> <ul style="list-style-type: none"> • Physiotherapy with a contract with K2. • Counselling with a contract with MIND. • Occupational Health with a contract with Durham County Council who deliver this on our behalf. <p>There are certain elements of Occupational Health that must be provided on a statutory footing. For example, Surveillance Checks, to ensure work does not cause ill health. This would need to be explored for impact before a final decision is made.</p> <p>The 3 year average spend on these services is £54k.</p> <p>The proposal would be to scale back Wellbeing Services and only retain those Occupational Services required on a statutory basis.</p> | | |
| Risks/Dependencies and Mitigating Activities | | |
| <p>Staff are encouraged to access physio and counselling through their own GP which removes the financial impact on the Council.</p> <p>There are some parts of the OH service that would need to be retained on a statutory basis.</p> | | |
| Benchmarking/Analysis/Feasibility | | |

R&D 11

Varies by authority.

| Staff Numbers Affected | Posts | FTE |
|------------------------|-------|-----|
| Total Staff Numbers | 0 | 0 |

| Title of Workstream | | Lead Officer | | | | | | | | | | | | |
|--|------------------------------------|-----------------------|------|------------------------------------|---------|-------|---------|-------|---------|-------|---------|-------|-----------------------|--------------|
| Terms and Conditions | | Claire McLaren | | | | | | | | | | | | |
| Profile of Expected Savings : (please enter only additional savings in future years) | | | | | | | | | | | | | | |
| 2022/23 | 2023/24 – 2024/25 | 2025/26 | | | | | | | | | | | | |
| £395K | | | | | | | | | | | | | | |
| Date from which efficiencies are expected: | | 1 April 2022/23 | | | | | | | | | | | | |
| Proposal: | | | | | | | | | | | | | | |
| <u>Mileage, Weekend Enhancements and Pay Protection:</u> | | | | | | | | | | | | | | |
| <p>Mileage:</p> <p>The HBC mileage rate is currently 52.2 pence per mile (ppm). The HMRC agreed rate is 45ppm, equating to a difference of 7.2ppm (14%).</p> <p>Total predicted saving - £20K.</p> <p>Weekend Enhancements</p> <p>Working on a Saturday or Sunday attracts pay paid at time and a half, regardless of how many hours are worked Monday to Friday. For example, if an employee is contracted to work 20 hours over Thursday, Friday and Saturday, the rate will be single time for Thursday and Friday and time and a half for Saturday. Savings could potentially be made by reducing to a single rate at the weekend (a reduction of 1/3). The table below shows the amount paid for the 'top up' enhancements for weekend working over the last 4 years:</p> <table border="1"> <thead> <tr> <th>Year</th> <th>Total cost of Weekend Enhancements</th> </tr> </thead> <tbody> <tr> <td>2020/21</td> <td>£358K</td> </tr> <tr> <td>2019/20</td> <td>£400K</td> </tr> <tr> <td>2018/19</td> <td>£395K</td> </tr> <tr> <td>2017/18</td> <td>£350K</td> </tr> <tr> <td>4 year average</td> <td>£375K</td> </tr> </tbody> </table> <p>Proposal and impact on savings:</p> <p>a) It is proposed to reduce weekend enhancements on contractual hours and casual worker hours from time and a half to plain time only. This would potentially result in savings of up to £375K, based on the 4 year average.</p> <p>Weekend enhancements are subject to normal protection periods covered by the Single Status</p> | | | Year | Total cost of Weekend Enhancements | 2020/21 | £358K | 2019/20 | £400K | 2018/19 | £395K | 2017/18 | £350K | 4 year average | £375K |
| Year | Total cost of Weekend Enhancements | | | | | | | | | | | | | |
| 2020/21 | £358K | | | | | | | | | | | | | |
| 2019/20 | £400K | | | | | | | | | | | | | |
| 2018/19 | £395K | | | | | | | | | | | | | |
| 2017/18 | £350K | | | | | | | | | | | | | |
| 4 year average | £375K | | | | | | | | | | | | | |

Agreement and is currently 3 years.

Changes to Pay Protection Period

Any changes to an employees pay is protected for 3 years within the SSA.

- b) It is proposed to reduce the pay protection from 3 years to 1 year.

Risks/Dependencies and Mitigating Activities

All 3 areas of the proposal will be subject to Trade Union consultation, collective bargaining and negotiation between HBC and the 3 Trade Unions - Unison, GMB and Unite. This may result in a ballot of their members. The negotiations could include the payment of protection / buy out of existing Terms and Conditions, which will need to be funded from one off resources to enable the saving to be realised.

Benchmarking/Analysis/Feasibility

No local authority in the Tees Valley are looking at terms and conditions as part of any savings programme.

Weekend Enhancements:

Darlington and Stockton pay single rate for weekend work. Stockton pay an annual 'unsociability allowance' for qualifying shifts.

Middlesbrough pay single rate for Saturday and have premium rates for Sunday.

| Staff Numbers Affected | Posts | FTE |
|-------------------------------|--------------|------------|
| Total Staff Numbers | 0 | 0 |

ACBS 2

| Title of Workstream | | Lead Officer |
|--|---------------------|--------------------|
| Adult Social Care – Commissioned Services | | Danielle Swainston |
| Profile of Expected Savings : <i>(please enter only additional savings in future years)</i> | | |
| 2022/23 | 2023/24 | 2024/25 |
| £50k | Details Appendix C. | £0 |
| Date from which efficiencies are expected: | | April 2024 |
| Proposal: | | |
| <p>Review of all contracts within Adult Social Care to identify any further efficiencies that can be achieved.</p> <p>Restructure to delete one post.</p> | | |
| Risks/Dependencies and Mitigating Activities | | |
| <p>Reduction in commissioned services could potentially increase pressures on other HBC services or VCS services.</p> | | |
| Benchmarking/Analysis/Feasibility | | |
| <p>Limited scope for further efficiencies due to savings that have been made previously.</p> <p>Any reduction in preventative services could be a false economy.</p> | | |
| Staff Numbers Affected | Posts | FTE |
| Total Staff Numbers | 1 | 1 |

ACBS 2

| | | |
|--|---------|---------|
| Name of Building to be Closed as no longer required for Service Delivery | None | |
| Running Costs (To be Completed by Finance) | N/A | |
| Description of Grant Claw Back / One Off Cost Of Achieving Saving / Invest To Save | | |
| Many commissioned services are fully or part funded from BCF Pooled Budget. | | |
| Value and Phasing of Grant Claw Back / One Off Cost Of Achieving Saving / Invest To Save | | |
| 2022/23 | 2023/24 | 2024/25 |
| N/A | N/A | N/A |

ACBS 3

| Title of Workstream | | Lead Officer |
|---|--------------------|--------------------|
| Adult Social Care – Management Restructure | | John Lovatt |
| Profile of Expected Savings : <i>(please enter only additional savings in future years)</i> | | |
| 2022/23 | 2023/24 | 2024/25 |
| £50k | Details Appendix C | Details Appendix C |
| Date from which efficiencies are expected: | | April 2022 |
| Proposal: | | |
| <p>Review of all management posts within Adult Social Care with the aim of reducing capacity at Team Manager level by merging posts. This will be phased over three years to manage impact and take advantage of any VR requests / retirements to avoid compulsory redundancies as far as possible.</p> | | |
| Risks/Dependencies and Mitigating Activities | | |
| <p>Reduced management capacity will result in increased pressure for staff in Assistant Manager / principal Practitioner roles.</p> <p>Potential impact on performance in terms of waiting lists, waiting times, ability to manage competing pressures etc.</p> | | |
| Benchmarking/Analysis/Feasibility | | |
| To be considered. | | |
| Staff Numbers Affected | Posts | FTE |
| Total Staff Numbers | 3 - 5 | 3 - 5 |

ACBS 3

| | | |
|---|----------------|----------------|
| Name of Building to be Closed as no longer required for Service Delivery | None | |
| Running Costs (To be Completed by Finance) | N/A | |
| Description of Grant Claw Back / One Off Cost Of Achieving Saving / Invest To Save | | |
| N/A | | |
| Value and Phasing of Grant Claw Back / One Off Cost Of Achieving Saving / Invest To Save | | |
| 2022/23 | 2023/24 | 2024/25 |
| N/A | N/A | N/A |

ACBS 4

| Title of Workstream | | Lead Officer |
|---|---------|--------------|
| Salary Abatement | | John Lovatt |
| Profile of Expected Savings : <i>(please enter only additional savings in future years)</i> | | |
| 2022/23 | 2023/24 | 2024/25 |
| £100k | £0 | £0 |
| Date from which efficiencies are expected: | | April 2022 |
| Proposal: | | |
| <p>Increase salary abatement target to contribute to savings target.</p> | | |
| Risks/Dependencies and Mitigating Activities | | |
| <p>Risk of non-achievement as staff progress through development scheme posts.</p> | | |
| Benchmarking/Analysis/Feasibility | | |
| | | |
| Staff Numbers Affected | Posts | FTE |
| Total Staff Numbers | 0 | 0 |

ACBS 4

| | | |
|---|----------------|----------------|
| Name of Building to be Closed as no longer required for Service Delivery | None | |
| Running Costs (To be Completed by Finance) | N/A | |
| Description of Grant Claw Back / One Off Cost Of Achieving Saving / Invest To Save | | |
| | | |
| Value and Phasing of Grant Claw Back / One Off Cost Of Achieving Saving / Invest To Save | | |
| 2022/23 | 2023/24 | 2024/25 |
| N/A | N/A | N/A |

ACBS 5

| Title of Workstream | | Lead Officer |
|--|---------|--------------|
| BCF Contingency | | John Lovatt |
| Profile of Expected Savings : <i>(please enter only additional savings in future years)</i> | | |
| 2022/23 | 2023/24 | 2024/25 |
| £50k | £0 | £0 |
| Date from which efficiencies are expected: | | April 2022 |
| Proposal: | | |
| <p>Release BCF contingency funding to contribute to savings target.</p> | | |
| Risks/Dependencies and Mitigating Activities | | |
| <p>Reduced capacity to address in year pressures associated with BCF.</p> <p>Potential impact on relationships with NHS partners.</p> <p>Increased scrutiny of BCF spend by CCG.</p> | | |
| Benchmarking/Analysis/Feasibility | | |
| | | |
| Staff Numbers Affected | Posts | FTE |
| Total Staff Numbers | 0 | 0 |

ACBS 5

| | | |
|---|----------------|----------------|
| Name of Building to be Closed as no longer required for Service Delivery | None | |
| Running Costs (To be Completed by Finance) | N/A | |
| Description of Grant Claw Back / One Off Cost Of Achieving Saving / Invest To Save | | |
| <p>DFG funding is part of BCF Pooled Budget.</p> | | |
| Value and Phasing of Grant Claw Back / One Off Cost Of Achieving Saving / Invest To Save | | |
| 2022/23 | 2023/24 | 2024/25 |
| N/A | N/A | N/A |

ACBS 6

| Title of Workstream | | Lead Officer |
|--|---------|--------------|
| DFG / Handyperson | | John Lovatt |
| Profile of Expected Savings : <i>(please enter only additional savings in future years)</i> | | |
| 2022/23 | 2023/24 | 2024/25 |
| £25k | £0k | £0k |
| Date from which efficiencies are expected: | | April 2022 |
| Proposal: | | |
| <p>Increase top-slice of DFG funding to contribute to savings target.</p> | | |
| Risks/Dependencies and Mitigating Activities | | |
| <p>Reduced capacity to undertake DFGs.</p> <p>Potential impact on relationships with NHS partners.</p> <p>Need to ensure that top-slice remains reasonable and consistent with neighbouring LAs.</p> | | |
| Benchmarking/Analysis/Feasibility | | |
| <p>Need to review position across the region.</p> | | |
| Staff Numbers Affected | Posts | FTE |
| Total Staff Numbers | 0 | 0 |

ACBS 6

| | | |
|--|---------|---------|
| Name of Building to be Closed as no longer required for Service Delivery | None | |
| Running Costs (To be Completed by Finance) | N/A | |
| Description of Grant Claw Back / One Off Cost Of Achieving Saving / Invest To Save | | |
| DFG funding is part of BCF Pooled Budget. | | |
| Value and Phasing of Grant Claw Back / One Off Cost Of Achieving Saving / Invest To Save | | |
| 2022/23 | 2023/24 | 2024/25 |
| N/A | N/A | N/A |

ACBS 7

| Title of Workstream | | Lead Officer |
|---|---------|--------------|
| Winter Pressures | | John Lovatt |
| Profile of Expected Savings : <i>(please enter only additional savings in future years)</i> | | |
| 2022/23 | 2023/24 | 2024/25 |
| £100k | £0 | £0 |
| Date from which efficiencies are expected: | | April 2022 |
| Proposal: | | |
| <p>Use £100k uncommitted funding for winter pressures to contribute to savings target.</p> | | |
| Risks/Dependencies and Mitigating Activities | | |
| <p>Reduced capacity to respond to winter pressures.</p> <p>Potential impact on relationships with NHS partners if current performance against BCF targets can't be maintained and pressures within the system increase.</p> | | |
| Benchmarking/Analysis/Feasibility | | |
| | | |
| Staff Numbers Affected | Posts | FTE |
| Total Staff Numbers | 0 | 0 |

ACBS 7

| | | |
|--|---------|---------|
| Name of Building to be Closed as no longer required for Service Delivery | None | |
| Running Costs (To be Completed by Finance) | N/A | |
| Description of Grant Claw Back / One Off Cost Of Achieving Saving / Invest To Save | | |
| Winter pressures funding is part of BCF Pooled Budget. | | |
| Value and Phasing of Grant Claw Back / One Off Cost Of Achieving Saving / Invest To Save | | |
| 2022/23 | 2023/24 | 2024/25 |
| N/A | N/A | N/A |

ACBS 9

| Title of Workstream | | Lead Officer |
|--|-----------|--------------|
| Exercise on Referral Service – Hartlepool Exercise for Life Programme | | Gemma Ptak |
| Profile of Expected Savings : <i>(please enter only additional savings in future years)</i> | | |
| 2022/23 | 2023/24 | 2024/25 |
| £60k | £0 | £0 |
| Date from which efficiencies are expected: | | April 2022 |
| Proposal: | | |
| <ul style="list-style-type: none"> • This service provides specialist support for people with long term conditions such as diabetes or heart disease in the form of targeted rehabilitation support following a diagnosis, an adverse health event or hospital admission as well as pre-habilitation prior to planned surgery. • The offer includes gym based exercise, therapeutic back care, cardiac rehabilitation, pulmonary rehabilitation and therapeutic interventions for people with neurological conditions. • The proposal is to cease supporting this service from the General Fund budget by securing alternative funding. | | |
| Risks/Dependencies and Mitigating Activities | | |
| <ul style="list-style-type: none"> • Service delivers good outcomes. • Impact on wellbeing / obesity / health outcomes. | | |
| Benchmarking/Analysis/Feasibility | | |
| | | |
| Staff Numbers Affected | Posts | FTE |
| Total Staff Numbers | 2-3 (TBC) | 2-3 (TBC) |

ACBS 9

| | | |
|---|----------------|----------------|
| Name of Building to be Closed as no longer required for Service Delivery | | |
| Running Costs (To be Completed by Finance) | | |
| Description of Grant Claw Back / One Off Cost Of Achieving Saving / Invest To Save | | |
| | | |
| Value and Phasing of Grant Claw Back / One Off Cost Of Achieving Saving / Invest To Save | | |
| 2022/23 | 2023/24 | 2024/25 |
| ? | ? | ? |

ACBS 12

| Title of Workstream | | Lead Officer |
|--|--------------------|--------------------|
| Restructure of Preventative & Community Based Services | | Gemma Ptak |
| Profile of Expected Savings : <i>(please enter only additional savings in future years)</i> | | |
| 2022/23 | 2023/24 | 2024/25 |
| £167k | Details Appendix C | Details Appendix C |
| Date from which efficiencies are expected: | | April 2022 |
| Proposal: | | |
| <p>Review of all services to identify opportunities for streamlining management arrangements, working in partnership to reduce overheads and becoming increasingly commercial.</p> <p>This will include:</p> <ul style="list-style-type: none"> • Reduction of management costs at Head of Service level. • Reducing capacity within the department to support VCS development, and focusing instead on developing relationships and shared objectives with the sector. • Closure of Carlton (taking into account one off dilapidation costs). • Delivering Adult Education through sub-contracting arrangements and partnership working with partners and the VCS. • Reducing departmental administrative support. | | |
| Risks/Dependencies and Mitigating Activities | | |
| <p>Risks associated with reduced management capacity and ability to maintain service delivery at current standards which will be mitigated through realignment of portfolios and stronger partnership working.</p> | | |
| Benchmarking/Analysis/Feasibility | | |
| <p>Feasible to operate with reduced management capacity and administrative support.</p> <p>VCS support can be delivered effectively through partners and current working arrangements demonstrate a willingness to work together on shared objectives.</p> <p>Other LAs deliver Adult Education through sub-contracting or partnership agreements and there are positive relationships developing between P&CBS and FE providers that would support this</p> | | |
| Staff Numbers Affected | Posts | FTE |
| Total Staff Numbers | 5 – 10 | TBC |

ACBS 12

| | | |
|--|---|---------|
| Name of Building to be Closed as no longer required for Service Delivery | Carlton Adventure (linked to end of lease). | |
| Running Costs (To be Completed by Finance) | | |
| Description of Grant Claw Back / One Off Cost Of Achieving Saving / Invest To Save | | |
| Redundancy costs linked to staff savings. Dilapidation costs associated with Carlton Adventure - £200-300k. | | |
| Value and Phasing of Grant Claw Back / One Off Cost Of Achieving Saving / Invest To Save | | |
| 2022/23 | 2023/24 | 2024/25 |
| | £200-300k | |

CJCS 1

| Title of Workstream | | Lead Officer | | | | | | | | | | |
|--|---|--------------------|---|---|---------------------------------|---|--|--|-------------------------------------|---|--------------|--------------|
| LOCAL WELFARE SUPPORT | | DANIELLE SWAINSTON | | | | | | | | | | |
| Profile of Expected Savings : <i>(please enter only additional savings in future years)</i> | | | | | | | | | | | | |
| 2022/23 | 2023/24 | 2024/25 | | | | | | | | | | |
| £86K | £0 | £0 | | | | | | | | | | |
| Date from which efficiencies are expected: | | 01/04/2022 | | | | | | | | | | |
| Proposal: | | | | | | | | | | | | |
| <p>Reduction in annual allocation to Local Welfare Support Scheme. Budget is currently £206k annually. Currently projecting a £30k underspend in 20/21. Landscape of local welfare support has changed over recent years since this funding was delegated to local authorities. The fund is currently called upon by a small number of people who consistently present for financial assistance and support. LWS was originally intended as a grant to provide emergency support for those in desperate need, however increasingly demand is from those who struggle to manage financially on a week to week basis.</p> <p>Proposal to reduce LWS budget to £120k annually and review and remodel eligibility criteria for LWS.</p> <p>In the year to date the following table shows the number of claimants for LWS. Of these claims, approximately 10% are repeat claimants who present several times for assistance.</p> <table border="1"> <tr> <th>Crisis awards approved – (daily support) – 4,017</th> <th>Non Crisis awards approved - (settling into community) – 2,217</th> </tr> <tr> <td>1,009 gas / electricity top ups</td> <td>931 white goods awards (one or more items) 1,209 furniture awards (one or more items) 56 carpets (one or two rooms or a full house) 21 misc awards (baby items, bedding, clothes, travel etc)</td> </tr> <tr> <td>3,008 shopping vouchers, bags of food, food parcels</td> <td></td> </tr> <tr> <td>Crisis awards declined - 847</td> <td>Non-crisis awards declined - 168</td> </tr> <tr> <td>Total: 4,864</td> <td>Total: 2,385</td> </tr> </table> <p><i>NB – all 'declined' applicants are supported to gain help elsewhere.</i></p> <p>LWS transferred to councils in April 2013 and was initially paid as a separate grant - £180k in 2014/15. The grant was then mainstreamed and rolled into the main revenue grant which has been cut by 36% since 2014/15. As mainstreamed grants will have reduced by the same percentage the current main revenue grant now only includes £115k for LWS. Therefore, this proposals aligns the local budget with the available funding. If this proposal is approved the budget will continue to be updated for inflation from 2023/24.</p> | | | Crisis awards approved – (daily support) – 4,017 | Non Crisis awards approved - (settling into community) – 2,217 | 1,009 gas / electricity top ups | 931 white goods awards (one or more items) 1,209 furniture awards (one or more items) 56 carpets (one or two rooms or a full house) 21 misc awards (baby items, bedding, clothes, travel etc) | 3,008 shopping vouchers, bags of food, food parcels | | Crisis awards declined - 847 | Non-crisis awards declined - 168 | Total: 4,864 | Total: 2,385 |
| Crisis awards approved – (daily support) – 4,017 | Non Crisis awards approved - (settling into community) – 2,217 | | | | | | | | | | | |
| 1,009 gas / electricity top ups | 931 white goods awards (one or more items) 1,209 furniture awards (one or more items) 56 carpets (one or two rooms or a full house) 21 misc awards (baby items, bedding, clothes, travel etc) | | | | | | | | | | | |
| 3,008 shopping vouchers, bags of food, food parcels | | | | | | | | | | | | |
| Crisis awards declined - 847 | Non-crisis awards declined - 168 | | | | | | | | | | | |
| Total: 4,864 | Total: 2,385 | | | | | | | | | | | |

| Risks/Dependencies and Mitigating Activities | | |
|---|---------|---------|
| <p>Risk – Decreases support to those in greatest need at a time of increased poverty and deprivation. Due to impact of COVID on employment, may be more families/individuals in financial difficulty who require emergency financial support and assistance.</p> <p>Dependencies – None</p> | | |
| Benchmarking/Analysis/Feasibility | | |
| <p>Comparative information has been requested from the other TV councils. Middlesbrough has stated they have a budget of £150k, which adjusted for population is twice the value of Hartlepool's budget.</p> | | |
| Staff Numbers Affected | Posts | FTE |
| Total Staff Numbers | 0 | 0 |
| Name of Building to be Closed as no longer required for Service Delivery | N/A | |
| Running Costs (To be Completed by Finance) | N/A | |
| Description of Grant Claw Back / One Off Cost Of Achieving Saving / Invest To Save | | |
| N/A | | |
| Value and Phasing of Grant Claw Back / One Off Cost Of Achieving Saving / Invest To Save | | |
| 2022/23 | 2023/24 | 2024/25 |
| | | |

CJCS 2

| | | | |
|--|----------------|---------------------|------------|
| Title of Workstream | | Lead Officer | |
| Vulnerable Persons Resettlement Grant | | DANIELLE SWAINSTON | |
| Profile of Expected Savings : (please enter only additional savings in future years) | | | |
| 2022/23 | 2023/24 | 2024/25 | |
| £300K | £0 | £0 | |
| Date from which efficiencies are expected: | | 01/04/2022 | |
| Proposal: | | | |
| <p>HBC receives a grant to deliver Vulnerable Person's Resettlement Scheme supporting refugee families who are resettled in Hartlepool. We have taken 10 families per year for the last five years and committed to future participation in scheme. Much of our work to support families is mainstreamed creating a surplus in grant funding. Balance of funding could be used towards budget deficit by introduction of an income line for this work.</p> | | | |
| Risks/Dependencies and Mitigating Activities | | | |
| <p>Low risk as families are fully supported and local arrangements are recognised to work well</p> <p>However, should grant could cease to be provided and income funding would therefore not be received leaving budget gap.</p> | | | |
| Benchmarking/Analysis/Feasibility | | | |
| N/A | | | |
| Staff Numbers Affected | | Posts | FTE |
| Total Staff Numbers | | 0 | 0 |
| Name of Building to be Closed as no longer required for Service Delivery | | N/A | |
| Running Costs (To be Completed by Finance) | | N/A | |

CJCS 2

| Description of Grant Claw Back / One Off Cost Of Achieving Saving / Invest To Save | | |
|--|---------|---------|
| N/A | | |
| Value and Phasing of Grant Claw Back / One Off Cost Of Achieving Saving / Invest To Save | | |
| 2022/23 | 2023/24 | 2024/25 |
| | | |

CJCS 4

| Title of Workstream | | Lead Officer |
|---|---------|--------------------|
| Commissioning and MIT | | Danielle Swainston |
| Profile of Expected Savings : <i>(please enter only additional savings in future years)</i> | | |
| 2022/23 | 2023/24 | 2024/25 |
| £145k | £0 | £0 |
| Date from which efficiencies are expected: | | |
| Proposal: | | |
| <p>Review all contracts to identify any areas where alternative delivery model could realise savings (not quantified as yet and would be 23/24 at earliest).</p> <p>Cease contracts that deliver a low level support service to children and young people, mentoring contract (£60k) and Mindfulness (£45k)</p> <p>Review MIT/performance management capacity with the rollout of PowerBI and look at roles across all of CJCS department to create efficiency of one post (£40k)</p> | | |
| Risks/Dependencies and Mitigating Activities | | |
| Further reducing the range of preventative services that support children and families with low level needs. Unmet low level need could lead to demand for more expensive services such as social care. | | |
| Benchmarking/Analysis/Feasibility | | |
| Not applicable | | |
| Staff Numbers Affected | Posts | FTE |
| Total Staff Numbers | | 1 |
| Name of Building to be Closed as no longer required for Service Delivery | N/A | |
| Running Costs (To be Completed by Finance) | | |
| Description of Grant Claw Back / One Off Cost Of Achieving Saving / Invest To Save | | |

CJCS 4

N/A

Value and Phasing of Grant Claw Back / One Off Cost Of Achieving Saving / Invest To Save

2022/23

2023/24

2024/25

CJCS 5

| Title of Workstream | | Lead Officer |
|--|---------|------------------|
| Education Restructure | | Amanda Whitehead |
| Profile of Expected Savings : <i>(please enter only additional savings in future years)</i> | | |
| 2022/23 | 2023/24 | 2024/25 |
| £100k | £0 | £0 |
| Date from which efficiencies are expected: | | April 2022 |
| Proposal: | | |
| <p>Review and restructure the HBC School Improvement team in response to the changes in the education landscape and increasing number of academies in Hartlepool. The role of the local authority has changed significantly and traditional roles and approaches are no longer required.</p> <p>Service restructure would focus on strengthening the role of the LA to fulfil statutory functions and deliver a future ready team that will provide schools with what they need in the future.</p> | | |
| Risks/Dependencies and Mitigating Activities | | |
| <p>Redundancy costs Would require re-evaluation of some roles due to roles being deleted/merged/created.</p> <p>Risks Removing school improvement capacity significantly may increase number of schools converting to academies and some loss of confidence in LA support. However, there is a need for the LA to be more effective than currently within the existing structure. Would need sufficient capacity to continue to fulfil LEA statutory functions. Additional responsibility will fall to AD to support schools that are failing. Need to clarify how roles within the education team are funded RSG versus DSG.</p> | | |
| Benchmarking/Analysis/Feasibility | | |
| Can look at education teams in other LAs for possible models and JDs. | | |
| Staff Numbers Affected | Posts | FTE |

CJCS 5

| | | |
|--|---------|---------|
| Total Staff Numbers | 5 | 5 |
| Name of Building to be Closed as no longer required for Service Delivery | N/A | |
| Running Costs (To be Completed by Finance) | | |
| Description of Grant Claw Back / One Off Cost Of Achieving Saving / Invest To Save | | |
| N/A | | |
| Value and Phasing of Grant Claw Back / One Off Cost Of Achieving Saving / Invest To Save | | |
| 2022/23 | 2023/24 | 2024/25 |
| | | |

CJCS 6

| | | |
|---|----------------|---------------------|
| Title of Workstream | | Lead Officer |
| YOS/Youth Service/One Stop Shop | | Jane Young |
| Profile of Expected Savings : (please enter only additional savings in future years) | | |
| 2022/23 | 2023/24 | 2024/25 |
| £50k | £0 | £0 |
| Date from which efficiencies are expected: | | April 2022 |
| Proposal: | | |
| <p>There are some efficiencies that can be achieved by greater integration of the YOS and One Stop Shop by reviewing working practices and merging some aspects of ancillary support to both teams.</p> | | |
| Risks/Dependencies and Mitigating Activities | | |
| Need to ensure that any changes are in keeping with YOS and YJB requirements | | |
| Benchmarking/Analysis/Feasibility | | |
| Not applicable | | |
| Staff Numbers Affected | Posts | FTE |
| Total Staff Numbers | | 1 - 1.5 |

| | |
|---|-----|
| Name of Building to be Closed as no longer required for Service Delivery | N/A |
| Running Costs (To be Completed by Finance) | |
| Description of Grant Claw Back / One Off Cost Of Achieving Saving / Invest To Save | |

CJCS 6

N/A

Value and Phasing of Grant Claw Back / One Off Cost Of Achieving Saving / Invest To Save

2022/23

2023/24

2024/25

NRS 1 and 2 (combined)

| Title of Workstream | | Lead Officer | | | | | | | | | | | | | | | | |
|---|--------------|----------------|----------------|--------------|----------------|----------------|-------------|--------|--------|--------|---------|-------|--------|-------|------------|------|--------|-------|
| Parking Charges all year Seaton Carew & increase parking charges | | Sylvia Pinkney | | | | | | | | | | | | | | | | |
| Profile of Expected Savings : <i>(please enter only additional savings in future years)</i> | | | | | | | | | | | | | | | | | | |
| 2022/23 | 2023/24 | 2024/25 | | | | | | | | | | | | | | | | |
| £75,000 | - | - | | | | | | | | | | | | | | | | |
| Date from which efficiencies are expected: | | April 2022 | | | | | | | | | | | | | | | | |
| Proposal: | | | | | | | | | | | | | | | | | | |
| <p>1.To introduce car park charges all year for Seaton Carew.</p> <p>The current charging at Seaton Carew runs from 1st April to 31st October. The proposal would be to introduce charges all year.</p> <p>Our income for October 2020 was £21,400 to be realistic we would suggest an income of £10,000 a month which would generate £50,000 additional income.</p> <p>2. To increase the parking charges for car parking at Seaton Carew.</p> <p>The proposal is to increase the pay and display car parking charges for both on and off street parking</p> <p>The current tariff charges are:</p> <p>up to 2 hours = £1, 2-4 hours = £1.50, 4 hours plus= £2.</p> <p>I have based the calculations on a proposed 50p rise to each band which would then equate to</p> <p>Up to 2 hours = £1.50 (50% increase), 2-4 hours= £2 (33.3% increase), 4 hours plus = £2.5 (25% increase)</p> <p>The additional income has been estimated on 2019 parking income as 2020 had periods when no charging was in place.</p> <table border="1"> <thead> <tr> <th></th> <th>Transactions</th> <th>current income</th> <th>Revised income</th> </tr> </thead> <tbody> <tr> <td>up to 2 hrs</td> <td>40,785</td> <td>40,785</td> <td>61,177</td> </tr> <tr> <td>2-4 hrs</td> <td>12992</td> <td>19,488</td> <td>25984</td> </tr> <tr> <td>over 4 hrs</td> <td>8802</td> <td>17,604</td> <td>22005</td> </tr> </tbody> </table> | | | | Transactions | current income | Revised income | up to 2 hrs | 40,785 | 40,785 | 61,177 | 2-4 hrs | 12992 | 19,488 | 25984 | over 4 hrs | 8802 | 17,604 | 22005 |
| | Transactions | current income | Revised income | | | | | | | | | | | | | | | |
| up to 2 hrs | 40,785 | 40,785 | 61,177 | | | | | | | | | | | | | | | |
| 2-4 hrs | 12992 | 19,488 | 25984 | | | | | | | | | | | | | | | |
| over 4 hrs | 8802 | 17,604 | 22005 | | | | | | | | | | | | | | | |

NRS 1 and 2 (combined)

62,579

77,877

109,166

Total additional income £31,289

However we cannot guarantee this income and any increase will affect the numbers parking. The introduction of these increases may also impact on the other savings proposed in relation to car parking involving Seaton Carew.

I would therefore propose a saving of £25,000 is the maximum amount put forward for 2022/23 and this can be re-evaluated for future years once we have been able to determine the impact of all changes.

At the Neighbourhood Services Committee meeting of 19th October 2021 members recommended an amendment to increase the charges for over 4hrs to £4.00.

This increase would generate additional income over that proposed above of £ 13,000

This would give a possible income figure of £44,500. However we cannot guarantee this income and any increase will affect the numbers parking.

Therefore a proposed saving of £35,000 is the maximum amount put forward for 2022/23 and this can be re-evaluated for future years once we have been able to determine the impact of all changes.

For information

An increase of over 4 Hrs parking to £3.00 would give an additional £4401

An increase of over 4 Hrs parking to £3.50 would give an additional £8802

Risks/Dependencies and Mitigating Activities

Adverse publicity may be received from some businesses through the introduction of additional charges

Additional staff would be required in Seaton Carew from November through to March to enforce the changes.

Benchmarking/Analysis/Feasibility

When comparing against other coastal towns in the North East, all appear to charge for the full year, whereas our charges are only implemented from 1st April to 31st October.

The car parking machines would need to be amended, as would the signage, however increasing the costs is a relatively straight forward exercise

As we increase our income from car parks we will also increase the business rates we will

NRS 1 and 2 (combined)

be charged on them. Unable to calculate increased charge.

| Staff Numbers Affected | Posts | FTE |
|---|----------------|---------|
| Total Staff Numbers | 0 | 0 |
| Name of Building to be Closed as no longer required for Service Delivery | Not Applicable | |
| Running Costs (To be Completed by Finance) | | |
| Description of Grant Claw Back / One Off Cost Of Achieving Saving / Invest To Save | | |
| TBC as changes will be required to the existing car parking machines and signs to enable the tariffs to be appropriately updated. | | |
| Value and Phasing of Grant Claw Back / One Off Cost Of Achieving Saving / Invest To Save | | |
| 2022/23 | 2023/24 | 2024/25 |
| TBC as changes to signs and machines will be needed | None | None |

NRS 3

| Title of Workstream | | Lead Officer | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
|--|----------------|----------------------------|--------|----------------|--------|------|--------|-----------|------|-----------|--------|------|------|-----------|--------|---------|-----|-----------|-------|-------------|----|----|-------|-----|-----|----|-------|------|-----|----|-------|---------------------------|----|-----|-------|--------|----|----|-----|-------|------|--|--------|
| Residents Parking Charges | | Sylvia Pinkney | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Profile of Expected Savings : (please enter only additional savings in future years) | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 2022/23 | 2023/24 | 2024/25 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| £25,000 | £0 | £0 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Date from which efficiencies are expected: | | 1 st April 2022 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Proposal: | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| <p>To increase the charge for residents parking permits.</p> <p>We currently have residents parking schemes covering a number of zones and a variety of permits are issued:</p> <table border="1"> <thead> <tr> <th>Type of permit</th> <th>Number</th> <th>Cost</th> <th>Income</th> </tr> </thead> <tbody> <tr> <td>Residents</td> <td>1317</td> <td>See below</td> <td>10,595</td> </tr> <tr> <td>Open</td> <td>1165</td> <td>See below</td> <td>11,180</td> </tr> <tr> <td>Visitor</td> <td>146</td> <td>See below</td> <td>1,795</td> </tr> <tr> <td>Concessions</td> <td>70</td> <td>20</td> <td>1,400</td> </tr> <tr> <td>HBC</td> <td>328</td> <td>20</td> <td>6,560</td> </tr> <tr> <td>Care</td> <td>168</td> <td>20</td> <td>3,360</td> </tr> <tr> <td>Business Residential Zone</td> <td>18</td> <td>350</td> <td>6,300</td> </tr> <tr> <td>Waiver</td> <td>17</td> <td>10</td> <td>170</td> </tr> <tr> <td>Total</td> <td>3194</td> <td></td> <td>41,360</td> </tr> </tbody> </table> <p>Residents Charging:</p> <p>First permit £5.00</p> <p>Second Permit £10.00</p> <p>Third Permit £20.00</p> <p>Additional permits £30.00</p> <p>The cost of our residents parking permits starts at £5.00 this is very low compared with permits in Darlington and Durham starting at £40.00 and Durham charging £60 for any additional permits.</p> <p>Newcastle & Gateshead charge £25 for first permit and £50 or £75 for additional ones.</p> <p>Whilst most of our permits are virtual, open permits remain a physical permit which needs to be printed and sent out incurring additional cost.</p> | | | | Type of permit | Number | Cost | Income | Residents | 1317 | See below | 10,595 | Open | 1165 | See below | 11,180 | Visitor | 146 | See below | 1,795 | Concessions | 70 | 20 | 1,400 | HBC | 328 | 20 | 6,560 | Care | 168 | 20 | 3,360 | Business Residential Zone | 18 | 350 | 6,300 | Waiver | 17 | 10 | 170 | Total | 3194 | | 41,360 |
| Type of permit | Number | Cost | Income | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Residents | 1317 | See below | 10,595 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Open | 1165 | See below | 11,180 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Visitor | 146 | See below | 1,795 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Concessions | 70 | 20 | 1,400 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| HBC | 328 | 20 | 6,560 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Care | 168 | 20 | 3,360 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Business Residential Zone | 18 | 350 | 6,300 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Waiver | 17 | 10 | 170 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Total | 3194 | | 41,360 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |

NRS 3

Options

Please note that in all the options we have not proposed to increase the cost of business within residential zone.

1. Increase the cost of all permits by £5.00
This will generate in the region of £15,970
2. Increase open permits by £10.00 and other permits by £5.00
This will generate in the region of £21,795
3. Increase all types of residents (inc open & visitor) permits by £5.00 and all others by £10.0
This will generate in the region of £18,890
4. Charge £40 for all permits (except waivers)
This will generate in region of £92,870

Option Proposed

5. Charge £25 for all permits (except waivers)
This will generate in region of £44,960

Whilst additional income on current number of permits would be £44,960. The price increase would no doubt result in an overall reduction in the number of permits the saving indicated would allow for a 20% reduction in residents permits.

Neighbourhood Services Committee meeting on 19th October recommended the following proposal.

Residents Charging:

| | |
|--------------------|--------|
| First permit | £15.00 |
| Second Permit | £25.00 |
| Additional permits | £40.00 |

This proposal reduces the additional income raised to £33,895 based on the current permits issued.

The price increase would no doubt result in an overall reduction in the number of permits issued therefore the proposed income target has been reduces to £25,000.

NRS 3

| Risks/Dependencies and Mitigating Activities | | | | |
|--|----------------|---------|--|--|
| Adverse publicity from residents | | | | |
| Benchmarking/Analysis/Feasibility | | | | |
| <p>Any increase of the cost of a permit may bring about a reduction in the number of applications.</p> <p>Our permit charges are comparably low against other local authority areas as described above</p> | | | | |
| Staff Numbers Affected | Posts | FTE | | |
| Total Staff Numbers | 0 | 0 | | |
| Name of Building to be Closed as no longer required for Service Delivery | Not Applicable | | | |
| Running Costs (To be Completed by Finance) | | | | |
| Description of Grant Claw Back / One Off Cost Of Achieving Saving / Invest To Save | | | | |
| There is no grant claw back there may be additional costs around updating permit smarti to implement this proposal that need to be considered. | | | | |
| Value and Phasing of Grant Claw Back / One Off Cost Of Achieving Saving / Invest To Save | | | | |
| 2022/23 | 2023/24 | 2024/25 | | |
| None | None | None | | |

NRS 4

| Title of Workstream | | Lead Officer |
|---|--------------------|--|
| School Crossing Patrols | | Kieran Bostock / Peter Frost |
| Profile of Expected Savings : <i>(please enter only additional savings in future years)</i> | | |
| 2022/2023 | 2023/2024 | 2024/2025 |
| Retain some SCP's for high risk sites – £32,000 | Details Appendix C | |
| Date from which efficiencies are expected: | | September 2022 if decision taken before March 2022 |
| Proposal: | | |
| <p>The management of the School Crossing Patrol Service comes under the Council's Highway department.</p> <p>SCPs are recognised in the UK by the School Crossing Patrol Act 1953. This allowed local authorities to provide School Crossing Patrols to assist children to cross roads on their way to and from school. Previously police authorities and traffic wardens were responsible for this service.</p> <p>However this is not a statutory duty and remains a permissive function.</p> <p>Also attached is a list of the 28 sites that we currently operate and we have gone through and commented on which ones we think could be discontinued. It's important to note that this is a difficult exercise as every site has merit in providing road safety however we believe that there are 9 sites we could potentially lose.</p> <p>Therefore this would reduce the budget from £155,000 for the 28 sites to £107,000 for the 19 sites, generating a saving of £48,000.</p> <p>However I have included the previously discussed and discounted options below for information.</p> <p>Putting some figures to the service and basing it on 2020/21 staff costs looks to be in the region of £140,000 assuming we run the 28 current 'live' sites. This also includes other costs such as equipment, phone charges, DBS checks, physio charges, etc. Including the supervisor role this then becomes nearly £150,000.</p> <p>There are some sites that are not attributed to a school but score highly on our priority matrix and as such we would still look to provide this service.</p> <p>The proposal for this saving is to stop offering a School Crossing Patrols at academy sites and instead offer a buy back service thus reducing the School Crossing Patrol service costs and generating an income which could achieve £100,000, however a second option would be to remove the provision of all school crossing patrols, which would generate savings of £150,000.</p> | | |
| Risks/Dependencies and Mitigating Activities | | |

NRS 4

- Lack of buy back from schools who see it as a Council function to provide the service;
- There will be political interest in reducing and/or removing school crossing patrols, which could also lead to media interest;
- There is a possibility that there removal could lead to increase in Road Traffic Incidents; and
- There may be TUPE implications if some schools wish to maintain the service and operate themselves.

Benchmarking/Analysis/Feasibility

Benchmarking information

All Tees Valley Councils still operate this service, however Redcar now charge schools for the service, while the others have all considered introducing and/or removing as part of budget savings proposals, but as yet none have been accepted.

Across the wider North East, most Council's still operate this service for schools, however Newcastle City Council have reviewed their service as part of their budget savings programme and now only provide School Crossing Patrols to two sites as these are classified as high risk sites requiring both formal crossing facilities and a School Crossing Patrol Officer, while others are looking to adopt a similar approach.

Feasibility

This proposal can be introduced, however it is likely to generate political and media interest, regardless of which option is progressed.

| Staff Numbers Affected | Posts | FTE |
|--|----------------|---------|
| Total Staff Numbers | 9 | TBC |
| Name of Building to be Closed as no longer required for Service Delivery | Not Applicable | |
| Running Costs (To be Completed by Finance) | | |
| Description of Grant Claw Back / One Off Cost Of Achieving Saving / Invest To Save | | |
| There are no grant implications associated with this proposal, however any redundancy costs would need to be explored further for this proposed saving | | |
| Value and Phasing of Grant Claw Back / One Off Cost Of Achieving Saving / Invest To Save | | |
| 2022/23 | 2023/24 | 2024/25 |
| TBC if there are possible redundancy costs | None | None |

NRS 6

| Title of Workstream | | Lead Officer |
|---|---------|----------------------------|
| Security Contract | | Jeff Mason |
| Profile of Expected Savings : <i>(please enter only additional savings in future years)</i> | | |
| 2022/23 | 2023/24 | 2024/25 |
| £12,000 | £0 | £0 |
| Date from which efficiencies are expected: | | 1 st April 2022 |
| Proposal: | | |
| <p>A £12,000 saving in the Security budget for deterrent guarding can be achieved.</p> <p>Deterrent guarding has been reduced in the current contract. This is an all-encompassing term to describe actions taken to deter and prevent incidents of criminal damage, arson, anti-social behaviour, vandalism etc against Council assets. The main deterrent guarding service is the locking and unlocking of some Council amenities such as parks, cemeteries, car parks etc. This may be supplemented with action such as extra visible patrols in an area.</p> <p>Previously, HBC was paying for a mobile security guard to be on active patrol Monday-Friday 4.30pm-11.30 & 6am-9am as well as 24 hours cover each day on weekends and bank holidays. Locking up and unlocking took place within these time periods.</p> <p>This arrangement has been reviewed. It was felt that the historic blanket 24 hour provision on weekends and bank holidays was vague in nature and did not clearly demonstrate value for money to the Council. For example, it could in no way be evidenced that a security guard was working 'round the clock' on weekends exclusively on behalf of the Council, protecting its assets and acting as a deterrent. Even if this was the case, routine mobile patrols around the town were not felt to be effective nor indeed necessary for much of the weekend.</p> <p>The core contract was therefore revised to allow a maximum of 8 hours each day for the daily locking/unlocking of facilities irrespective of whether it is a weekday, weekend or bank holiday. Exact times are flexible depending on season. During this 8 hour period, the contractor will also respond to alarm calls and attend any other incidents that arise.</p> <p>A security presence is still available as and when required outside of these 8 hours per day of patrol time. This is however now carried out on a responsive basis and paid per job carried out as 'additional work'. A budget is also held for pre-planned targeted measures such as deploying short term extra patrols at a particular site where vandalism or anti-social behaviour is being experienced or where other enhanced security measures would be beneficial. As a result of these changes an overall budget saving can be made.</p> | | |

NRS 6

| Risks/Dependencies and Mitigating Activities | | |
|--|-------|-----|
| <p>The removal of the blanket weekend cover has been in operation since April 2020. There was a perceived small risk that the security contractor may not be able to respond to some incidents on weekends as quickly as previously when outside of the 8 hour core active patrol. This is not the case and all target response times are being met.</p> | | |
| Benchmarking/Analysis/Feasibility | | |
| <p>The security contract is a bespoke arrangement to Hartlepool and is difficult to compare with other authorities.</p> <p>The 2018 review of Security which was considered at Finance & Policy Committee on 18th June 2018 showed that it would be significantly more expensive to bring the service in house.</p> <p>Following a tender process, a new contract was let in April 2021 and the level of savings offered up in this exercise are sustainable.</p> | | |
| Staff Numbers Affected | Posts | FTE |
| Total Staff Numbers | 0 | 0 |

NRS 7

| Title of Workstream | | Lead Officer |
|---|--------------------|----------------------------|
| Staff and Member Car Parking | | Sylvia Pinkney |
| Profile of Expected Savings : <i>(please enter only additional savings in future years)</i> | | |
| 2022/23 | 2023/24 | 2024/25 |
| £4,000 | Details Appendix C | |
| Date from which efficiencies are expected: | | 1 st April 2022 |
| Proposal: | | |
| <p>To increase staff and Member car parking charges. It is a number of years since the current staff parking charging structure was reviewed.</p> <p>The current parking charges are: Band 1-9 = £8.50 per month £102 PA Band 10-11 = £9.50 £114 Band 12-15 = £14.00 £168 Band 16 + = £19.50 £234</p> <p>Also there is a £10 per month additional supplementary charge for those who park in the Civic underground.</p> <p>The price to the public for a car parking bay is £350 or £225 and we have a number of staff who pay for these bays as they have not been able to secure a place in a staff car park, so staff in our car parks are being subsidised.</p> <p>The amount raised obviously varies dependent upon the grade of the member of staff occupying the space. Current income: The additional £120 pa for the underground generates £8,800 The current charging structure generates in the region of £39,036 Total income £47,916</p> <p>Based on these figures an increase in the basic charge using the current structure would generate the following increases in income, and we would propose to increase the costs by 10% in 22/23 which would generate £3,903, and then increase again by a further 10% in 23/24, generating an additional £3,903 again.</p> <p>The demand for staff car parking is likely to change as we recover from the pandemic and introduce a hybrid working model.</p> <p>We are looking at more flexible use of the spaces and use permit smarti so that the person renting the space can allocate the space to another vehicle when they are not using it thus allowing staff to share their space with a colleague if they wish.</p> | | |

NRS 7

| | | |
|--|----------------|----------------|
| <p>There may be a reduction in demand as more staff work from home.</p> <p>There are some more radical options which we could consider at such as having a flat rate of £225 per vehicle with chief officer grades paying a higher rate of £300 this would generate an additional £17,138 and would bring staff more in line with the rates charged to the public.</p> <p>At this time only those based in buildings in the town centre pay for parking in staff car parks and it could be considered whether we should explore charging for staff at other buildings such as CETL, CIL, the Depot, etc.</p> | | |
| Risks/Dependencies and Mitigating Activities | | |
| <p>Adverse reaction from staff, however it is likely to generate support from the public if our charges are reflective of what they pay for a parking permit.</p> <p>There are currently 243 staff who benefit from a parking permit and it is possible that some may involve the Unions with any proposed changes to the charging structure.</p> | | |
| Benchmarking/Analysis/Feasibility | | |
| <p>The charging structure has not been reviewed for a number of years, while most local authorities now charge their staff for parking Any increase and any proposed option could be considered and phased in.</p> | | |
| Staff Numbers Affected | Posts | FTE |
| Total Staff Numbers | 0 | 0 |
| Name of Building to be Closed as no longer required for Service Delivery | Not Applicable | |
| Running Costs (To be Completed by Finance) | | |
| Description of Grant Claw Back / One Off Cost Of Achieving Saving / Invest To Save | | |
| <p>There is no grant claw back or additional costs to implement this proposal that need to be considered.</p> | | |
| Value and Phasing of Grant Claw Back / One Off Cost Of Achieving Saving / Invest To Save | | |
| 2022/23 | 2023/24 | 2024/25 |
| None | None | None |

NRS 8

| Title of Workstream | | Lead Officer |
|--|--------------------|----------------|
| Blue badge car parking | | Sylvia Pinkney |
| Profile of Expected Savings : <i>(please enter only additional savings in future years)</i> | | |
| 2022/23 | 2023/24 | 2024/25 |
| £20,000 | Details Appendix C | £0 |
| Date from which efficiencies are expected: | | April 2022 |
| Proposal: | | |
| <p>This proposal is to charge blue badge holders for parking.</p> <p>We currently have 6,241 blue badge holders in Hartlepool.</p> <p>A number of other local authorities already charge blue badge holders to park in their car parks.</p> <p>The estimated figure for the proposed income generation is based on a total spend of £13 a year by each blue badge holder.</p> <p>However it is estimated this could generate £70,000 additional parking income.</p> <p>Since we currently have 3 hours free parking in the town centre as part of the TVCA scheme, we are proposing that in the first year we would only be able to generate income from car parks outside the town centre and have therefore only estimated £20,000 with the remaining income being generated in 23/24, and these figures are predicated on the charges being reintroduced following the end of the TVCA grant, along with the Seaton charges agreed to be brought in all year round too.</p> | | |
| Risks/Dependencies and Mitigating Activities | | |
| <p>Adverse publicity from blue badge holders which could be picked up by the media.</p> <p>If we were to introduce this change, now would be the most appropriate time as we currently have 3 hours free so most people won't be affected until 2023.</p> <p>We could look at increasing the number of blue badge spaces in some of our car parks.</p> <p>However it is possible that the charges may push some people into parking on single and double yellow lines.</p> | | |
| Benchmarking/Analysis/Feasibility | | |
| <p>A number of other authorities already charge for blue badge parking.</p> <p>The car parking machines would need to be amended, as would the signage, however increasing the costs is a relatively straight forward exercise.</p> | | |

NRS 8

| | | |
|---|----------------|----------------|
| | | |
| Staff Numbers Affected | Posts | FTE |
| Total Staff Numbers | 0 | 0 |
| Name of Building to be Closed as no longer required for Service Delivery | Not Applicable | |
| Running Costs (To be Completed by Finance) | | |
| Description of Grant Claw Back / One Off Cost Of Achieving Saving / Invest To Save | | |
| TBC as changes will be required to the existing car parking machines and signs to enable the tariffs to be appropriately updated. | | |
| Value and Phasing of Grant Claw Back / One Off Cost Of Achieving Saving / Invest To Save | | |
| 2022/23 | 2023/24 | 2024/25 |
| TBC as changes to signs and machines will be needed | None | None |

| Title of Workstream | | Lead Officer |
|---|--------------------|--------------|
| Post 16 SEND Transport | | Chris Little |
| Profile of Expected Savings : <i>(please enter only additional savings in future years)</i> | | |
| 2022/23 | 23/24 | 24/25 |
| £73k | Details Appendix C | |
| Date from which efficiencies are expected: | | July 2022. |
| Proposal: Post 16 Special Education Needs Transport | | |
| <p>At present we provide free home to school transport to SEND students who are 16 – 19 years old. This is to a range of venues both within the Borough and to venues across the Tees Valley.</p> <p>Although young people with an Education, Health and Care Plan, (EHCP) will have an institution named in their plan, there is no entitlement to transport to and from this named provider and transport should only be named in an EHCP in exceptional circumstances. This is therefore not a statutory duty and the legislation also gives Local Authorities the flexibility to contribute or charge for any such provision.</p> <p>In 20/21 provision of transport for students between the ages of 16 – 19 has cost the Authority £110,000</p> <p>A number of Authorities have already reviewed this provision;</p> <ul style="list-style-type: none"> • some have levied a charge for the provision • some have provided students with a Personal Travel Allowance towards their own transport • some have withdrawn the provision all together <p>The saving could be implemented in a number of ways which impact on the profile i.e.</p> <ul style="list-style-type: none"> • Full cessation for all students from a specified date e.g. academic year or financial year • Cessation of transport for new starters. Note that some 'adult learning' courses can be up to 5 years duration. Therefore consideration would need to be given to the phasing of any saving e.g. 33% a year based on the assumption that this is the average taking into account: <ul style="list-style-type: none"> - Most courses are 3 year - Some adult learning courses can be up to 5 years duration, but students can change education establishment during the time of their course or invariably some will withdraw. <p>Now our SEND Team are only referring students for travel assistance were it is absolutely necessary, so we should see a natural reduction in the number of referrals</p> | | |
| Risks/Dependencies and Mitigating Activities | | |
| Where some Authorities have charged for the provision they have encountered problems with | | |

NRS 9

parents keeping up the payments. In some cases this has meant that transport has had to be withdrawn part way through a course or recovery action has been taken against a family who have not paid for transport that has been provided

Leeds Council had looked to introduce a Personal Travel Allowance – however this is currently paused following challenge from an activist group. Leeds had carried out a robust two year consultation and having spoken to them recently, they have indicated that it is highly likely that they will not be proceeding with the introduction of the PTA.

Benchmarking/Analysis/Feasibility

Darlington BC – Provide Transport based on the provision for statutory age children

Stockton BC - Provide Transport based on the provision for statutory age children

Newcastle – Provide a Public Transport bus pass or offer a Persons Travel Payment. Support is only provided to establishments in the Newcastle area

North Tyneside - Provide Transport based on the provision for statutory age children

On the whole, we are probably doing the similar to Darlington and Stockton as most of the students do attend Colleges that are more than three miles away from their home. However we do have some students attending Catcote Academy and Catcote Futures who have probably accessed transport historically. We are working with Cacote to provide some students with Independent Travel Training, so again, this will help to reduce the numbers accessing Post 16 provision

| Staff Numbers Affected | Posts | FTE |
|--|----------------|---------|
| Total Staff Numbers | 1 | 0.34 |
| Name of Building to be Closed as no longer required for Service Delivery | Not Applicable | |
| Running Costs (To be Completed by Finance) | | |
| Description of Grant Claw Back / One Off Cost Of Achieving Saving / Invest To Save | | |
| There are no grant implications associated with this proposal | | |
| Value and Phasing of Grant Claw Back / One Off Cost Of Achieving Saving / Invest To Save | | |
| 2022/23 | 2023/24 | 2024/25 |
| None | None | None |

NRS 10

| | | |
|---|------------------|-----------------------|
| Title of Workstream | | Lead Officer |
| Concessionary Fares | | Kieran Bostock |
| Profile of Expected Savings : (please enter only additional savings in future years) | | |
| 2022/2023 | 2023/2024 | 2024/2025 |
| £100,000 | £0 | £0 |
| Date from which efficiencies are expected: | | April 2022 |
| Proposal: | | |
| <p>The TVCA currently manage the concessionary fares on behalf of all Tees Valley Councils as the passenger transport authority for the region. They have recently renegotiated the amount that Councils pay to bus operators, and consequently that figure has fallen by £100,000 for Hartlepool. However due to the pandemic, it is unknown what the longer term impact of bus travel may be and it is possible that the figure may rise once more, but if the figure is to remain at its current level, then £100,000 could be provided as a saving.</p> | | |
| Risks/Dependencies and Mitigating Activities | | |
| <p>While there is a saving available at the moment the uncertainty with regards to passenger transport due to Covid could have an adverse impact on bus operators, therefore they may see to recover additional funding to help support them.</p> <p>Therefore if the £100,000 is taken, it must be accepted that if the costs subsequently rise, then this would need to become a corporate issue and not one for the department as an in year pressure.</p> | | |
| Benchmarking/Analysis/Feasibility | | |
| <p>The amount each Council pays varies and while Hartlepool's figure has reduced, other Councils have seen their figure increase.</p> <p>The feasibility of introducing this proposal is relatively straight forward and can be implemented with ease.</p> | | |
| Staff Numbers Affected | Posts | FTE |
| Total Staff Numbers | 0 | 0 |
| Name of Building to be Closed as no longer required for Service Delivery | Not Applicable | |
| Running Costs (To be Completed by Finance) | | |
| Description of Grant Claw Back / One Off Cost Of Achieving Saving / Invest To Save | | |

NRS 10

There are no grant implications associated with this proposal

Value and Phasing of Grant Claw Back / One Off Cost Of Achieving Saving / Invest To Save

| 2022/23 | 2023/24 | 2024/25 |
|---------|---------|---------|
| None | None | None |

Equality and Child and Family Poverty Impact Assessment of Budget Saving Proposals

B – Savings proposals 2022/23 (open)

| Ref. | Savings Proposal | Impact Assessment |
|-------|----------------------|--|
| R&D11 | Wellbeing Services | <p>Analysis of the employees that have accessed wellbeing services in the last few years shows that there is no disproportionate impact on gender, age or disability as the proportion of service users for each characteristic reflect the wider workforce. Although more female staff use the service than male staff this is consistent with the fact that over 70% of our workforce are female.</p> <p>No other equalities data is collected on employees accessing this service therefore it is not possible to identify if any other protected characteristics will be disproportionately affected.</p> <p>Mitigation would include directing employees to their own GPs for referrals to physiotherapy and counselling via the NHS.</p> |
| R&D14 | Terms and Conditions | <p>Analysis of the employees that will be affected by the proposed changes to T&C's shows that the following employees are disproportionately affected by the proposal:</p> <ul style="list-style-type: none"> • Male employees • Employees under 35 years old • Employees in Band 6 and below <p>When considering the roles affected by these proposals it can be seen that the employees affected tend to work part time and often have multiple roles. The proposal may therefore have a negative impact on child and family poverty. However, a protection period will be in place for all employees affected by this proposal (currently under negotiation with Trade Unions).</p> |

| Ref. | Savings Proposal | Impact Assessment |
|-------|--|--|
| ACBS2 | Adult Social care - Commissioned Services | <p>Adult Social Care commissioned services provide support to older adults and adults of all ages with disabilities therefore the reduction in funding will have an impact on individuals from these protected characteristics.</p> <p>The saving identified for the first year of the proposal will not impact on the services delivered to these adults. However, it is not yet confirmed which contracts the saving identified for the second year will come from and so at the moment the actual level of impact on these adults is uncertain.</p> <p>The decision on the specific contracts that will be affected by this saving will be brought to a future Adult and Community Based Services Committee and this will detail the impact of those changes on those with protected characteristics.</p> |
| ACBS3 | Adult Social care - Management Restructure | As this proposal relates to Adult Social Care there is potential that it will impact on older adults or those with disabilities. However, work will be undertaken to minimise the impact on frontline service delivery and to secure services for those who are the most vulnerable within those protected characteristics. |
| ACBS6 | DFG / Handy Person | This service is available to older people and those with disabilities to help them to continue to live at home. Support is provided to those with low incomes and limited savings. Due to the increasing complexity of the managerial caseload more funding is required in the back office side of the DFG programme to ensure requests are responded to and contractors and projects are managed effectively. This proposal should not negatively impact on the level of service delivered to individuals. |
| ACBS7 | Winter Pressures | This proposal will not impact on the delivery of frontline services or service users. |

| Ref. | Savings Proposal | Impact Assessment |
|--------|---|--|
| ACBS9 | GP Referral Service | <p>Although no specific data is available it is anticipated that those accessing the service will be older, with long-term conditions and disabilities and that a number of those using the service may potentially be at risk of or living in poverty.</p> <p>The service supports individuals to self-manage their long term conditions so that they do not need higher level support from NHS or Social Care services and helps to prevent relapse. Long-term conditions include diabetes, musculoskeletal, low level mental health, cardio-vascular, neuro physiological disorders, multiple sclerosis and stroke.</p> <p>Some NHS services will remain to support these individuals but there are concerns about them sustaining activity once they have been discharged by the NHS provider. Physical inactivity has a significant impact on the successful management of long term conditions. We can continue to support access to facilities and services such as the gym and swimming pool however these would be self-guided activities. In addition social prescribers would remain and they would signpost people to opportunities.</p> |
| ACBS12 | Preventative & Community Based Services | <p>The majority of this proposal will make no change to the service offered to residents. However, the closure of Carlton will impact on young people from across Hartlepool who currently have access to this low-cost provision.</p> <p>It is recognised that there are other outdoor activity centres that provide accommodation that will be accessible to schools and groups from Hartlepool although they will be at a higher cost. In addition the outdoor activity offer will still be available through Summerhill and this will be enhanced with the development of an inclusive bike track etc.</p> |

| Ref. | Savings Proposal | Impact Assessment |
|-------|---------------------------------------|---|
| CJCS1 | Local Welfare Support | <p>Local Welfare Support (LWS) provides emergency support for those in desperate need, however increasingly demand is from those who struggle to manage financially on a week to week basis. This proposal will therefore impact on those who are living in poverty across Hartlepool however there is no specific data available to identify whether there are any particular protected characteristics that will be disproportionately affected. A review is being undertaken in January / February 2022 to identify the priorities for the fund with a new policy being presented to Finance and Policy Committee prior to the end of the municipal year.</p> <p>The LWS will remain a last resort for those who are most in need but, where possible, people will be directed to other sources of support in place across Hartlepool. This includes support for managing household finances and advice on benefit maximisation.</p> |
| CJCS2 | Vulnerable Persons Resettlement grant | <p>The Vulnerable Persons Resettlement Grant has a positive impact on the protected characteristic of race as the individuals targeted by this resource are resettlement families from Africa, Syria, Middle East and others.</p> <p>The proposal will make no change to service offered and any individuals who are eligible will still receive support.</p> |

| Ref. | Savings Proposal | Impact Assessment |
|-------|---------------------------------|---|
| CJCS4 | Commissioning and MIT | <p>The savings proposed will impact on vulnerable children and family members who currently receive early intervention support. Across a period of a year approximately 30 families have been supported via Changing Futures North East and at any one time 14 families are supported via the Mindful Families service. These children and their families tend to be from areas of the Borough that are more deprived and are therefore more likely to be living in poverty.</p> <p>The justification for removing this early intervention support is that it is not a statutory duty for the Local Authority. If there are safeguarding issues children's social care is available to support. If there are health issues there are universal health services available for children and their families.</p> <p>Other services to support children and young people's wellbeing can be accessed via Mental Health Teams in a number of schools and if it is felt that mental health issues are significant a discussion can be undertaken with GP to explore a referral to CAMHS. In terms of adult mental health there are a number of services available to all adults through IAPT (Improving Access to Psychological Therapies).</p> |
| CJCS6 | YOS/Youth Service/One Stop Shop | No equality or poverty related impact identified. The proposal will make no change to service offered. |
| NRS3 | Residential Parking charges | Any increase in the cost for residential parking permits will impact on those who living in poverty in the affected streets however there is no specific data available to understand the scale of this impact. The level of impact on those individuals will depend upon the option agreed. |

| Ref. | Savings Proposal | Impact Assessment |
|------|-------------------------|---|
| NRS4 | School Crossing patrols | <p>The removal of any school crossing patrol will have a direct impact on those that use the service specifically the children and families (specifically those who are young, elderly or disabled) that the service has been provided to support. However, there is no specific data held on current service users.</p> <p>The justification for removing the service is that the provision of School Crossing Patrols is not a Statutory duty for the Local Authority, it is the responsibility of parents / carers to get their children to school safely.</p> <p>Work will be undertaken with the Head Teachers of affected schools to look at mitigation options including schools funding the affected School Crossing Patrol themselves, additional road safety education, training and publicity for the children and their families and school travel planning via the school. Also, the majority of the 9 sites proposed for discontinuation are classed as low risk due to the presence of features such as traffic calming or a traffic light crossing available.</p> <p>If agreed the implementation of the proposal will be monitored to identify any increases in casualty numbers at the sites previously served by a School Crossing Patrol and through feedback from schools and parents.</p> |

| Ref. | Savings Proposal | Impact Assessment |
|-------|------------------------|--|
| NRS8 | Blue Badge Car Parking | <p>People with disabilities are eligible for Blue Badges which allow them to park closer to their destination. It is up to the provider of any pay and display car parking to decide whether to charge Blue Badge holders for parking. There is no legal requirement to provide this service for free. 116 Blue Badge spaces will be affected by these changes in the Council's car parks across Hartlepool.</p> <p>There are currently 5898 Blue Badge holders in Hartlepool who may be affected by this change but there is no specific information held on the actual number of users that these changes will affect or whether those individuals are living in poverty.</p> <p>However, Blue Badge users will continue to have access to alternative opportunities for parking using blue badge "on-street" exemptions around the affected car parks.</p> |
| NRS9 | Post 16 SEND Transport | <p>The removal of post 16 SEND Transport will have a direct impact on the 21 individuals who currently benefit from the service. It is unknown how many individuals may be referred for the service in future years. The number of students using the service changes each year.</p> <p>The justification for removing the service is that the provision of transport for those aged 16-19 years with an Education, Health and Care Plan (EHCP) is not a statutory duty for the Local Authority and the legislation allows for Local Authorities to charge for this service.</p> <p>Work will be undertaken with the individuals affected to mitigate the impact of this proposal through the delivery of Independent Travel Training. This will provide support to those individuals so that they are able to travel independently to their chosen education or training provider site.</p> |
| NRS10 | Concessionary Fares | <p>No equality or poverty related impact identified. The proposal will make no change to service offered and any individuals who apply for a concessionary fare and meet the existing eligibility criteria will still receive support.</p> |

| Ref. | Savings Proposal | Impact Assessment |
|-------|--------------------------------|---|
| NRS12 | Garden Waste (reduced service) | <p>There is no data on current service users to be able to identify those who might be effected by this proposal.</p> <p>Alternative arrangements will remain available to all households with collection from home via their general waste bin and by taking directly to the Household Waste Recycling Centre.</p> |

PART 1**BUDGET CONSULTATION MEETING WITH BUSINESS SECTOR
REPRESENTATIVES –
Minutes of Meeting held on 1 DECEMBER 2021*****Hartlepool Borough Council Officers***

Councillor Shane Moore, Leader of the Council (*Chair*)

Denise McGuckin, Managing Director

Chris Little, Director of Resources and Development

Councillor Jim Lindridge

Councillor Paddy Brown

Councillor Cameron Stokell

Business Sector Representatives

Adrian Liddell

Peter Olsen

Reshma Begum

Apologies:

Paul Harrison

Alby Pattison

| | |
|---|---------------------|
| 1. | Presentation |
| <p>Councillor Shane Moore welcomed the group and introductions were given.</p> <p>Chris Little provided a brief summary of the MTFS report considered by Finance & Policy Committee on 13th September 2021 and 15th October 2021 and updated to reflect additional information from the 2021 Spending Review.</p> <p>A question was raised in relation to the Power Station and the prospect of the Power Station closing in 2024. CL informed the group that a reserve has been earmarked for this potential reduction in business rates to manage the impact of the lost income that will not be covered by Government grant, pending a business rates reset.</p> <p>AD queried the budget position and the possibility of Section 114 notice. CL explained the robustness advice detailed in the MTFS report was provided to ensure Members had a clear understanding of the financial position facing the council. He also confirmed that the actions taken to date in relation to the Council tax increase and Adult Social Care Precept, plus decisions to be made by Members in December 2021, would provide a robust budget position for 2022/23 while still requiring difficult decisions in the following 2 years.</p> <p>In response to a question regarding Local Council Tax support and payment of full Council Tax, CL agreed to provide a detailed analysis.</p> <p>Query raised in relation to the Levelling Up fund bid. DMc confirmed that Round 1 was unsuccessful and Round 2 application will be ready to submit in Spring 2022.</p> <p>Query was raised in relation to reserves, CL provided an overview of the budget support fund reserves set aside to manage Power Station risk, General Fund and Reserves earmarked for specific revenue capital projects.</p> <p>Cllr Lindridge raised a question about possible changes to prudential borrowing rates. CL confirmed that the loan rates have already been fixed for the Capital Programme.</p> <p>Cllr Brown raised a question about the impact on the council's resources on the potential increase from 50% to 75% business rates retention. CL indicated a Government has indicated this change is unlikely to be implemented.</p> | |

PART 2

BUDGET CONSULTATION MEETING WITH TRADE UNION REPRESENTATIVES –

Minutes of Meeting held on 2 DECEMBER 2021

Present: ***Hartlepool Borough Council Officers***
 Councillor Shane Moore, Leader of the Council (*Chair*)
 Denise McGuckin, Managing Director
 Chris Little, Director of Resources and Development
 Councillor Jim Lindridge
 Councillor Cameron Stokell
 Councillor Paddy Brown
 Sally Robinson, Director
 Hayley Martin, Chief Solicitor
 Tony Hanson, Director Neighbours and Regulatory Services.
Trade Union Representatives
 Edwin Jeffries
 Tony Watson
 Matthew Pearce
 Julie Wynn, GMB
 Ray Sanderson, UNITE
Apologies:
 Craig Blundred
 Jill Harrison
 Stephen Williams
 Alison Leonard

Sam Durham, PA (Minutes)

| | |
|--|---------------------|
| 1. | Presentation |
| <p>Councillor Shane Moore welcomed the group and introductions were given.</p> <p>Chris Little provided a brief summary of the MTFS report considered by Finance & Policy Committee on 13th September 2021 and 15th October 2021 and updated to reflect additional information from the 2021 Spending Review.</p> <p>They welcomed this briefing and recognised financial situation the Authority face and noted the Governments requirement to increase Council Tax and Adult Care to secure recurring funding for services.</p> <p>Noted comments from Trade Unions regarding 2023/24 and 2024/25 savings.</p> <p>Agreed to schedule a separate meeting next week to discuss facility time proposal.</p> <p>Discussed proposed changes to terms and conditions and noted Unions comments including proposal to ballot in January 2022.</p> | |

FINANCE AND POLICY COMMITTEE

13th December 2021



Report of: Director of Neighbourhood & Regulatory Services

Subject: **COMMUNITY SAFETY PLAN (2021 – 2024)**

1. TYPE OF DECISION/APPLICABLE CATEGORY

1.1 Budget and Policy Framework.

2. PURPOSE OF REPORT

2.1 To consider the Safer Hartlepool Partnership Community Safety Plan 2021-2024.

2.2 To consider referral to Council for adoption of the Safer Hartlepool Partnership Community Safety Plan 2021-2024.

3. BACKGROUND

3.1 The Crime and Disorder Act 1998 established a statutory duty for Local Authorities, Police, Fire Brigades, Probation Trusts (including Community Rehabilitation Companies) and Clinical Commissioning Groups to work together to address local crime and disorder, substance misuse and reoffending issues. Collectively the organisations are known as the “Responsible Authorities” and make up the Safer Hartlepool Partnership.

3.2 In accordance with the Crime and Disorder Act 1998 and the Crime and Disorder Regulations 2011, Community Safety Partnerships (CSP’s) have a statutory responsibility to develop and implement a Community Safety Strategy setting out how it intends to address crime and disorder, substance misuse, and re-offending issues.

3.3 The Safer Hartlepool Partnership Community Safety Plan 2020/21 came to an end in March 2021 and at its meeting in July 2021, the Partnership approved the draft plan for 2021/24 for consultation.

3.4 At its meeting on 6th December 2021, the Safer Hartlepool Partnership approved the Community Safety Plan 2021-2024 for publication.

4. DEVELOPMENT OF THE COMMUNITY SAFETY PLAN 2021-24

- 4.1 The Community Safety Plan 2021-24, **attached at Appendix 1** provides an overview of some of the recent activities undertaken to improve community safety in Hartlepool, and key findings from the Safer Hartlepool Partnership's Annual Strategic Assessment and public consultation.
- 4.2 The plan sets out the Partnership's strategic objective for 2020/21 and the key priorities that the Partnership will focus on.
- 4.3 The Safer Hartlepool Partnership strategic objective for 2020-21 is:
- “To make Hartlepool a safe, prosperous and enjoyable place to live, work and visit”
- 4.4 The key priorities for the Partnership in 2020/21 are:
- Drugs and Alcohol;
 - Anti-social Behaviour; and
 - Domestic Violence.

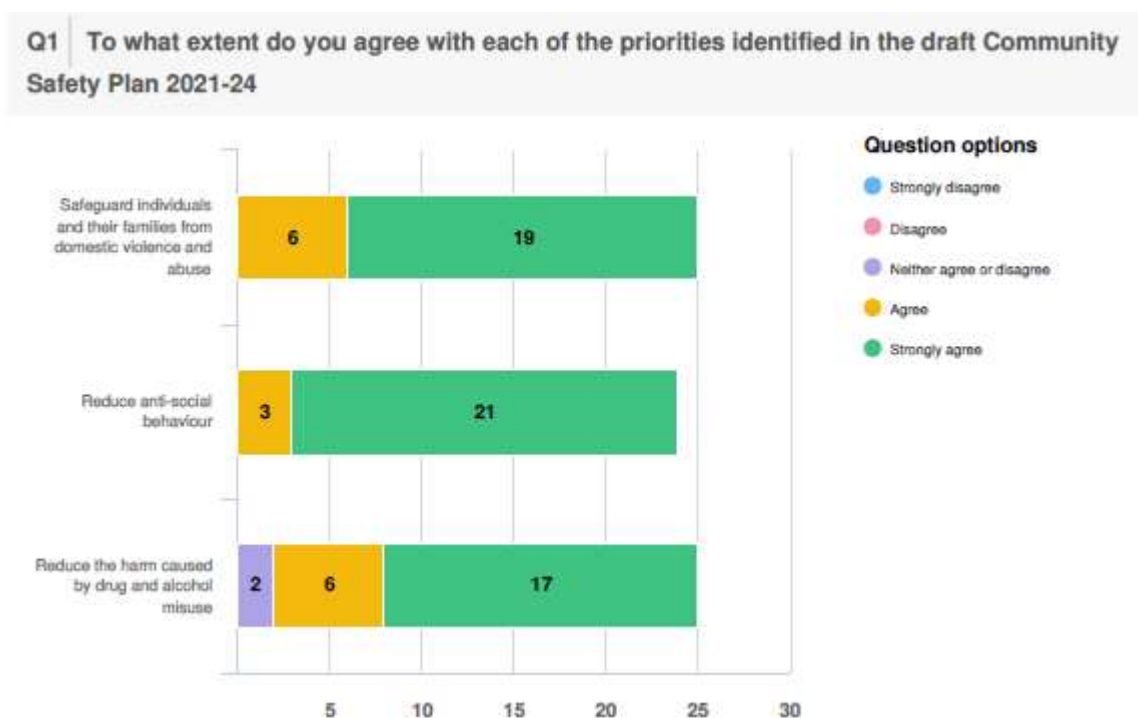
5. DELIVERY AND PERFORMANCE MONITORING

- 5.1 Delivery of the Community Safety Plan will be via existing agencies, organisations and partnerships, and where necessary, the development of new working groups shall be monitored by the Safer Hartlepool Partnership.

6. CONSULTATION

- 6.1 Following agreement of the Safer Hartlepool Partnership strategic objective and priorities in July 2021, the first draft of the Community Safety Plan was published for public consultation from 17th September until 10th November 2021.
- 6.2 The public consultation included an on-line survey, of which paper copies were made available in the five Community Hubs, and direct consultation with Hartlepool Borough Council's Finance and Policy and Audit and Governance committees. Partnership members and the Voluntary and Community Sector were also asked to take part and promote the consultation within their own organisations.
- 6.3 Due to continuing concerns relating to the COVID 19 pandemic, the Partnership's annual Face the Public event also moved online. The event ran for a period of two weeks from 11th to 25th October on the Council's digital engagement platform, “Your say, our future” and enabled participants to:
- Read the draft Community Safety Plan for 2021-24;
 - Complete an online survey – which included questions on the draft plan;

- Use the ideas board to make suggestions as to how the Safer Hartlepool Partnership can work with residents and partners to deliver on the priorities identified in the draft Community Safety Plan; and
 - Ask a question of the Safer Hartlepool Partnership.
- 6.4 Disappointingly, only a very small number of surveys were completed and engagement in the Face the Public event was low which could be attributed to this method being very new and not yet embedded across the Borough.
- 6.5 Those who did respond to the survey mainly strongly agreed or agreed with each of the priorities identified in the Community Safety Plan for 2021-24.



- 6.6 Examples of what the respondents felt were missing from the priorities included:
- Reducing crime and reoffending;
 - Provide greater visible police presence;
 - Reduce street harassment;
 - Challenge behaviours that make women and girls feel unsafe; and
 - Reduce criminal damage.
- 6.7 Examples of how respondents felt that the Partnership could work with residents and partners to deliver the priorities include
- Recognise the value of the Voluntary and Community Sector;
 - Involve communities regularly, not just once a year;
 - Make the case for better funding or services, particularly preventative and youth services; and
 - Drop in events to allow residents to remain anonymous whilst giving their views.

- 6.8 These survey responses will be taken into consideration when developing plans and delivering activity to tackle the priorities.

7. LEGAL CONSIDERATIONS

- 7.1 In accordance with the Crime and Disorder Act 1998 and the Crime and Disorder Regulations 2007, the Safer Hartlepool Partnership is required to produce a Community Safety Plan to set out how it intends to address crime and disorder, substance misuse and re-offending issues.

8. EQUALITY AND DIVERSITY CONSIDERATIONS

- 8.1 The strategic assessment and consultation process ensures that the needs of all sections of the community are considered in formulating and implementing the Community Safety Plan.

9. OTHER CONSIDERATIONS

| | |
|-------------------------------------|--------------------|
| Risk Implications | 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 |

10. RECOMMENDATION

- 10.1 That the Finance and Policy Committee considers the content of the Community Safety Plan 2021-24.
- 10.2 In accordance with the budget and policy framework, the Finance and Policy Committee considers making a referral to full Council for adoption of the Community Safety Plan 2021-24.

11. REASONS FOR RECOMMENDATIONS

- 11.1 As a Responsible Authority, the Local Authority has a statutory duty to develop and implement strategies aimed at reducing crime and disorder, substance misuse, and re-offending behaviour.

12. BACKGROUND PAPERS

- 12.1 The following background papers were used in the preparation of this report:
- Safer Hartlepool Partnership – Draft Community Safety Plan 2021-24 – 19th July 2021

- Finance and Policy Committee – Draft Community Safety Plan 2021-24 – 13th September 2021
- Audit and Governance Committee – Draft Community Safety Plan 2021-24 – 29th September 2021
- Safer Hartlepool Partnership – Community Safety Plan 2021-24 – 6th December 2021

13. CONTACT OFFICER

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Rachel Parker
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Hartlepool Borough Council
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Tel: 01429 523100

Sign Off:-

- Director of Finance and Policy ☒
- Chief Solicitor/Monitoring Officer ☒
- Managing Director ☒



Safer Hartlepool Partnership



Community Safety Plan

2021 - 2024



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1. FOREWORD

As Chair, I am pleased to present the Community Safety Partnership (CSP) Plan for 2021 – 2024 on behalf of The Safer Hartlepool Partnership (SHP).

The Partnership Plan brings together our aims, ambitions and priorities for the next three years. We will work in Partnership to tackle the issues which impact on, and matter to local people.

The Community Safety Plan retains the strategic objective and priorities of the 2021/24 plan, reflecting the outcomes of the 2020 SHP Strategic Assessment and ongoing analysis of emerging issues across the Town. Utilising this data and information enables the SHP to deliver a holistic approach to address the priorities, with a greater emphasis on prevention and reducing harm.

The SHP has faced many new challenges in recent years, not least the difficult circumstances presented by the Coronavirus Pandemic. There has been a significant change in issues that are presented to partners to address, whilst also tackling substantial resource pressures. Important matters such as anti-social behaviour, substance misuse, domestic violence and responding to those members of our communities with specific vulnerabilities understandably take priority.

The SHP will continue to look at new and innovative ways of working collaboratively to reduce crime and disorder, substance misuse and re-offending, and most importantly, improving the quality of life for the people who live and work in and visit Hartlepool.

Councillor Shane Moore

Chair, Safer Hartlepool Partnership



2. INTRODUCTION

The Safer Hartlepool Partnership (SHP) brings together a number of agencies and organisations concerned with tackling crime and disorder in Hartlepool. As defined by the Crime and Disorder Act 1998, the Partnership comprises members from each of the “responsible authorities”; Hartlepool Borough Council, Cleveland Police, Cleveland Fire and Rescue Service, The Probation Service and Hartlepool and Stockton Clinical Commissioning Group. In addition, a range of other stakeholders from the public and voluntary sectors are also represented and include Thirteen Group, Safe In Tees Valley and the Police and Crime Commissioner for Cleveland.

Our key role is to understand the kind of community safety issues Hartlepool is experiencing; decide which of these are the most important to deal with; and then decide what actions we can take collectively, adding value to the day-to-day work undertaken by our individual agencies and organisations.

We detail these actions in our Community Safety Plan. To help us do that we undertake a Strategic Assessment which analyses a range of detailed information that exists about crime, disorder, substance misuse, re-offending and other community matters that are affecting Hartlepool.

The outcomes of the assessment form recommendations about how to keep the Community Safety Plan priorities relevant.

In producing our plan we are also mindful of the pledges of the Police and Crime Commissioner in the Police and Crime Plan and the requirement to 'have regard' to the priorities established by this plan.

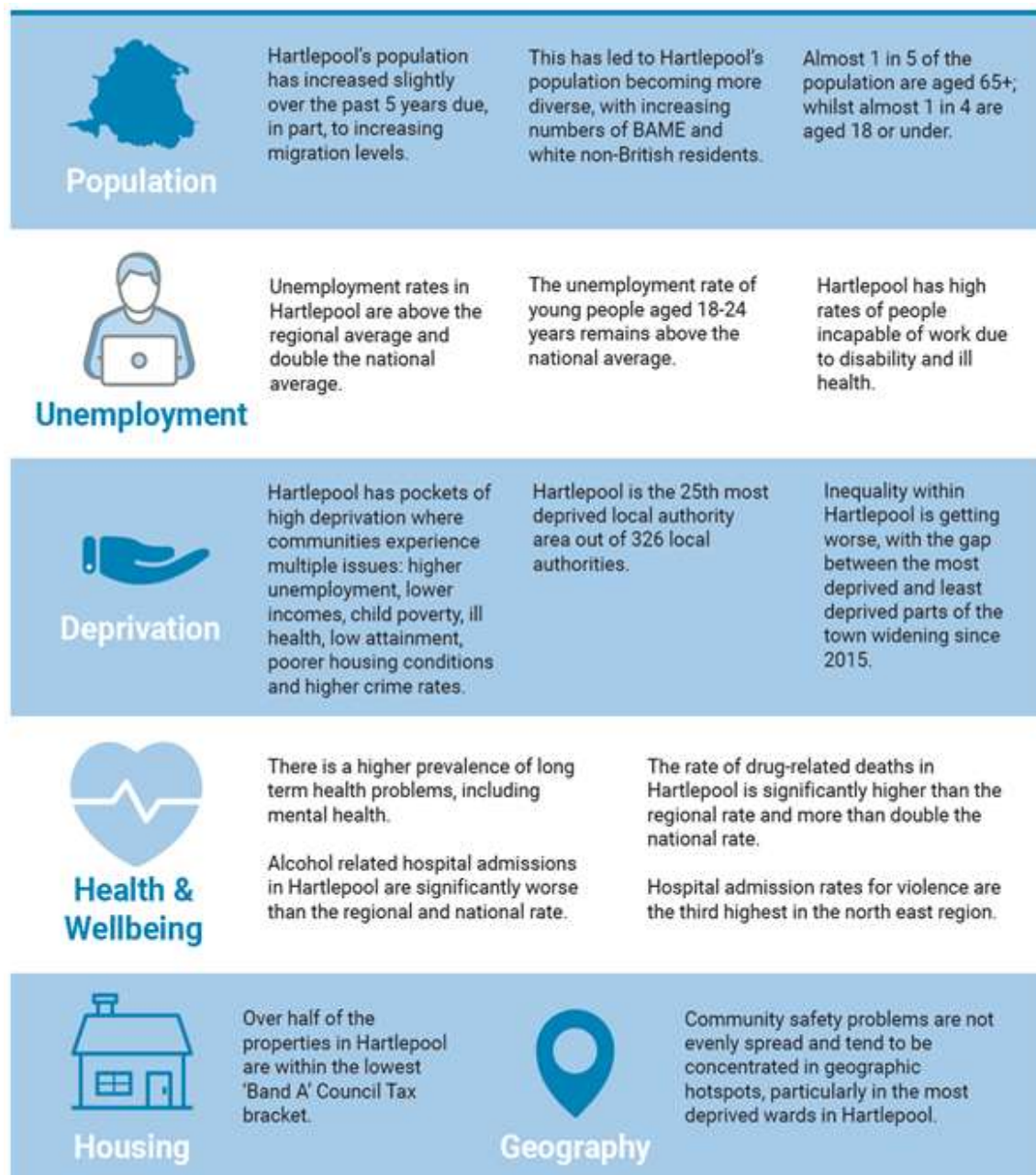
The community safety landscape continues to evolve and partners continue to face challenges in having to adapt the way services and initiatives are delivered. Since the introduction of the Crime and Disorder Act 1998, legislative changes have amended our focus, and also the statutory partners we work with, but the principles of working together remain at the heart of tackling crime and disorder.

The strategic objective of the Safer Hartlepool Partnership remains unchanged and is still as important as it ever has been:

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

3. LOCAL CONTEXT

Hartlepool is the smallest unitary authority in the North East region and the third smallest in the country comprising of some of the most disadvantaged areas in England. Issues around community safety can be understood by a number of contextual factors:





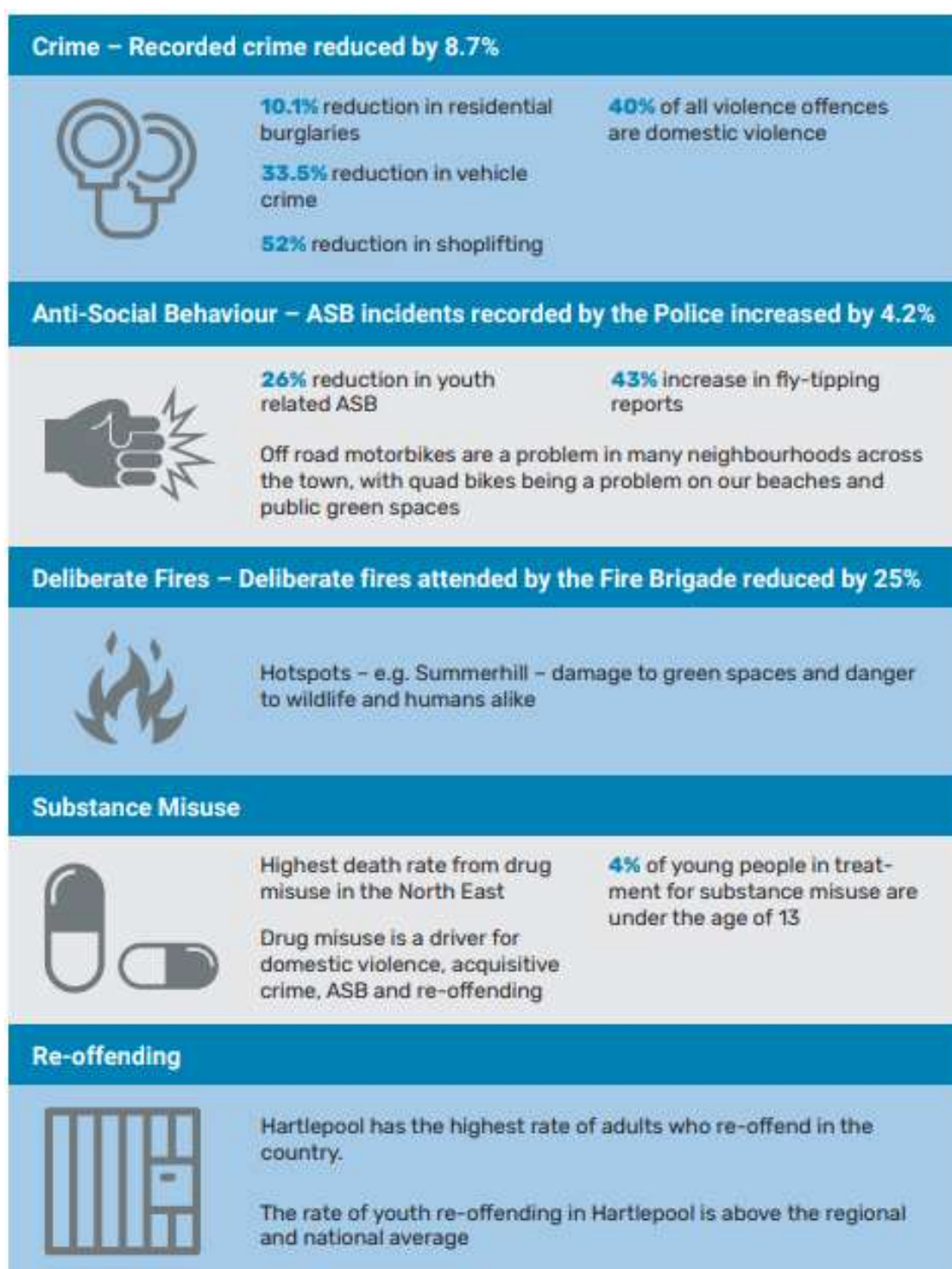
4. SUMMARY OF THE 2020/21 PLAN

Despite the COVID-19 pandemic the SHP continued to focus on the priorities in the Community Safety Plan 2020-21 and some of the work undertaken to make Hartlepool a safe place for residents, workers and visitors included:-

| Priority | Activity |
|------------------------------------|--|
| Anti-Social Behaviour | <ul style="list-style-type: none"> • Delivery of early intervention, diversionary, educational and positive activities through the deployment of the Targeted Youth Outreach Team • Provision of home and personal crime prevention advice, target hardening and emotional support to victims of crime and anti-social behaviour. • Co-ordination multi-agency “Days of Action” to target anti-social behaviour and environmental issues in hotspot locations • Development and delivery of multi-agency action plans to address unacceptable behaviour by adults and young people occurring in the Town’s parks and green spaces • Formation of working groups to specifically focus on fly-tipping, deliberate fires and nuisance vehicles. |
| Drugs and Alcohol | <ul style="list-style-type: none"> • Launch of an integrated drug and alcohol treatment service, START – Supporting Treatment and Recovery Together • Successfully obtained 6 premise closure orders for residential properties concerned in the supply of illegal drugs |
| Domestic Violence and Abuse | <ul style="list-style-type: none"> • Formation of a Domestic Abuse Local Partnership Board to assess the need for Domestic Abuse Support Services in Hartlepool and publish a strategy to meet assessed need. • Development of a “Grab Bag” project which enables our specialist domestic abuse support service, Harbour, to provide individuals fleeing abuse with basic essentials when they arrive at the refuge or other safe accommodation. |

5. STRATEGIC ASSESSMENT

The Partnership conducts an annual assessment of the levels and patterns of crime and disorder, substance misuse and re-offending in Hartlepool to identify and address the community safety issues that impact upon and really matter to the local community. Key findings from the 2020 assessment are outlined below:





6. PUBLIC CONSULTATION

The Safer Hartlepool Partnership has a statutory obligation to engage and consult with the communities of Hartlepool about community safety priorities.

The annual Community Safety Survey is designed to assist the Partnership to:

- Gain a wider understanding of public perception of crime and anti-social behaviour in the local area;
- Understand what makes people feel safe and unsafe; and
- Understand which issues cause most concern

Analysis of the results of the survey conducted in 2020 highlighted that, although many residents perceive crime and anti-social behaviour to be a problem in their area, more than half of respondents said they had not been a victim of crime in the previous 12 months.

When asked about feelings of safety, most respondents said they feel safe being outside during the day and after dark. Those who said they felt unsafe stated this was due to poor street lighting, lack of police, suspicious people hanging around and people dealing drugs.

Due to the ongoing COVID-19 pandemic, an online Face the Public Event was held.



7. STRATEGIC OBJECTIVE 2021-2024

Based on the findings of the 2020 Strategic Assessment and consultation with the local community and other stakeholders, the Safer Hartlepool Partnership's Strategic Objective 2021-2024 is: -

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

8. PRIORITIES 2021 - 2022

As with any town, Hartlepool faces many challenges and must work within an environment of conflicting demands and limited resources.

The Partnership recognises that there are many issues that impact on the lives of some, or all, of Hartlepool's residents and continued efforts will be made by all Partnership members to address these in a focussed and effective manner.

Issues such as violence (particularly serious violence) and exploitation are significant in both the local and national context and the Partnership recognises the need to work both individually and collectively to address them.

However, the Partnership also recognises the benefits of identifying those issues that have the greatest impact on the town and the need to target resources and efforts to deal with them effectively and efficiently.

To do this, the Safer Hartlepool Partnership will continue to focus activity on three key priority areas – each of which contributes towards a wide range of community concerns. The three key priority areas for 2021-22 are: -

| | |
|------------------------------------|---|
| Anti-Social Behaviour | By adopting an intelligence led problem solving approach, the Partnership will work to tackle anti-social behaviour (ASB) across the town by deploying resources and undertaking targeted activity to address the issues that cause concern for our residents and communities and negatively impact on their quality of life. |
| Drugs and Alcohol | Through targeted partnership working, focussed efforts will be made to reduce both the demand for, and the supply of, illegal drugs in Hartlepool. The Partnership will also work together to reduce the negative social, personal and health consequences caused by the misuse of alcohol in the town. |
| Domestic Violence and Abuse | The Partnership will work together to safeguard individuals and their families from domestic violence and abuse. |



9. DELIVERING THE PLAN

The Safer Hartlepool Partnership has the responsibility to deliver the priorities that are set out within this plan. There are governance structure is outlined below. This chart outlines the Partnership delivery and reporting structure. Recognising its responsibility to reduce re-offending, the SHP sub groups will include re-offending as a specific area of focus. Performance monitoring will be undertaken on a quarterly basis to assess progress against key priorities drawn from the strategic assessment and identify any emerging issues.





10. MONITORING PERFORMANCE

Performance of the Community Safety Plan will be monitored by the Safer Hartlepool Partnership against a range of key performance indicators for each of the priorities which include:

| Priority | Indicator |
|-----------------------|--|
| Anti-Social Behaviour | ASB incidents reported to the Police |
| | Rate of ASB per 1,000 population |
| | Number of noise complaints received |
| | Number of fly-tipping reports received by the Council |
| | Number of Deliberate Secondary (F3) fires |
| | Number of Deliberate Vehicle Fires |
| Drugs and Alcohol | Drug Offences - Possession |
| | Drug Offences - Supply |
| | % of opiate drug users that have successfully completed drug treatment |
| | % of non-opiate drug users that have successfully completed drug treatment |
| | % of alcohol users that have successfully completed alcohol treatment |
| | % of young people that have successfully completed treatment |
| | Number of young people known to substance misuse services |
| | % of people dependent on alcohol and not in the treatment system |
| | % of people dependent on opiates or crack and not in the treatment system |
| Domestic Violence | Domestic Abuse incidents reported to the Police |
| | Rate of Domestic Abuse incidents per 1,000 population |
| | Repeat Incidents of Domestic Abuse |
| | Rate of repeat Domestic Abuse incidents per 1,000 population |

APPENDIX 1



For further information contact:

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FINANCE AND POLICY COMMITTEE

13th December 2021



Report of: Director of Resources and Development

Subject: BRENDA ROAD HOUSING SCHEME - PROPOSED ACQUISITION BY HOUSING REVENUE ACCOUNT OF 84 HOUSING UNITS

1. TYPE OF DECISION/APPLICABLE CATEGORY

1.1 Key Decision (test (i) applies). General exception notice applies.

2. PURPOSE OF REPORT

2.1 The purpose of the report is to seek approval for the Housing Revenue Account's (HRA) proposed acquisition of 18 houses and bungalows at Brenda Road East from Keepmoat Homes Limited. Such 18 units is the first of 4 yearly tranches of housing stock totalling 84 units to be acquired in due course. The proposal forms part of the overall HRA business plan to grow and diversify the housing stock.

3. BACKGROUND & PROPOSALS

3.1 Hartlepool Borough Council have been in discussions for some months regarding being the Registered Provider partner of Keepmoat Homes Limited on their 234 unit housing scheme on the east side of Brenda Road, shown on the attached plan included as **Appendix 2**. Officers and members may recall the site from 2016 when planning permission was "minded to grant" for a care village including market housing on the site known as Seeca village. The scheme has never come to fruition and its planning consent since lapsed. Keepmoat have finally secured control of the site and the intention is for 84 homes (shown in years 1-4 on the plans included at Appendix 2A-2D and detailed in the below table) to be built and sold to the Council. The Council's stock will be the affordable element of the scheme with Keepmoat selling the remainder for market sale. The houses constructed and transferred to the Council will be held in the Council's Housing Revenue Account for affordable rent in the main with a small pilot of rent to buy units, the number of which to be determined from negotiations with Homes England regarding need. Such provision will substantially increase affordable housing provision in the Seaton area generally but Brenda Road East particularly.

| Dwellin g | Beds / Type | SQFT | YEAR 1 | YEAR 2 | YEAR 3 | YEAR 4 | TOTA L |
|--------------|------------------|------|--------|--------|--------|--------|-----------|
| Elton | 2 Bed Bungalow | 660 | 7 | 7 | 0 | 10 | 24 |
| Kenton | 2 Bed Bungalow | 726 | 1 | 1 | 0 | 2 | 4 |
| Lawton | 2 Bed Semi / Ter | 726 | 2 | 3 | 9 | 5 | 19 |
| Carlton | 2 Bed Semi / Ter | 851 | 4 | 5 | 2 | 3 | 14 |
| Marlow | 3 Bed Semi / Ter | 939 | 4 | 12 | 4 | 3 | 23 |
| Total | | | 18 | 28 | 15 | 23 | 84 |

- 3.2 In planning terms, the overall subject housing scheme for 234 housing units is located on unallocated 'white land' within the development limits of Hartlepool, as set out in the Hartlepool Local Plan Policies Map and the site is considered to be in a sustainable location. Keepmoat have made a pre-application One Stop Shop submission and the principle of residential development in this location is considered to be acceptable, subject to the consideration of all other material planning considerations and provided the scheme is in accordance with all other relevant national and local planning policy and guidance. A full planning application H/2021/0498 has now been submitted by Keepmoat and was validated on 11th November 2021.
- 3.3 Detailed negotiations have centered upon ensuring that the 84 units to be acquired were provided over a period of 4 years in "tranches" of stock to keep in pace with the build out of the overall estate but also to prevent the affordable rented market having an over-supply of stock. The tranches set out in the above table ensure that such stock can be readily absorbed in to the surrounding market and are of a size and specification to meet the local needs of the town's residents.
- 3.4 The purchase of each tranche of yearly stock is be dependent upon
- planning consent being given at the beginning;
 - Finance & Policy Committee's approval for each tranche of acquisition; and
 - confirmation by Homes England that Affordable Housing grant is to be provided by them.
- 3.5 Committee is therefore being asked to give consent to the overall structure of the deal in the first instance and in particular those units included in the first tranche. Subsequent years' approval will be sought from committee subject to the letting success of the scheme and the other pre-conditions being satisfied.
- 3.6 As set out below, the intention is that once the conditions on each tranche have been satisfied, the land for such development is transferred to the council upon payment of 10% of the agreed price with 3 stage payments made to Keepmoat acting as building contractor upon certification by a compliance officer with a dual duty of care. Each tranche to be payable in line with the following:

- 10% Deposit upon land transfer
 - 30% - DPC
 - 30% - Roof
 - 30% - Practical Completion
- 3.7 A benchmarking exercise has been carried out to establish that the subject 18 units being acquired in year 1 do provide value for money when compared against the house type and specification of similar stock being built in the region. Based upon present cost data, the remaining stock of tranches 2, 3 and 4 also indicatively represent value for money but it is recognised that similar benchmarking value for money exercises will need to be undertaken each year before authority is sought for future staged acquisition.
- 3.8 Growth of housing stock and provision of good quality affordable accommodation are the key principles set out in the HRA business plan (full Council 16.03.20). The business plan sets out future investment and growth of the HRA stock to ensure financial sustainability of the HRA moving forward. To achieve this, opportunities to increase stock and meet locally identified housing needs are therefore actively explored.
- 3.9 It is proposed that the Council's HRA acquire the Year 1 accommodation shown in the above table from Keepmoat once they are built. Scheme proposals and layouts have been developed, although the scheme is still subject to planning. The units will be built to an agreed certified specification and the build programme is assumed to be 8-12 months from start on site. The intended start on site timescale is March 2022 subject to planning permission being granted and securing funding from Homes England.
- 3.10 Demand for bungalows outstrips supply across the Borough and demand for 3 bedroom properties in this locality is strong (evidenced through the Strategic Housing Market Assessment). The addition of the proposed mix of houses and bungalows to the Council's housing portfolio is considered a good way to meet local housing needs and to provide improvements and diversification of the Council's housing stock. It is therefore expected that void rates will be low and that properties would be let quickly following a termination of tenancy, given the high level of demand. This is considered sustainable stock to add to the HRA and will help stabilise the HRA.
- 3.11 In addition to the benefits highlighted of providing additional housing and bungalow accommodation, the scheme will also result in further regeneration in the Brenda Road and Seaton Lane area.

4. RISK IMPLICATIONS

- 4.1 The intention is that the Council enters into a fixed price contract with Keepmoat Homes Limited to deliver the first 18 residential units within an approximate 12 month build programme, exact timing of which is still to be programmed precisely. Risks will be mitigated through the contract and payments made once certain agreed milestones of DPC/Roof/Practical Completion have been certified by a Compliance Officer with a dual duty of

care to both vendor and purchaser. Once built, the properties will be acquired directly and then managed by the Council's HRA. Given the high demand for houses and bungalow accommodation in this area, the risk of void loss and stock turnover is limited and therefore are sustainable stock types for the HRA. The 4 tranche nature of the over-riding transaction will allow the Council to assess risk implications and the potential for market saturation in following tranches and if necessary not recommend further years be acquired.

- 4.2 Funding for the capital costs is dependent on securing Homes England funding and use of S106 contributions obtained by the Council in lieu of on-site affordable housing elsewhere. These are considered to be low risks as the Council has a good track record for securing Homes England funding and the S106 funding allocated is due to the Council this financial year. There will also be a contribution from Prudential Borrowing and the repayment costs will be funded from the increased rental income from these properties. As with any new housing acquisition there is a risk of Right to Buy however, this is mitigated by the cost floor calculation which will protect the HRA for a number of years. This risk is factored into the overall HRA business plan.

5. FINANCIAL CONSIDERATIONS

- 5.1 Details of the proposed Heads Of Terms, funding considerations and business model for this proposed scheme are set out in **CONFIDENTIAL APPENDIX 3 This item contains exempt information under Schedule 12A Local Government Act 1972 (as amended by the Local Government (Access to Information) (Variation) Order 2006) namely, (paragraph 3) information relating to the financial or business affairs of any particular person (including the authority holding that information).**
- 5.2 The development will also help secure additional Council Tax income targets included in the Medium Term Financial Strategy.

6. OTHER CONSIDERATIONS

| | |
|--|--|
| Legal Considerations | No relevant issues |
| Equality and Diversity Considerations | No relevant issues |
| Child and Family Poverty | No relevant issues – See Appendix 1 |
| Section 17 of The Crime And Disorder Act 1998 Considerations | No relevant issues |

7. CONSULTATION

- 7.1 There has been no specific consultation relating to this decision. The scheme will be subject to planning.

8. STAFF CONSIDERATIONS

- 8.1 There are no staffing considerations, all properties will be managed by the existing housing management team.

9. ASSET MANAGEMENT CONSIDERATIONS

- 9.1 The properties once acquired will be managed under the HRA with all maintenance costs being funded through HRA resources. There are no other asset management considerations.

10. RECOMMENDATIONS

- 10.1 Committee is recommended to approve the principle of the Council's overall acquisition of the 84 units on a tranche by tranche basis and in particular the first 18 units as set out in **CONFIDENTIAL APPENDIX 3** delegate negotiation and approval of final heads of terms to the Managing Director in consultation with the Director of Resources and Development and The Chair Of Finance and Policy Committee and to seek approval from Council for the necessary borrowing to progress with the first tranche deal . **This item contains exempt information under Schedule 12A Local Government Act 1972 (as amended by the Local Government (Access to Information) (Variation) Order 2006) namely, (paragraph 3) information relating to the financial or business affairs of any particular person (including the authority holding that information).**

11. REASONS FOR RECOMMENDATIONS

- 11.1 The acquisition of the proposed 18 houses and bungalows supports the objectives set out within the HRA business plan by bringing high demand good quality accommodation into the Councils housing stock profile. In addition it provides affordable accommodation for local people and helps to meet the high demand for housing units in the town. The scheme also contributes to the regeneration of the Brenda Road and Seaton Lane.

12. BACKGROUND PAPERS

- 12.1 None.

13. CONTACT OFFICERS

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Director of Resources and Development
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TS24 8AY
Email: chris.little@hartlepool.gov.uk
Tel: 01429 523002

Tim Wynn – Strategic Asset Manager - 01429 523386
Amy Waller – Principal Housing Officer (Place) - 01429 523539

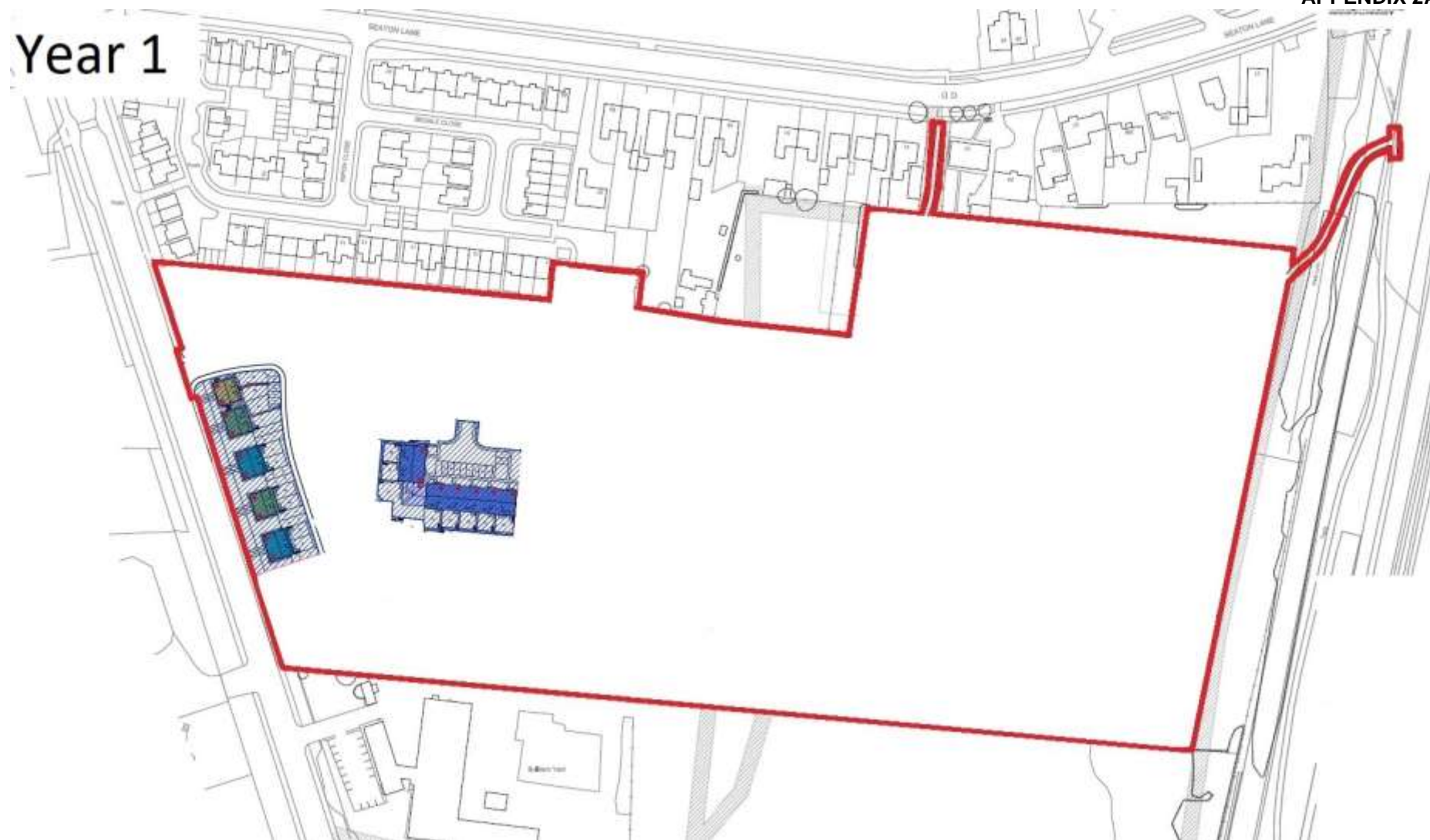
Sign Off:-

- Director of Resources and Development ☒
- Chief Solicitor/Monitoring Officer ☒
- Managing Director ☐ Finance & Policy Committee only

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

| Overall impact of Policy / Decision | | | |
|---|---|----------------------------------|--|
| NO IMPACT / NO CHANGE | x | ADJUST / CHANGE POLICY / SERVICE | |
| ADVERSE IMPACT BUT CONTINUE | | STOP / REMOVE POLICY / SERVICE | |
| Examples of Indicators that impact of Child and Family Poverty. | | | |
| Economic | | | |
| Children in Low Income Families (%) | | | |
| Children in Working Households (%) | | | |
| Overall employment rate (%) | | | |
| Proportion of young people who are NEET | | | |
| Adults with Learning difficulties in employment | | | |
| Education | | | |
| Free School meals attainment gap (key stage 2 and key stage 4) | | | |
| Gap in progression to higher education FSM / Non FSM | | | |
| Achievement gap between disadvantaged pupils and all pupils (key stage 2 and key stage 4) | | | |
| Housing | | | |
| Average time taken to process Housing Benefit / Council tax benefit claims | | | |
| Number of affordable homes built | | | |
| Health | | | |
| Prevalence of underweight children in reception year | | | |
| Prevalence of obese children in reception year | | | |
| Prevalence of underweight children in year 6 | | | |
| Prevalence of obese children in reception year 6 | | | |
| Life expectancy | | | |





Year 2





Year 4



Finance and Policy Committee

13th December 2021



Report of: Director of Resources and Development

Subject: COUNCIL TAX BASE 2022/23

1. TYPE OF DECISION / APPLICABLE CATEGORY

1.1 Non Key Decision.

2. PURPOSE OF REPORT

2.1 The report seeks member approval, as required by statutory regulations, of a calculated Council Tax Base for 2022/23 which will be used for Council Tax billing purposes.

3. BACKGROUND

- 3.1 The Council is required by law to calculate its Council Tax Base for the forthcoming year, and inform the major precepting authorities, Police and Crime Commissioner for Cleveland and Cleveland Fire Authority, and local precepting authorities (Parish Councils), before 31 January 2022. The Council Tax Base is expressed as the number of Band D equivalent properties.
- 3.2 The amount of Council Tax levied on each Band D property located in the Borough of Hartlepool is calculated by dividing the total amount of the precepts determined by this Council, the Police and Crime Commissioner for Cleveland and Cleveland Fire Authority on the Collection Fund in 2022/23, by the Council Tax Base. The amount of Council Tax payable for other bands is determined by applying a fixed proportion of the Band D amount. A separate report on the statutory calculation of the amount of Council Tax payable for each band for 2022/23 will be submitted to Council as part of the budget process.
- 3.3 Councils are required to determine and operate their own local schemes for providing support with Council Tax. Under these arrangements, there is a requirement to adjust the Council Tax Base to reflect the impact of the Local Council Tax Support scheme. Finance and Policy Committee on 13th September 2021 approved to recommend to Council the continuation of a 12% scheme for 2022/23. This proposal was approved

by Council on 30th September 2021, which means this support has been retained for seven years.

4. CALCULATION OF TAX BASE

- 4.1 The calculation of the Council Tax Base is a complex calculation and includes converting the numbers properties in the eight Council Tax Bands into a Band D equivalent. To complete the Tax Base it is necessary to:

- (a) Calculate Item A - "the relevant amount" for the year for each valuation band in the valuation list. For each band this represents the estimated full year equivalent of each chargeable dwelling in that band, taking into account entitlement to, exemptions, disability reductions, discounts, premiums and the forecast Local Council Tax Support.

The relevant amount for each band are expressed in terms of Band D equivalents and are set out at **Appendix 1**.

- (b) Calculate the collection rate for the Council (Item B).

- (c) The relevant amounts for each band (Item A) are then multiplied by the collection rate (Item B) to calculate the Tax Base.

- 4.2. The calculation for the parish Councils follows the same calculation as that of the billing authority except that for item A, the calculation only relates to the area covered by that Parish. A summary of the Council Tax base for the Parish areas is shown at **Appendix 2**.

5. PROPOSED TAX BASE

- 5.1 The proposed Tax Base for the Council area for 2022/23 is **24,928**. This is an increase of 544 (**2.2%**) from the current base. This compares to government forecasts of a national increase in 2022/23 of **1.1%**. The increase reflects the recovery from the Covid-19 pandemic, including the proposed increase in the long term collection rate from 98.5% to 99%, which will be challenging to achieve. The forecasts includes a reduction in the anticipated number of households eligible for LCTS. There remains a degree of uncertainty in respect of the number of households eligible for LCTS support as the economy recovers.

- 5.2 The Band D make-up of the base position is summarised in the table below, together with a comparison against previous year.

| 2021/22 | | 2022/23 |
|---------------|---|---------------|
| 34,365 | Chargeable Dwellings (after disregards / disability adjust) | 34,604 |
| -3,153 | Less Discounts and Premiums | -3,169 |
| -6,677 | Less Local Council Tax Support Estimate | -6,485 |
| 220 | Add forecast growth of chargeable dwellings | 230 |
| 24,755 | Item A | 25,180 |
| 98.5% | Item B - Collectability (%) | 99.0% |
| 24,384 | Council Tax Base | 24,928 |

- 5.3 The proposed Council Tax Base has been reflected within the MTFs reported elsewhere on today's agenda.

6. RISK IMPLICATIONS

- 6.1. The Tax Base for 2022/23 and in the subsequent years is subject to the following main risks, all of which have been potentially increased given the economic impact of the Covid-19 pandemic;

- Higher than anticipated LCTS support deductions due to the economic uncertainty. This is mitigated by close monitoring of claimant numbers as well as consideration of economic forecasts for future years;
- Less growth in housebuilding. This is mitigated by understanding both developments in progress and planned developments in order to factor in the latest position in timing and value of house builds planned. Progress is monitored closely over the Medium Term Financial Strategy period.
- Reduced collection rate. This risk has increased given the increase in collection rate to 99%. It is mitigated by collection arrangements in place and regular management reporting to ensure that collection rate is maintained.

7. FINANCIAL CONSIDERATIONS

- 7.1. The Council must budget to avoid a deficit on its statutory Collection Fund. In determining the 2022/23 Council Tax Base a number of underlying assumptions have been made. As part of the Council's Financial Governance Framework, throughout 2022/23 programmed monitoring reviews of Collection Fund Council Tax performance will be undertaken and reported to Finance and Policy Committee.

8. LEGAL CONSIDERATIONS

- 8.1. To comply with statutory responsibilities as set out in the Local Government Finance Act 1992 the Council must determine the Council Tax Base for the forthcoming financial year by 31st January. This report ensures this responsibility is discharged.

9 CONSULTATION

- 9.1. There is no requirement to consult on these proposals.

10. CHILD / FAMILY POVERTY (IMPACT ASSESSMENT FORM TO BE COMPLETED AS APPROPRIATE)

- 10.1. There are no child / family poverty considerations.

11. EQUALITY AND DIVERSITY (IMPACT ASSESSMENT FORM TO BE COMPLETED AS APPROPRIATE)

- 11.1. There are no equality and diversity considerations.

12. STAFF CONSIDERATIONS

- 12.1. There are no staff considerations.

13. ASSET MANAGEMENT CONSIDERATIONS

- 13.1. There are no asset management considerations.

14. RECOMMENDATIONS

- 14.1 It is recommended that Members:

- a) Approve a Hartlepool BC Council Tax Base for 2022/23 of 24,928 as detailed in Appendix 1.
- b) Approve a Council Tax Base for 2022/23 for Parishes who may levy a precept upon the Council's Collection Fund as detailed in Appendix 2:

| | | | |
|---------------|-------|---------------|-------|
| Brierton | 15.1 | Hart | 349.3 |
| Claxton | 15.3 | Headland | 736.2 |
| Dalton Piercy | 117.0 | Newton Bewley | 33.0 |
| Elwick | 255.9 | Wynyard | 675.7 |
| Greatham | 587.4 | | |

15. REASON FOR RECOMMENDATIONS

15.1 To enable the Council to discharge its statutory responsibilities.

16. BACKGROUND PAPERS

16.1 There are no background papers.

17. CONTACT OFFICER

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Assistant Director (Finance)
01429 523093
James.magog@hartlepool.gov.uk

Sign Off:-

Managing Director



Director of Resources and Development



Chief Solicitor



| Council Tax Base - Hartlepool Borough Council | | | | | | | | | | | Appendix 1 |
|---|----------|------------|------------|----------|----------|--|----------|---------|--------|------------|-----------------------|
| | | | | | | | | | | | |
| | Band (A) | Band A | Band B | Band C | Band D | Band E | Band F | Band G | Band H | Total | Band D Equivalents |
| Chargeable Dwellings | 127.00 | 23,279.00 | 7,379.00 | 6,281.00 | 3,309.00 | 1,778.00 | 764.00 | 569.00 | 79.00 | 43,565.00 | 34,604 |
| Total Discount | (14.25) | (2,945.00) | (776.25) | (474.00) | (199.00) | (89.75) | (30.00) | (20.75) | (3.25) | (4,552.25) | (3,389) |
| Premium Factor | 0.00 | 290.00 | 10.00 | 6.00 | 4.00 | 2.00 | 0.00 | 3.00 | 1.00 | 316.00 | 220 |
| Council Tax Support Estimate | (42.46) | (7,543.27) | (1,155.36) | (405.84) | (102.46) | (39.95) | (10.74) | (3.76) | 0.00 | (9,303.84) | (6,485) |
| Net Forecast Chargeable Dwellings | 70.29 | 13,080.73 | 5,457.39 | 5,407.16 | 3,011.54 | 1,650.30 | 723.26 | 547.49 | 76.75 | 30,024.91 | 24,950 |
| Prescribed Proportions for each band | 5/9 | 6/9 | 7/9 | 8/9 | 9/9 | 11/9 | 13/9 | 15/9 | 18/9 | | 9/9 |
| Band D Equivalent Properties | 39.05 | 8,720.49 | 4,244.64 | 4,806.36 | 3,011.54 | 2,017.03 | 1,044.71 | 912.48 | 153.50 | 24,949.80 | 24,950 |
| | | | | | | | | | | | |
| | | | | | | Band D Forecast Growth | | | | 230.00 | 230.00 |
| | | | | | | | | | | | |
| | | | | | | Total Forecast Band D Equivalents - Item A | | | | 25,179.80 | 25,180 |
| | | | | | | | | | | | |
| | | | | | | Estimated Collection Rate - Item B | | | | 99.0% | 99.0% |
| | | | | | | | | | | | |
| | | | | | | Tax Base 2021/22 | | | | 24,928.00 | 24,928 |

| Parish Council Tax Bases | | | Appendix 2 |
|--------------------------|--------------------------|---------------------------|---|
| Parish | Current Tax Base 2022/23 | Proposed Tax base 2022/23 | Main Reason for Variation |
| Brierton | 13.2 | 15.1 | - |
| Claxton | 13.6 | 15.3 | - |
| Dalton Piercy | 118.4 | 117.0 | Lower than anticipated housing growth in 2021/22. |
| Elwick | 803.9 | - | Existing Parish will be disbanded |
| Elwick | - | 255.9 | New Parish |
| Greatham | 584.3 | 587.4 | - |
| Hart | 328.6 | 349.3 | Forecast housing growth for 2022/23. |
| Headland | 727.7 | 736.2 | Forecast housing growth for 2022/23. |
| Newton Bewley | 28.9 | 33.0 | Decrease in discounts applied. |
| Wynyard (new) | - | 675.7 | New Parish - continued housing growth. |

FINANCE AND POLICY COMMITTEE

13th December 2021



Report of: Assistant Director (Development and Growth)

Subject: NET ZERO AND CLIMATE CHANGE STRATEGY

1. TYPE OF DECISION/APPLICABLE CATEGORY

For information.

2. PURPOSE OF REPORT

- 2.1 The purpose of the report is to update the Finance and Policy Committee on the international and UK response to climate change, and propose a timetable for the Council's roadmap to achieve its commitment to reach Net Zero emissions by 2030.

3. BACKGROUND

- 3.1 Climate change is a large-scale, long-term shift in the planet's weather patterns. Weather is the temperature, precipitation (rain, hail, sleet and snow) and wind, which change hour by hour, and day by day, climate is the average weather we expect over a long period of time (typically 30 years and longer). The impacts of climate change are devastating and are continually being witnessed globally and locally, ranging from the extinction of some species and the melting of ice caps, to extreme weather patterns threatening our homes, businesses, and communities.
- 3.2 The impacts have been, and are being, experienced here in Hartlepool and the Tees Valley with increased incidence of surface water flooding during more extreme rainfall events such as those in June 2019, the storm damage of February 2020 with increased frequency of high winds, and longer periods of extreme temperatures and heatwaves such as those in June 2020.
- 3.3 It is important to highlight that the response to climate change must not be limited to tackling the cause, but better prepare the Authority and our communities to the impacts and effects that we are already experiencing and anticipate in the future. Therefore our approach must be a combination of:
- Mitigation activity; in order to reduce our direct and indirect impact on the cause of climate change, by reaching zero emissions of carbon and all other greenhouse gases

- Adaptation activity; in order to better prepare the Council, our services and operations, and our resident and business communities, to the known impacts of a changing climate in the years to come.
- 3.4 Internationally, climate change has been recognised as the greatest long-term environmental threat, posing far reaching impacts upon our lives, health and well-being, our economy and natural environment. The most recent Intergovernmental Panel on Climate Change Report (IPCC) report in 2018 highlighted that if global commitments fail to limit temperature warming to 1.5°C above pre-industrial levels, extreme events such as record temperatures, wildfires, crop failure, devastating floods and water shortages will become more frequent and more fierce, and sea levels will rise. Above 1.5°C risks reaching climatic tipping points such as the melting of arctic permafrost resulting in the potential loss of control of the earth's climate and further release of greenhouse gas emissions.
- 3.5 The United Nations Framework Convention on Climate Change (UNFCCC) is the international multilateral agreement that sets the framework for global efforts to address climate change, which was followed by the legally binding Kyoto Protocol in 1997. The Paris Agreement of 2016 was negotiated at COP21, where Parties agreed to keep global average temperature rise to as close as possible to 1.5°C with each Party responsible for deciding its own emission reduction targets, known as 'Nationally Determined Contributions'.
- 3.6 Parties are to submit new Nationally Determined Contributions (NDCs) every five years, including the UK. As it has been five years since the Paris Agreement entered into force, Parties are outlining how much they intend to further reduce emissions at the COP26 summit in Glasgow taking place between 1st – 12th November. The UK has led from the front in the response to climate change with the first Climate Change Act in 2008, the UK Carbon Plan in 2011 and the legally binding commitment to reach Net Zero emissions by 2050 agreed in June 2019.
- 3.7 The UK Net Zero Strategy published in October 2021, (**Appendix 1**, circulated electronically only) now builds on this and sets out policies and proposals for meeting the UK's Carbon Budgets and our ambitious Nationally Determined Contribution (NDC), and then sets out the UK's vision for a decarbonised economy in 2050. The policies are based each emissions sector, to decarbonise:
- Power: Fully decarbonise UK power system by 2035
 - Fuel supply: Deliver 5 GW of hydrogen production capacity by 2030
 - Industry: Deliver four carbon capture usage and storage (CCUS) clusters
 - Heat in buildings: All new heating appliances in homes and workplaces from 2035 being low carbon
 - Transport: Remove all road emissions at the tailpipe and kick-start zero emissions international travel
 - Natural resources: Treble woodland creation rates in England, to 30,000 hectares per year

- 3.8 In the Tees Valley there are huge ambitions, including to become the world's first Net Zero industrial cluster by 2040 and some work has taken place on industrial decarbonisation strategy. There is significant support available for HBC decarbonisation through the BEIS funded North East and Yorkshire Energy Hub including capital and revenue funding for decarbonisation strategy and dedicated Project Manager support for Net Zero pathway development. HBC will utilise this support in the development of the strategy and action plan.
- 3.9 Here in Hartlepool, the Council has historically demonstrated it's committed to tackling the issue through its first Climate Change Strategy 2007 – 2012 and being instrumental in delivering the Tees Valley Climate Change Strategy between 2010 and 2015. Between 2005 and 2019 there has been a 31.7% reduction in greenhouse gas emissions in the Borough from 856.4k tonnes to 584.2k tonnes, and a 35% reduction in emissions per capita. Over the years the Council has been recognised for its demonstrable delivery including the accolade of North East Council of the Year at the recent 2021 national Energy Efficiency Awards. However, we must now set out a bold pathway to Net Zero emissions and have significant challenges to tackle, including the need to possess an accurate current baseline of emissions, set bold milestones and develop a vision and strategy in partnership.

4. THE COUNCILS COMMITMENTS

- 4.1 As set out at Council on 30th July 2020, HBC acknowledges not only the impact of climate breakdown and the findings of the IPCC report 2018, but the requirement for the Authority to respond with clear, decisive action to reduce its own impact and demonstrate leadership in ensuring others follow suit. The Council has a duty to act and develop strong policies to mitigate its impact in cutting emissions but also respond to the known impacts still to be exhibited and adapt our services and better protect all our communities.
- 4.2 On 30th July 2020, a motion received by the Council was moved and seconded, that committed the Council to significant policy and action by a deadline of 2030 in response to the climate crisis. These were:
- A. Declare a 'Climate Emergency'
 - B. Make the Council's activities net-zero carbon by 2030
 - C. Audit the councils current functions and policies
 - D. Achieve 100% clean energy across the Council's full range of functions
 - E. Ensure that all strategic decisions, budgets and approaches to planning decisions are in line with a shift to zero carbon
 - F. Support and work with all other relevant agencies towards making the entire area zero carbon within the same timescale.
 - G. Ensure that political and corporate management teams embed this work ensuring that any recommendations are fully costed and scrutinised by the Finance and Policy Committee taking account of production and consumption

emissions and produce an action plan within 12 months, together with budget actions and a measured baseline.

- H. Request that Finance and Policy Committee consider the impact of climate change and the environment when reviewing Council policies and strategies.
 - I. Work with, influence and inspire partners to help deliver this goal through all relevant strategies, plans and shared resources
 - J. The Council and partners proactively include young people in the process, ensuring that they have a voice in shaping the future.
 - K. Request that the Chair of Finance and Policy Committee convenes a Citizens' Assembly in 2020 in order to involve the wider population in this process.
 - L. Set up a Climate Change Partnership group, involving Councillors, residents, young citizens, climate science and solutions experts, businesses, Citizens Assembly representatives and other relevant parties.
 - M. Report on the level of investment in the fossil fuel industry that HBC pensions and other investments have, and review the Council's investment strategy to give due consideration to climate change impacts in the investment portfolio.
 - N. Ensure that all reports in preparation for the budget and investment strategy will take into account the actions the council will take
 - O. Lobby the UK Government and local MP's to provide the powers, resources and help with funding to make this possible
 - P. Consider other actions that could be implemented, including renewable energy generation and storage, electric vehicle infrastructure efficiency of buildings, address fuel poverty, delivery of net carbon new developments and raise awareness
- 4.3 The Council's necessary response to the Covid pandemic has delayed the development of a timetable to begin working towards achieving the path to Net Zero emissions and improved preparedness to climate change until now. However, in July 2021 a Strategic Development and Sustainability Manager with significant experience and track record in renewables, energy and emissions reductions came into post with strategic responsibility for climate response and Net Zero, and will now lead this work.

5. PROPOSED TIMETABLE

- 5.1 In order to achieve the shift to a 'Net Zero Local Authority' by 2030, the Council is going to need to deliver a far reaching, robust, detailed and costed strategy and action plan, which will need to be developed in partnership with wide ranging stakeholders.
- 5.2 The commitments made in July 2020 range from small scale activity over a short period of time to significant developments that require phasing over a much longer period. The following timetable between now and September 2022 is proposed which sees the development of the Council's first Net Zero Plan and the commitments identified as 'early wins' to be implemented. Others will take much longer to develop with considerable staff resource required from across Directorates and these include supporting all other relevant agencies in making the Borough Zero Carbon, ensuring the Council's

activities are net-zero carbon by 2030, achieving 100% clean energy across the Council's full range of functions and reporting on the level of investment in the fossil fuel industry from HBC investments. These will be delivered under the plans implementation.

5.3 Timetable for development of Net Zero pathway and climate plan:

| Ref: | Commitment | Commence development | Target Completion |
|------|--|----------------------|------------------------------|
| A. | Declare a 'Climate Emergency' | N/A | December 2021 |
| Q. | Develop Corporate Net Zero Project Group of Department champions, chaired by EG&R Committee Chair and | January 2022 | February 2022 |
| R. | Adopt appropriate carbon tool and baseline the Council's Scope 1, 2 and 3 emissions | December 2021 | March 2022 |
| L | Set up a Climate Change Partnership(s) | February 2022 | March 2023 |
| S. | Develop vision, prioritisation and climate objectives with Partnership | March 2022 | May 2022 |
| G | Develop Net Zero and Climate Plan (2022 – 2030) | February 2022 | September 2022 |
| T. | Develop carbon trajectory including milestones and targets 2022 – 2030 | February 2022 | April 2022 |
| H. | Finance and Policy Committee consider the impact of climate change and the environment when reviewing Council policies and strategies. | January 2022 | |
| N. | Ensure that all reports in preparation for future budget and investment strategy consider Net Zero | February 2022 | |
| C. | Audit the councils current functions and policies | March 2022 | December 2022 |
| E. | Ensure that all strategic decisions and budgets are in line with Zero Carbon | April 2022 | |
| J | Proactively include young people in the process (see L – Youth Assembly) | March 2022 | September 2023 (then annual) |
| K. | Chair of Finance and Policy Committee to convene a Citizens' Assembly | June 2022 | Annual |
| I | Work with, influence and inspire partners to help deliver this goal through all relevant strategies, plans and shared resources | May 2022 | |
| O. | Lobby the UK Government and local MP's to provide the powers, resources and help with funding to make this possible | October 2021 | October 2021 |
| U. | Annual Net Zero performance review report | September 2022 | Annual |

5.4 As described in section 4.2, the commitments under the Council motion were made in 2020 and the timetable set out in 5.3 above seeks to accelerate the development of the strategy to set out a path to Net Zero in just over 8 years. However it is prudent between now and the publication of the strategy next year, to regularly review those commitments, many of which are complex in

nature, the resource needed to deliver them and the timetable for their completion.

6. FUNDING AND RESOURCE IMPACT

- 6.1 The action plan to achieve Net Zero emissions is going to present some significant financial challenges as it is developed and delivered over the next 8 years. Notwithstanding that becoming a cleaner, greener and sustainable authority will yield resource efficiencies such as reduced energy consumption, large scale investment, particularly capital, is going to be required to achieve emission cuts, such as fleet replacement.
- 6.2 Over the last 10 years there has been a lack of public sector financial support for decarbonisation, however in the last 18 months the government has made new funding routes available for local authorities such as the Public Sector Decarbonisation Scheme (£1bn in 2020 and £425m in 2021), the Low Carbon Skills Fund (£75m in 2020) and other streams for specific low carbon activity such as the Workplace Charing Scheme are available. The Council secured £282,530 in 2021 from the PSDS for energy efficient lighting, however, this will need to continue and expand and the Council will need to identify and secure significant funding for decarbonisation once the action plan has been developed in 2022.
- 6.3 One of the first priorities early in 2022 will be the establishment of the Council's baseline and trajectory of emissions. There are a number of tools available to HBC including the Setting City Area Targets and Trajectories for Emissions Reduction (SCATTER) tool funded by BEIS. This methodology was developed for Local Authorities to set carbon emissions targets that are consistent with United Nations Paris Climate Agreement, successfully piloted with Greater Manchester Combined Authority and is now available nationally to support all LA's.
- 6.4 The development and delivery of a Net Zero and Climate Plan will not only require financial resource but commitment, time, expertise and delivery from Members and staff across all directorates. This will be quantified in the action plan, which will be collaboratively developed between January and September 2022 in the proposed timetable.

7. OTHER CONSIDERATIONS

| | |
|-------------------|--|
| Risk Implications | Risks associated with not responding adequately to the climate crisis are primarily reputational in the short term, and financially and service delivery in the longer term and is considered as low to medium risk at present. The process proposed in this report if delivered is sufficient to control and reduce risk. |
|-------------------|--|

| | |
|--|---|
| Financial Considerations | There are financial considerations that will need to be detailed in the development of a Net Zero and Climate Plan including the cost of not reducing consumption and emissions, and the level of investment required to design out emissions from services and operations. |
| Legal Considerations | There are currently no statutory duties on Local Authorities to respond to climate change or emissions reductions, only voluntary 'obligations' for emissions reporting |
| Consultation | The report proposes the establishment of a number of consultation and engagement mechanisms over the next 10 months |
| Child/Family Poverty Considerations | The development of the Net Zero Plan should prioritise tackling fuel poverty and ensuring energy security for the most vulnerable households |
| Equality and Diversity Considerations | To be prioritised as part of the consultation and engagement mechanisms |
| Section 17 of The Crime And Disorder Act 1998 Considerations | No relevant issues |
| Staff Considerations | Staff resource will need to be identified during the development of the plan to champion and take forward emissions reductions actions across departments |
| Asset Management Considerations | The review of our operation of our assets will form a key component of the Net Zero Plan |

8. RECOMMENDATIONS

8.1 Members are asked to:

- Note the contents of the report
- Approve the proposal to develop a Net Zero and Climate Plan by September 2022 as set out in the report

9 REASONS FOR RECOMMENDATIONS

- 9.1 Hartlepool Borough Council has committed to be a Net Zero Authority by 2030. The Local Government Association (LGA) and BEIS recognise that action on energy efficiency and carbon reduction by Local Authorities yields significant benefits for residents and businesses. Leadership is needed at both the national and local level to meet UK energy and climate change objectives saving residents and businesses money on energy bills, generating income from local energy schemes, driving growth through investment and jobs in low carbon industries and protecting communities from climate impacts.

10. BACKGROUND PAPERS

10.1 UK Net Zero Strategy 2021.

11. CONTACT OFFICER

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Sign Off:-

- Managing Director ☒
- Director of Resources and Development ☒
- Chief Solicitor/Monitoring Officer ☒

6.2 - Net Zero and Climate Change Strategy – Appendix 1 – Please see separate document.

FINANCE AND POLICY COMMITTEE

13th December 2021



Report of: Director of Resources and Development

Subject: STRATEGIC FINANCIAL MANAGEMENT REPORT
- AS AT 31st October 2021

1. TYPE OF DECISION/APPLICABLE CATEGORY

Budget and Policy Framework.

2. PURPOSE OF REPORT

2.1 The purpose of this report is to inform Members of:

- i) 2021/22 Forecast General Fund Outturn;
- ii) Corporate Income Collection Performance; and
- iii) 2021/22 Capital Programme Monitoring.

3. BACKGROUND AND FINANCIAL OUTLOOK

3.1 The continuation of the Covid pandemic, the resulting extension of lock down restrictions and subsequent phased reopening of the economy will continue to have a financial impact on councils in 2021/22. The impact should be significantly less than in 2020/21, although it is still unclear how long some of these issues will last. These issues continue to be driven by five key factors:

- Increased expenditure
- Reduced service income
- Uncertainty regarding Local Council Tax Support (LCTS) eligible households
- Reduced Business Rates income
- Reduced Council Tax income from housing growth

3.2 As reported to Finance and Policy Committee (25.01.21) and Council (25.02.21) the Government announced a final allocation for local authorities of £1.55 billion of additional un-ringfenced funding for Covid-19 financial pressures. The Council has been allocated £3.178m. The Government has indicated this is the final Covid grant they will pay to councils.

- 3.3 This is one off funding and the Government expects the funding to be focused on Covid pressures impacting on adult social care, children's services, public health services, households waste services, shielding the clinically vulnerable, homelessness and rough sleeping, domestic abuse, managing excess deaths, support for re-opening this country and the additional costs associated with the local election in May 2021.
- 3.4 At the time the budget report was considered the impact of Covid was continuing to change, including the impact of the statement made by the Prime Minister on 4th January 2021 regarding the new variant of the virus and the resulting further restrictions.
- 3.5 In view of this uncertainty it was, and remains, unclear what level of additional service demands / costs and ongoing income reductions the Council will face during 2021/22 and 2022/23 against this grant. This position will continue to be monitored closely over the winter period.
- 3.6 Finance and Policy Committee and Council approved the recommendation that no commitments were made against the grant as part of the budget setting process for 2021/22. It was noted that the position would continue to be monitored closely and that any detailed proposals for using this grant are reported to Finance and Policy Committee for consideration and approval.
- 3.7 **Income impacts**
- 3.8 The impact of Covid on service income is greater than anticipated and this reflects the extended lock down arrangements and resulting lifting of restrictions. Income is recovering more slowly than previously anticipated and some of these impacts may not recover until 2022/23. The position will continue to be monitored closely over the remainder of the year and the forecast outturn assumes no further significant restrictions are implemented over the winter period, which would increase income reductions.
- 3.9 The continuing impact of Covid has been recognised by the Government and the income compensation scheme was extended to June 2021. This scheme provides a grant of 71% for eligible income losses. Councils fund the remaining 29% and any losses continuing for the remainder of the year. These income losses will also need to be funded from the 2021/22 Covid grant.
- 3.10 **National Pay Award**
- 3.11 In line with the Chancellor's announcement of a public sector pay pause, other than for NHS staff who had been awarded a 3% increase and up to £250 for people earning below £25,000, no provision has been made in the 2021/22 budget for a pay increase.
- 3.12 The MTFs report advised Members that this was a potential risk as each 1% increase equates to a recurring cost pressure of £0.5m.

- 3.13 The National Employers Organisation has made a pay offer of 1.75% - an unfunded cost pressure of £0.875m for 2021/22. This offer has been rejected by the Trade Unions and they are currently balloting their members on potential further action.
- 3.14 For planning purposes a strategy will need to be developed to fund the unbudgeted cost in 2021/22. From 2022/23 a permanent strategy will need to be developed as the recurring impact increased the previously forecast budget deficit. At this stage it is recommended the strategy is based on funding a 1.75% increase, noting the risk the actual increase may be higher, and seeks to fund by:
- Minimising 2021/22 expenditure where possible and does not impact on service deliver;
 - With the balance funded from the £3.2 million Covid grant referred to earlier. This will require existing eligible spending to be earmarked against this grant to then release reserves already allocated to supporting the 2021/22 budget.
- 3.15 **Adult and Community Based Services**
- 3.16 **Youth Employment Initiative – Funding Extension**
- 3.17 The Tees Valley Pathways & Routeways YEI Programmes which commenced in 2015 were both due to end in July 2022. Following discussions between the Council, the Department for Work & Pensions (Managing Authority) and Tees Valley Combined Authority (TVCA) the Programmes will now continue for a further year until July 2023. The overall contract value was originally £28.1m.
- 3.18 The Programmes are managed by the Council and delivered across Tees Valley by a consortium including the other Tees Valley Councils and partners from the public, private and voluntary sectors.
- 3.19 The Programmes support unemployed/economically inactive young people aged 16 to 29 across Tees Valley to find employment. To date over 9,600 individuals have been supported with over 4,700 progressing into a positive destination e.g. Employment.
- 3.20 Although the Routeways Programme is being extended by a further year with delivery to 31st July 2023 and financial closure by 31st December 2023 there is currently no additional funding for this Programme. However, in relation to the Pathways Programme, an additional £3.81m of grant funding will be received (including TVCA match funding of £0.95m) resulting in the 12 month extension with delivery to 31st July 2023 and then financial closure by 31st December 2023. This is being funded at no additional cost to the Council and means an overall contract value for both programmes of £31.9m.
- 3.21 **Infection Control and Testing Fund**
- 3.22 Specific COVID-19 funding was provided to Councils by the DHSC in 2020/21 for the adult social care residential and community care sectors via Infection Control, Rapid Testing and Workforce Capacity Grants.

- 3.23 An Infection Control and Testing Fund grant allocation of £0.715m was provided to the Council for the period 1st April 2021 to 30th June 2021 to support the adult social care sector in 2021/22. Subsequently, a further allocation of £0.521m was received for the period 1st July 2021 to 30th September 2021.
- 3.24 It has now been confirmed that a new grant called “Infection Control and Testing Fund” will be received to fund eligible expenditure by the adult social care sector between the period 1 October 2021 and 31 March 2022. Hartlepool’s allocation is £0.823m.
- 3.25 This funding consists of three distinct allocations – infection prevention and control (IPC) funding, vaccines funding (for both COVID-19 and flu) and testing funding.
- 3.26 The purpose of this fund is to support adult social care providers, including those with whom the local authority does not have a contract, to:
- reduce the rate of COVID-19 transmission within and between care settings through effective infection prevention and control practices and increase COVID-19 and flu vaccine uptake among staff; and
 - conduct testing of staff and visitors in care settings to identify and isolate positive cases, and in order to enable close contact visiting where possible.
- 3.27 The grant is ring-fenced for the specific purposes above and providers are required to submit returns identifying spend which will be collated and submitted by the Council in statutory claim forms to the Department for Health and Social Care.
- 3.28 **Workforce Recruitment and Retention Fund**
- 3.29 The adult social care winter plan published on 3 November 2021 set out the support the government will be providing to the adult social care sector to meet the challenges it faces this winter. The plan included a commitment to providing workforce recruitment and retention funding, originally announced on 21 October 2021, to support local authorities and providers to recruit and retain sufficient staff over winter, and support growth and sustain existing workforce capacity.
- 3.30 The main purpose of the Workforce Recruitment and Retention Fund is to support local authorities to address adult social care workforce capacity pressures in their geographical area through recruitment and retention activity this winter, in order to:
- support providers to maintain the provision of safe care and bolstering capacity within providers to deliver more hours of care
 - support timely and safe discharge from hospital to where ongoing care and support is needed
 - support providers to prevent admission to hospital.

3.31 Summary of 2021/22 Forecast General Fund Outturn

- 3.32 The current forecast outturn position is summarised below and this shows total commitments against the 2021/22 Covid grant of £2.166m, which reflects support of the Adult Care Sector, income shortfalls arising from the impact of Covid, higher Looked after Children caseload than is provided in the base budget which is owing to the impact of Covid and the national pay award. The opening of an additional children's home will reduce the ongoing costs in relation to Looked after Children. This is a slight reduction in the commitment reported at Quarter 1. After reflecting these commitments this leaves uncommitted 2021/22 Covid grant of £1.012m to manage further potential Covid financial impacts over the remainder of the year. The position is summarised below and on **Appendix A** and details can be found in **Appendices B to E**:

| | Net Forecast - Overspend/ (Underspend) |
|--|--|
| | £'000 |
| Adult & Community Based Services | (16) |
| Children's & Joint Commissioning | 730 |
| Neighbourhood & Regulatory Services | 685 |
| Resources & Development - Dev & Growth | 40 |
| Resources & Development | (79) |
| Corporate | 375 |
| Pay Award | 875 |
| Total Forecast Budget Overspend | 2,610 |
| Quarter 1 COVID Lost Income Grant | (444) |
| Current Commitment against 2021/22 COVID Grant | 2,166 |

- 3.33 The Shop Hartlepool initiative is designed to promote Hartlepool business and to encourage people to use local shops, services and restaurants. The initiative has been funded from the Government's Reopening the High Street Safely Fund and European Regional Development Fund. It is proposed to provide further one off funding of £12,000 to continue to support this initiative through 2022/23 and to fund this from the 2021/22 uncommitted Covid grant.
- 3.34 Energy market pressures are continuing and now expected to last into 2023/24, before reducing in 2024/25 – although this cannot be guaranteed. The projected cost of the increase over this time period is £1.4m. The MTFS for 2022/23 is proposing funding £0.200m leaving a shortfall of £1m. It is proposed to use the remaining £1m of uncommitted Covid grant to fund this which will minimise the recurring budget pressure that needs to be included in the 2022/23 base budget and provide temporary funding whilst energy markets remain volatile increased

energy costs to avoid this impacting on the revenue budget in 2021/22 and reduce the budget pressures in 2022/23.

4. Business Rates Income

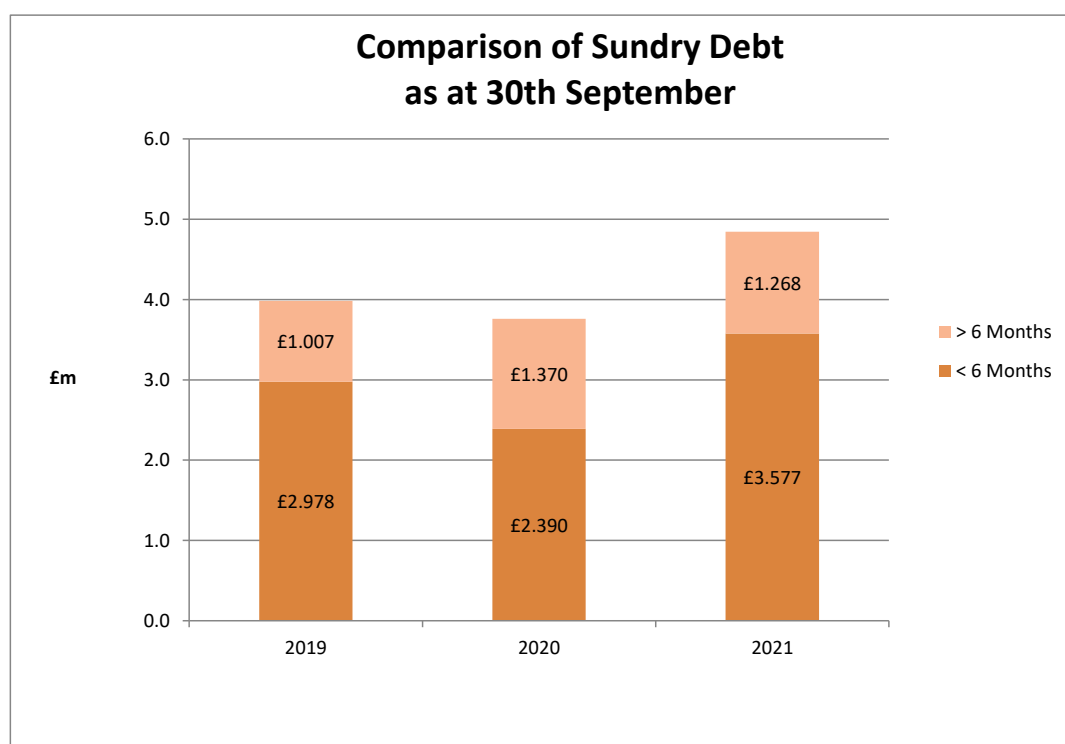
- 4.1 The government has continued to support businesses into 2021/22 in response to the pandemic. The Chancellors Budget held on 4th March extended the existing relief for three months, providing 100% discount for Retail, Hospitality, Leisure and Nursery premises from 1st April to 30th June. For the rest of the year (1st July to 31st March 2022) a 66% relief will apply, capped at either £0.105m or £2m per business, dependent on whether it was required to be closed on 5 January 2021. As with 2020/21 this results in a significant reduction in collectable business rates, but with full compensation by Government via a Section 31 grant. However, the operation of the collection fund means that a significant deficit will arise in year with the Section 31 grants set aside as a “technical” reserve to make good this deficit in 2022/23. It would have been clearer if the accounting regulations has been revised for the impact of Covid and the income shortfall and compensating Section 31 grant to be recognised in the Collection Fund in 2021/22 – rather than the accounting being delayed to 2022/23.
- 4.2 With the exception of the Additional Restrictions Grant, all Covid business support grant schemes are now closed. Post payment assurance work is on-going as required by government guidelines.
- 4.3 At the 31st October 2021 the Council had collected 56.38% of the 2021/22 liability. This compares to 59.64% as at the same point in 2020/21 and 60.12% in 2019/20. However the collection statistics aren't fully comparable due to the 3 month relief period which has, in effect, shifted the collection phasing towards the back end of the year for those businesses in receipt of relief. The Council has recently commenced recovery and enforcement action for outstanding Business Rates and as such it is envisaged that collection rates will recover during the remainder of the year.
- 4.4 At this stage in the financial year a deficit on the Collection Fund is forecast as a result of the technical reliefs outlines in 4.1 and a carry forward of the 2020/21 deficit associated with the reduced collection rate. Both of these issues have received government compensation and a three year spreading mechanism is in place. No additional in year deficit is forecast at this stage.
- 4.5 An update will be provided at third review on both collection and forecast collection fund outturn taking into account the latest position on reliefs awarded

4.6 Council Tax

- 4.7 Whilst collection figures for Council Tax are showing recovery from the pandemic, there remains a number of challenges on both collection rates and the overall collection fund position.
- 4.8 As at the 31st October 2021 the Council had collected 60.0% of the 2021/22 liability, compared to 59.92% for the previous year. For 2019/20 the corresponding figure was 62.85%. The collection rate has been impacted by the

supportive approach we have continued to adopt as the economy recovered. Normal recovery and enforcement action has now commenced, albeit the availability of court dates and restrictions on the cases presented continue to impact on recovery.

- 4.9 There remains uncertainty in relation the number of households eligible for LCTS and the impact of the recent ending of the furloughing scheme. The Council Tax Base for the year assumed an increase in the LCTS caseload during the year. To date this has not materialized, albeit there has been a small increase in working age claimants during September and October. At the end of October the caseload remained steady at 13,573 of which 9,012 were working age.
- 4.10 There remains considerable uncertainties, however, an in year surplus on the Collection Fund is currently forecast. As the collection fund brought forward a deficit, this in year surplus will assist in bringing the position back into line over the three year spreading period. An update on the collection performance and forecast collection fund outturn will be provided at the third review.
- 4.11 **Sundry Debts**
- 4.12 The Council also collects significant Sundry Debts income for the payment of services provided by the Council. In total £17.82m of sundry debts were raised in the first six months of 2021/22. As at 31st October 2021, £16.27m (91.3%) of this amount had been collected.
- 4.13 Robust procedures for collecting the remaining outstanding debt are in place. The following graph shows the comparable positions at 30th September for the last three years for long term debt and current debt which has been outstanding for less than six months.



- 4.14 Debtors totalled £4.845m as at 30th September 2021, of which £3.577m (73.8%) relates to current debts (less than 6 months old).
- 4.15 Included within current debts (less than 6 months old) is debt where the customer has been invoiced for the whole of 2021/22 but payment is to be received in instalments throughout the year.
- 4.16 Debts greater than 6 months old total £1.268m. 91.24% (£1.157m) of this amount is under recovery action and 8.76% (£0.111m) is now considered unrecoverable and will be reported to Members for write off later in the year.

5. 2020/21 Capital Programme Monitoring

- 5.1 Capital Expenditure for all Departments to the 31st October 2021 is summarised in the table below.

| Department | BUDGET | EXPENDITURE IN CURRENT YEAR | | | | |
|---|-------------------|-------------------------------------|-------------------------------------|---|--|---|
| | A | B | C | D | E | F |
| | 2021/22 Budget | 2021/22 Actual as at 31/10/21 | 2021/22 Expenditure Remaining | Expenditure Rephased into 2022/23 | (B+C+D) 2021/22 Total Expenditure | (E-A) 2021/22 Variance from Budget |
| | £'000 | £'000 | £'000 | £'000 | £'000 | £'000 |
| Adult & Community Based Services | 30,152 | 1,349 | 4,882 | 23,992 | 30,223 | 71 |
| Children's & Joint Commissioning Services | 8,987 | 1,892 | 7,073 | 22 | 8,987 | 0 |
| Neighbourhoods & Regulatory Services | 30,273 | 2,018 | 8,570 | 19,685 | 30,273 | 0 |
| Resources & Development | 2,479 | 104 | 1,967 | 408 | 2,479 | 0 |
| Corporate | 1,471 | 207 | 1,130 | 134 | 1,471 | 0 |
| Total Capital Expenditure | 73,362 | 5,570 | 23,622 | 44,241 | 73,433 | 71 |

- 5.2 Actual expenditure to 31st October, 2021 was £5.570m, compared to a 2021/22 budget of £73.362m; £44.241m has been rephased to 2022/23 leaving £23.622m to be spent during the remainder of 2021/22. The rephased amount reflects the expected profile of expenditure to be incurred and resources will be rephased accordingly. The main items included within this are:
- Highlight – New Leisure Centre - £20.533m
 - Waterfront Infrastructure Works - £1.736m
 - DSO Vehicle Purchase - £0.981m
 - A19 Grade Separated Junction Elwick By-Pass and Hartlepool Western Link - £17.45m
 - Local Transport Plan (LTP) - £0.732m
- 5.3 There is a longer lead in time for capital schemes and therefore it is not unusual for expenditure to be low at this stage of the year.
- 5.4 There is expected to be an overspend on the Adult and Community based services scheme, Stranton Allotments Clearance. Clearance work at Stranton allotments to allow the cemetery site to be extended is currently forecast to be overspent by £71,000. The overspend has arisen as a result of more extensive

clearance works being required than first anticipated as a result of the ground conditions. It is proposed that this overspend will be funded by an RCCO from the Cemeteries & Crematoriums revenue budget.

- 5.5 Detailed financial information on the capital programme for individual Departments by Committee is provided in **Appendices F to J**.

5.6 Section 106 Developers Contributions

- 5.7 The level of contributions for housing and non - housing service areas as at 31st October 2021 is summarised in the following table. A detailed breakdown is included in **Appendix K**.

6. CONCLUSION

- 6.1 The forecasts in this report are based on experience of the first seven months of this financial year, which in normal circumstances are not a reliable indication for the year end position owing to the impact of seasonal winter factors for many service areas. The continuing impact of Covid makes this position even more uncertain.
- 6.2 Changes in external factors, including continued support to Social Care, increased income reductions owing to the prolong impact of Covid, a national pay award and a significant increase in energy costs mean that the whole of the £3.178m Covid grant will be committed in the current year. If this grant had not been provided by the Government the Council would have had to make in year budget reductions.

7. RECOMMENDATIONS

- 7.1 Members are asked to note the report.
- 7.2 Approve the allocation of the uncommitted 2021/22 COVID grant to fund the following issues noting this will fully commit this one off funding.
- The forecast General Fund overspend of £2.166m, which will protect services and avoid the need for in year budget cuts.
 - To allocate £1m to fund increased gas and electricity costs over the period 2021/22 to 2023/24, which will minimise the recurring budget pressure that needs to be included in the 2022/23 base budget and provide temporary funding whilst energy markets remain volatile.
 - To earmark £12,000 to support the Shop Hartlepool initiative.

8. REASONS FOR RECOMMENDATIONS

To keep Finance and Policy Committee updated on the Council's 2021/22 financial position.

9. CONTACT OFFICER

Chris Little
Director of Resources and Development
Chris.little@hartlepool.gov.uk
01429 523002

Sign Off:-

| | |
|---------------------------------------|-------------------------------------|
| Managing Director | <input checked="" type="checkbox"/> |
| Director of Resources and Development | <input checked="" type="checkbox"/> |
| Chief Solicitor | <input type="checkbox"/> |

Summary of 2021/22 Forecast General Fund Outturn

| | Net Forecast - Overspend/ (Underspend) |
|--|---|
| | £'000 |
| Adult & Community Based Services | (16) |
| Children's & Joint Commissioning | 730 |
| Neighbourhood & Regulatory Services | 685 |
| Resources & Development - Dev & Growth | 40 |
| Resources & Development | (79) |
| Corporate | 375 |
| Pay Award | 875 |
| Total Forecast Budget Overspend | 2,610 |
| Quarter 1 COVID Lost Income Grant | (444) |
| Current Commitment against 2021/22 COVID Grant | 2,166 |

REVENUE FINANCIAL MONITORING REPORT FOR FINANCIAL YEAR 2021/22 as at 31 October 2021

| Approved 2021/2022 Budget £'000 | Description of Service Area | Forecast Outturn Adverse/ (Favourable) £'000 | Director's Explanation of Variance |
|---|--|---|--|
| Finance and Policy Committee | | | |
| (164) | Benefits | (77) | Favourable variance owing to vacant posts. |
| (987) | Central Administration Recharges | 0 | |
| 128 | Communications and Marketing | 57 | The adverse variance is owing to a reduction in income generation. |
| 1,015 | Corporate Finance | (180) | The favourable variance is owing to vacant posts, posts not being at the top of the grade. |
| 580 | Corporate Strategy & Public Consultation | (9) | Favourable variance owing to posts not being at the top of the grade and some supplies and services savings. |
| (143) | Council Tax & Housing Benefits Subsidy | 100 | The grant generates £25m in subsidy, but the grant is reducing along with the current transfer rate of claimants across to Universal Credit. The anticipated variance is based on the Mid Year Review, submitted to DWP. |
| 960 | Customer and Support Services | (50) | Favourable variance owing to vacant posts and posts not being at the top of the grade. |
| 222 | Strategic Development and Sustainability | 0 | |
| 293 | Economic Growth | 0 | At this stage the expected income shortfalls for Business Support Units such as the BIS can be offset by savings on non-staffing costs and limiting budgeted spend on equipment and building alterations. |
| 501 | Human Resources & Health and Safety | (10) | Favourable variance owing to vacant posts and posts not being at the top of the grade. |
| 233 | Internal Audit | 0 | |
| (129) | Registration Services | 60 | The adverse variance is owing to a reduction in income generation on both birth and death registration resulting from services being |
| 966 | Revenues | (18) | The favourable variance is owing to vacant posts, this is partly offset by additional credit card commission charges. |
| (516) | Revenue & Benefits Central | 125 | An adverse variance owing to a reduction in the grant for Non Domestic Rates of £24k, along with an adverse variance on Court Costs collected. |
| 519 | Shared Services | (40) | The favourable variance is owing to vacant posts, and some posts not being at the top of the grade. |
| (92) | Strategic Asset Management | 40 | The adverse variance relates income shortfalls in relation to fees including capital receipt fee income. |
| 10 | Training & Equality | 0 | |
| 414 | Corporate Management Running Expenses | (44) | The favourable variance is owing to savings on the Corporate Subscriptions budget and savings on the Trade Union budget. |
| 3,810 | Resources & Development | (46) | |
| 39 | Civic Attendants | 0 | |
| 165 | Democratic | (7) | The favourable variance is owing to reduced hours on one post. |
| 527 | Legal Services | 0 | |
| 163 | Municipal Elections and Registration of Electors | 0 | |
| (6) | Other Office Services | 0 | |
| 105 | Procurement | 14 | The adverse variance is owing to a reduction in income. |
| (82) | Reprographics | 0 | |
| 93 | Scrutiny | 0 | |
| 129 | Support to Members | 0 | |
| 1,133 | Legal | 7 | |
| 4,943 | Finance and Policy Committee Total | (39) | |

PLANNED USE OF RESERVES

The above figures include the 2021/2220 approved budget along with the planned use of Departmental Reserves created in previous years.
The details below provide a breakdown of these reserves

| Approved 2021/2022 Budget £'000 | Description of Service Area | Actual Usage 2021/2022 £'000 | Variance Over/ (Under) £'000 | Director's Explanation of Variance |
|---|---|--|--|------------------------------------|
| Finance and Policy Committee | | | | |
| 30 | BIS Income | 30 | 0 | |
| 10 | Digital Development of Firmstep | 10 | 0 | |
| 47 | Finance - IT Investment Shared Services | 47 | 0 | |
| 5 | Registrars | 5 | 0 | |
| 85 | Department Ring Fenced Grants | 85 | 0 | |
| 177 | Total | 177 | 0 | |

REVENUE FINANCIAL MONITORING REPORT FOR FINANCIAL YEAR 2021/22 as at 31 October 2021

| Approved 2021/2022 Budget | Description of Service Area | Forecast Outturn Adverse/ (Favourable) | Director's Explanation of Variance |
|------------------------------|--|--|---|
| £'000 | | £'000 | |
| Children's Committee | | | |
| 123 | Access to Education | 0 | |
| 172 | Central Support Services | 0 | |
| 20,603 | Children and Families | 785 | The adverse variance mainly relates to an increase in the numbers of children required to be placed in external residential placements which, by their nature, are high cost. |
| 1,607 | Early Intervention | (210) | The favourable variance mainly relates to delays in awarding a housing related support contract and some increased grant income. |
| 487 | Other School Related Expenditure | 0 | |
| 1 | Play & Care | 60 | The adverse variance relates to reduced income as a result of COVID. |
| 437 | Raising Educational Achievement | 180 | The adverse variance relates to reduced income |
| 294 | Special Needs Services | 0 | |
| 286 | Standards, Engagement & Development | (30) | The favourable variance mainly relates to forecast underspends against the training and development budgets arising from the impact of COVID. |
| 1,164 | Strategic Commissioning | 25 | |
| 372 | Strategic Management | (30) | Savings relate to supplies and services |
| 273 | Youth Justice Service | (20) | Underspend to be transferred to YJS reserve as partnership budget |
| 316 | Youth Service | (50) | Savings linked to staffing where staff are not at top of grade |
| | | | |
| 0 | Contribution to Youth Justice Service Reserve | 20 | |
| | | | |
| 25,840 | Children's and Joint Commissioning Services | 730 | |
| Public Health Grant | | | |
| 3,920 | Children's Services | 0 | |
| 2,377 | Substance Misuse Services | (40) | The favourable variance mainly relates to staff vacancies and incremental drift. |
| 1,464 | General Public Health Support Services | (100) | The favourable variance mainly relates to the vacant 'Deputy Director of Public Health' post. |
| 655 | Sexual Health Services | 20 | The adverse variance relates to the one-off contribution to the Sexual Health collaborative regarding the commissioning of the new contract. |
| 296 | Physical Activity | 0 | |
| 166 | Mental Health | 0 | |
| 110 | Health Checks | (30) | The favourable variance mainly relates to reduced activity earlier in the year as a result of COVID. |
| 98 | Obesity | 0 | |
| (9,086) | Public Health Grant | 0 | |
| | | | |
| 0 | Contribution to Ring-Fenced Public Health Reserve | 150 | Any underspend against the Public Health grant is transferred to the ring-fenced Public Health grant reserve to support activity in future years. |
| | | | |
| 0 | Public Health Grant | 0 | |
| 25,840 | Children's and Joint Commissioning Services Total (inc Public Health Grant) | 730 | |

CHILDREN'S & JOINT COMMISSIONING SERVICES
PLANNED USE OF RESERVES

7.1 Appendix C

The above figures include the 2021/2022 approved budget along with the planned use of Departmental Reserves created in previous years.

The details below provide a breakdown of these reserves

| Approved 2021/2022 Budget £'000 | Description of Service Area | Actual Adverse/ (Favourable) £'000 | Variance Over/ (Under) £'000 | Director's Explanation of Variance |
|---|--|--|--|------------------------------------|
| Children's Committee | | | | |
| 167 | Multi-Agency / Community Support Team | 167 | 0 | |
| 59 | Signs of Safety / Fostering | 59 | 0 | |
| 226 | Children's and Joint Commissioning Services Total (inc Public Health Grant) | 226 | 0 | |

| MEMO:- | Dedicated Schools Grant | Actual Outturn Adverse/ (Favourable) | Director's Explanation of Variance |
|---------------|--------------------------------------|--|---|
| 6,365 | Early Years Block | (88) | Savings against both 2 year old and 3-4 year old entitlements are anticipated |
| 12,689 | High Needs Block | 121 | The adverse variance is primarily linked to Independent School Fees |
| 24,172 | Schools Block | 20 | Staffing costs within the Admissions Services are expected to exceed budget |
| 43,225 | TOTAL Dedicated Schools Grant | 54 | |

REVENUE FINANCIAL MONITORING REPORT FOR FINANCIAL YEAR 2021/22 as at 31 October 2021

| Approved 2021/2022 Budget £'000 | Description of Service Area | Forecast Outturn Adverse/ (Favourable) £'000 | Director's Explanation of Variance |
|---|---|---|--|
| Adult & Community Based Services Committee | | | |
| 150 | Adult Education | (85) | The favourable variance mainly relates to salary savings arising from staff secondments. |
| 20 | Archaeology | 30 | The adverse variance relates to reduced income as a result of COVID. |
| 1 | Carers & Assistive Technology | 0 | |
| (186) | Coast, Countryside & Heritage | 100 | The adverse variance mainly relates to lower crematorium fee income compared to the budget and that received last financial year. |
| 2,457 | Commissioning - Adults | (100) | The favourable variance mainly relates to early achievement of 2022/23 savings. |
| 1,424 | Community Hubs | 100 | The adverse variance reflects a budget pressure linked to proposed closure of branch libraries in 2018/19 and reduced income as a result of COVID, partly offset by staff vacancies and incremental drift. |
| 757 | Cultural Services | 225 | The adverse variance mainly relates to reduced income across the Town Hall Theatre (which has been closed all year) and Borough Hall as a result of COVID. |
| 269 | Departmental Running Costs | 20 | The adverse variance mainly relates to the additional staffing capacity being funded from the overall outturn rather than using reserves. |
| 570 | Direct Care & Support Team | (35) | The favourable variance relates to staff vacancies and incremental drift. |
| 0 | Employment & Skills | 0 | |
| 74 | General Allotments | (5) | |
| 693 | LD & Transition Social Work | (25) | The favourable variance relates to staff vacancies and incremental drift. |
| 1,774 | Locality & Safeguarding Team | 75 | The adverse variance mainly relates to the unfunded costs of Deprivation of Liberty Safeguards (which introduced new statutory responsibilities on Council's following a Supreme Court Judgement in 2014) partly offset by staff vacancies and incremental drift within the Social Care teams. |
| 1,099 | Mental Health Services | 0 | |
| 1,349 | OT & Disability Equipment | (130) | The favourable variance relates to OT equipment and the minor adaptations budgets with COVID impacting access to clients |
| 1,498 | Packages of Care - Mental Health | (200) | The favourable variance reflects the current position following a review of packages of care, including clients becoming fully health funded. |
| 11,299 | Packages of Care - Older People | (265) | The favourable variance mainly relates to clients discharged from hospital during the year requiring a care package being either fully or part funded by specific external COVID related funding. This is an estimate and the projection will be revised as the year progresses. |
| 9,703 | Packages of Care - Working Age Adults | (620) | The favourable variance reflects the current position following a review of packages of care, including clients moving into Older People budgets as a result of their age and care needs. This is an estimate and the projection will be revised as the year progresses. |
| 574 | Sports, Leisure & Rec Facilities | 410 | The adverse variance relates to reduced income for the first half of the year across all facilities from closure and then a phased re-opening as a result of COVID. |
| 0 | Support for Social Care Providers | 564 | COVID Recovery Support Payments and Occupancy Support Payments to be fully funded from the 2021/22 COVID Grant. |
| 950 | Working Age Adult Day Services | (75) | The favourable variance mainly relates to staff vacancies and incremental drift. |
| 34,475 | Adult & Community Based Services Committee Total | (16) | |

PLANNED USE OF RESERVES

The above figures include the 2021/2022 approved budget along with the planned use of Departmental Reserves created in previous years.
The details below provide a breakdown of these reserves

| Approved £'000 | Description of Service Area | Actual Usage £'000 | Variance Over/ £'000 | Director's Explanation of Variance |
|---|---|-----------------------|-------------------------|---|
| Adult & Community Based Services Committee | | | | |
| 5 | Carers Contract | 5 | 0 | |
| 53 | Community Led Support Project | 53 | 0 | |
| 10 | Events | 70 | 60 | Reserve will be used to fund net costs of the Waterfront Festival, Horticultural Show and Christmas Lights. |
| 67 | Sport & Recreation Posts | 67 | 0 | |
| 135 | Adult & Community Based Services Committee Total | 195 | 60 | |

REVENUE FINANCIAL MONITORING REPORT FOR FINANCIAL YEAR 2021/22 as at 31 October 2021

| Approved 2021/2022 Budget | Description of Service Area | Forecast Outturn Adverse/ (Favourable) | Director's Explanation of Variance |
|------------------------------|---|--|---|
| £'000 | | £'000 | |
| (218) | Building Design Team | 250 | The adverse variance relates to a forecast shortfall in fee income from capital schemes. |
| (792) | Car Parking | 0 | |
| 963 | Community Safety & Engagement | (50) | Savings on various non-pay budgets such as mileage, printing, office consumables in addition to borrowing costs on CCTV rephased capital expenditure |
| (133) | Construction Support Services | 0 | |
| 83 | Construction Team | 0 | |
| 312 | Engineering & Design | 0 | |
| 2,795 | Environmental Services | 0 | |
| 1,083 | Facilities Management | 150 | Adverse variance is in relation to school catering income losses as result of pupils isolating owing to COVID, offset by favourable variance in relation to Building Cleaning. |
| (306) | Highways Trading | 0 | |
| 2,640 | Highways & Transportation | 0 | |
| 1,651 | Passenger Transport | 75 | Work is ongoing to quantify an accurate outturn forecast that reflects income losses from non SLA private hire and the cost pressures resulting from the increased number of routes for out of town SEN provision. |
| 332 | Planning & Development | 140 | The adverse variance relates to a forecast shortfall in planning income. |
| 863 | Public Protection | 20 | The adverse variance is owing to a shortfall in Licensing income. |
| 133 | Road Safety | 0 | |
| 394 | Strategic Management & Admin | 0 | |
| 926 | Street Lighting | 30 | Relates to energy costs and assumes a similar level of consumption and rates compared to last year which may yet be offset with other savings within Highways, which will be closely monitored and updated as the year progresses. |
| 2,463 | Sustainable Transport Concessionary Fares | (200) | Favourable variance relates to the anticipated contract for the current year being below the base budget provision. |
| (81) | Vehicle Fleet | (100) | The favourable variance relates to lower borrowing costs owing to the rephasing of vehicle replacements. The delivery of new vehicles has been delayed as a result of the pandemic but so far the savings have still outweighed the additional costs of ageing vehicles and resulting increasing repair requirements. |
| 5,197 | Waste & Environmental Services | 370 | The forecast adverse variance includes costs in relation to social distancing that are currently assumed to continue for the rest of the year. |
| 18,304 | Neighbourhoods & Regulatory Total | 685 | |

PLANNED USE OF RESERVES

The above figures include the 2021/2022 approved budget along with the planned use of Departmental Reserves created in previous years.

The details below provide a breakdown of these reserves

| Approved 2021/2022 Budget | Description of Service Area | Actual Usage 2021/2022 | Variance Over/ (Under) | Director's Explanation of Variance |
|------------------------------|-----------------------------------|---------------------------|---------------------------|------------------------------------|
| £'000 | | £'000 | £'000 | |
| 16 | Public Health - Public Protection | 16 | 0 | |
| 16 | Total | 16 | 0 | |

CAPITAL MONITORING REPORT PERIOD ENDING 31st OCTOBER 2021

| Project Code | Scheme Title | BUDGET | EXPENDITURE IN CURRENT YEAR | | | | | Type of Financing | 2021/22 COMMENTS |
|----------------------------------|---|-------------------------|---|---|--|---|--|-------------------|--|
| | | A | B | C | D | E | F | | |
| | | 2021/22 Budget £'000 | 2021/22 Actual as at 31/10/21 £'000 | 2021/22 Expenditure Remaining £'000 | Expenditure Rephased into 2022/23 £'000 | (B+C) 2021/22 Total Expenditure £'000 | (D-A) 2021/22 Variance from Budget £'000 | | |
| Adult & Community Based Services | | | | | | | | | |
| 7212 | Adult Social Care - Capital Grants | 149 | 0 | 149 | 0 | 149 | 0 | RCCO | |
| 7218 | Disabled Facilities Grant | 1,707 | 381 | 619 | 707 | 1,707 | 0 | GRANT | |
| 7234 | Chronically Sick and Disabled Persons Adaptations | 160 | 25 | 135 | 0 | 160 | 0 | MIX | |
| 7447 | Headland Amphitheatre | 955 | 478 | 477 | 0 | 955 | 0 | MIX | |
| 7483 | Reinstate 3G Pitch at Grayfields | 205 | 117 | 88 | 0 | 205 | 0 | MIX | |
| 7522 | Stranton Cemetery Flood Alleviation | 367 | 0 | 367 | 0 | 367 | 0 | UDPB | |
| 7543 | Waverley Terrace Allotments - Car Park Improvements | 21 | 9 | 12 | 0 | 21 | 0 | RCCO | |
| 7550 | Highlight - New Leisure Centre | 21,394 | 16 | 845 | 20,533 | 21,394 | 0 | MIX | This is a multi-year scheme where the exact budget profile is still being developed. |
| 7551 | Waterfront Infrastructure Works | 2,256 | 23 | 497 | 1,736 | 2,256 | 0 | MIX | This is a multi-year scheme where the exact budget profile is still being developed. |
| 7811 | Summerhill Cycle Hub | 479 | 0 | 479 | 0 | 479 | 0 | MIX | |
| 7831 | Community Hub South - Internal Alterations | 25 | 0 | 25 | 0 | 25 | 0 | CORP | |
| 8016 | Summerhill Multi User Route | 5 | 0 | 5 | 0 | 5 | 0 | GRANT | |
| 8088 | Community Hub - Central | 41 | 0 | 41 | 0 | 41 | 0 | CORP | |
| 8088 | Central Hub Ground Floor Internal Alterations | 55 | 31 | 24 | 0 | 55 | 0 | CORP | |
| 8103 | Swimming Scheme | 35 | 0 | 0 | 35 | 35 | 0 | CORP | |
| 8108 | Centre for Independent Living (CIL) | 146 | 0 | 146 | 0 | 146 | 0 | RCCO | Amounts set aside for equipment purchase. |
| 8408 | Mill House - Equipment Purchase | 3 | 0 | 0 | 3 | 3 | 0 | MIX | Used to fund Equipment replacement when required. |
| 8409 | Sport & Youth Improvements | 12 | 0 | 0 | 12 | 12 | 0 | CORP | To be used as match funding in future grant bid for work required at Carlton |
| 8570 | Purchase Telecare Vehicle | 20 | 20 | 0 | 0 | 20 | 0 | RCCO | |
| 8581 | Briarfield Allotment Track Replacement | 164 | 0 | 164 | 0 | 164 | 0 | UDPB | |
| 8583 | Brierton Allotment Fence | 7 | 0 | 7 | 0 | 7 | 0 | UDPB | |
| 8584 | Chester Road Allotment Fence | 3 | 0 | 3 | 0 | 3 | 0 | UDPB | |
| 8634 | Brierton 3G Pitch - Football Foundation | 6 | 0 | 0 | 6 | 6 | 0 | CAP REC | |
| 8689 | Brierton Sports Fields | 1 | 0 | 0 | 1 | 1 | 0 | CAP REC | |
| 8700 | Waverley Terrace Allotments | 59 | 0 | 59 | 0 | 59 | 0 | MIX | |
| 8706 | Stranton Allotments - Car park | 2 | 1 | 1 | 0 | 2 | 0 | Borrowing | |
| 8828 | Stranton Crematorium Refurbishment | 490 | 0 | 490 | 0 | 490 | 0 | MIX | |
| 8896 | Brierton Tennis Courts | 30 | 0 | 0 | 30 | 30 | 0 | CAP REC | Awaiting finalisation of the Sports Facilities Strategy for Brierton. |
| 8957 | Stranton Allotments Clearance | 157 | 223 | 5 | 0 | 228 | 71 | RCCO | Overspend will be funded from RCCO. See main report for details. |
| Various | Allotments - Various Schemes | 7 | 0 | 7 | 0 | 7 | 0 | UDPB | |
| 9101 | Borough Hall Improvements | 800 | 19 | 55 | 726 | 800 | 0 | MIX | This is a multi-year scheme where the exact budget profile is still being developed. |
| 8534 | Church St Townscape Heritage Project | 203 | 0 | 0 | 203 | 203 | 0 | GRANT | |
| Various | S106 Play Schemes | 125 | 6 | 119 | 0 | 125 | 0 | GRANT | |
| 7348 | Art Gallery | 11 | 0 | 11 | 0 | 11 | 0 | GRANT | |
| Various | Parks & Playgrounds | 52 | 0 | 52 | 0 | 52 | 0 | GRANT | |
| | Total Adult & Community Based Services | 30,152 | 1,349 | 4,882 | 23,992 | 30,223 | 71 | | |

Key

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

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

CAPITAL MONITORING REPORT PERIOD ENDING 31st OCTOBER 2021

| Project Code | Scheme Title | BUDGET | EXPENDITURE | | | | | Type of Financing | 2021/22 COMMENTS |
|---|---|-------------------------|---|---|--|---|--|-------------------|---|
| | | A | B | C | C | D | E | | |
| | | 2021/22 Budget £'000 | 2021/22 Actual as at 31/10/21 £'000 | 2021/22 Expenditure Remaining £'000 | Expenditure Rephased into 2022/23 £'000 | (B+C) 2021/22 Total Expenditure £'000 | (D-A) 2021/22 Variance from Budget £'000 | | |
| Children's and Joint Commissioning Services | | | | | | | | | |
| 7149 | New Children's Homes | 950 | 1 | 949 | 0 | 950 | 0 | MIX | |
| 7820 | Exmoor Grove - Convert Bathroom to Bedroom | 10 | 2 | 8 | 0 | 10 | 0 | RCCO | |
| 8072&8218 | Children's Centres General | 42 | 0 | 42 | 0 | 42 | 0 | MIX | |
| 8710 | Drug & Alcohol Recovery Centre | 18 | 0 | 18 | 0 | 18 | 0 | GRANT | |
| 8946 | Stepping Stones Grant | 11 | 1 | 10 | 0 | 11 | 0 | GRANT | |
| 7384 | Devolved Schools Capital | 280 | 41 | 239 | 0 | 280 | 0 | GRANT | Includes £123k 2021/22 allocation. |
| 7586 | Purchase of Computer Equipment - CLC Standards Fund | 37 | 0 | 37 | 0 | 37 | 0 | RCCO | |
| 7335 | Hart Primary School Fencing | 40 | 40 | 0 | 0 | 40 | 0 | GRANT | Scheme Complete |
| 7355 | CECA IT Infrastructure and Technology | 45 | 0 | 45 | 0 | 45 | 0 | GRANT | |
| 7142 | Schools General - Fire Safety Modifications (Conditions) | 53 | 0 | 53 | 0 | 53 | 0 | GRANT | |
| NEW | Kingsley - Fire Safety Modifications | 320 | 78 | 242 | 0 | 320 | 0 | GRANT | Scheme ongoing. Part complete & further meeting TBA to schedule remaining works (subject to access). |
| 7142 | Throston - Fire Safety Modifications | 200 | 42 | 158 | 0 | 200 | 0 | GRANT | Scheme ongoing. Part complete & further meeting TBA to schedule remaining works (subject to access). |
| 7474 | High Tunstall 3G Pitch | 540 | 508 | 32 | 0 | 540 | 0 | MIX | Scheme Complete |
| 7476 | High Tunstall MUGA | 3 | 3 | 0 | 0 | 3 | 0 | UDPB | Scheme Complete |
| 7477 | High Tunstall Swimming Pool Refurbishment | 3 | 0 | 3 | 0 | 3 | 0 | UDPB | Scheme ongoing |
| 7478 | High Tunstall Grass Pitch | 15 | 0 | 15 | 0 | 15 | 0 | UDPB | Scheme ongoing |
| 8906 | Brierton Campus Windows | 62 | 0 | 62 | 0 | 62 | 0 | RCCO | Scheme Complete |
| 7521 | Two Year Old FNE Capacity Funding | 23 | 0 | 23 | 0 | 23 | 0 | GRANT | |
| 8788 | Universal Free School Meals | 8 | 0 | 8 | 0 | 8 | 0 | GRANT | |
| 7512 | Stranton Nursery - School Nurseries Capital Fund | 98 | 98 | 0 | 0 | 98 | 0 | GRANT | |
| 7494 | Greatham Primary School Electrical Rewire | 12 | 10 | 0 | 0 | 10 | (2) | GRANT | Funding received is forwarded to Stranton Academy Trust. |
| 7493 | Lynnfield Primary School Toilet Refurbishments | 42 | 31 | 11 | 0 | 42 | 0 | GRANT | Scheme complete. Underspend to be returned to unallocated conditions |
| 7507 | Springwell Special School Hydrotherapy Pool & WC/Shower Area | 50 | 38 | 12 | 0 | 50 | 0 | GRANT | Scheme ongoing. |
| 7558 | Clavering Primary School Roofing Works | 17 | 17 | 0 | 0 | 17 | 0 | GRANT | Scheme Complete |
| 7573 | Fens Primary School Electrical Rewire | 70 | 8 | 62 | 0 | 70 | 0 | GRANT | Scheme Complete |
| 7555 | Fens Primary School Roofing Works | 65 | 6 | 59 | 0 | 65 | 0 | GRANT | Scheme Complete |
| 7556 | Golden Flatts Primary School Roofing Works | 39 | 37 | 2 | 0 | 39 | 0 | GRANT | Scheme Complete |
| 7557 | Grange Primary School Roofing Works | 28 | 3 | 25 | 0 | 28 | 0 | GRANT | Scheme ongoing. |
| 7596 | Grange Primary School Lighting Renewal | 32 | 31 | 1 | 0 | 32 | 0 | GRANT | Scheme Complete |
| 7568 | Lynnfield Primary School Boundary Wall | 10 | 0 | 0 | 10 | 10 | 0 | GRANT | Scheme on hold pending a feasibility study to look at other options |
| 7569 | Lynnfield Primary School DHW Boiler Renewal | 10 | 0 | 10 | 0 | 10 | 0 | GRANT | Scheme scheduled for Feb 2022 half term holidays. |
| 7570 | Lynnfield Primary School Heating - Pipework, radiators, fan convectors, air systems | 55 | 6 | 49 | 0 | 55 | 0 | GRANT | Scheme scheduled for Feb and Easter 2022 half term holidays. |
| 7559 | Rossmere Primary School Roofing Works | 66 | 62 | 4 | 0 | 66 | 0 | GRANT | Scheme Complete |
| 7562 | Rossmere Primary School Electrical Rewire | 69 | 7 | 62 | 0 | 69 | 0 | GRANT | Scheme Complete |
| 7572 | Springwell Special School Boiler Plant Renewal | 97 | 10 | 87 | 0 | 97 | 0 | GRANT | The 2021/22 boiler plant renewal scheme at Springwell School was approved by Childrens Services Committee on 2nd March 2021 with a cost of £85,000. The additional funding will be met by using the unallocated conditions funding. |
| 7571 | St Helens Primary School Boiler Renewal | 96 | 30 | 66 | 0 | 96 | 0 | GRANT | The scheme costs have increased as the costs were higher than expected for the supply and installation of the Building Management System (BMS) controls. The supplier is recommended to ensure compatibility with other installation within the school. The new budget for this scheme is £97,005.93. |
| 7566 | Throston Primary School Heating Renewal | 40 | 4 | 36 | 0 | 40 | 0 | GRANT | The 2021/22 boiler plant renewal scheme at St Helens Primary School was approved by Childrens Services Committee on 2nd March 2021 with a cost of £85,000. The additional funding will be met by using the unallocated conditions funding. |
| 9128 | Throston Primary School Access Road | 18 | 1 | 17 | 0 | 18 | 0 | GRANT | The scheme costs have increased as the costs were higher than expected for the supply and installation of the Building Management System (BMS) controls. The supplier is recommended to ensure compatibility with other installation within the school. The new budget for this scheme is £96,079.65. |
| 7564 | High Tunstall Renew Pool Flooring | 12 | 0 | 0 | 12 | 12 | 0 | GRANT | Scheme Complete |
| 9100 | Springwell Special School Increase Capacity | 600 | 186 | 414 | 0 | 600 | 0 | GRANT | Scheme ongoing. |
| 7355 | CECA TVCA Grant Unallocated | 31 | 0 | 31 | 0 | 31 | 0 | GRANT | Scheme Slipped to 2022/23 |
| 9125 | High Tunstall MLD Provision | 55 | 43 | 12 | 0 | 55 | 0 | RCCO | Phase 1 complete. Phase 2 to be completed 2022/23 |
| NEW | Catcote Secondary Special School Alternative Provision 6th Form | 200 | 0 | 200 | 0 | 200 | 0 | GRANT | Scheme ongoing |
| NEW | Catcote Secondary Special School Increase Capacity & Remodelling | 2,750 | 548 | 2,202 | 0 | 2,750 | 0 | GRANT | Scheme ongoing. Modules installed week ending 19/11/21 |
| 9004 | Schools General - Conditions unallocated | 36 | 0 | 36 | 0 | 36 | 2 | GRANT | |
| 9004 | Schools General - Contingency | 70 | 0 | 70 | 0 | 70 | 0 | GRANT | |
| 9004 | Schools General - Suitability Unallocated (SEMH) | 743 | 0 | 743 | 0 | 743 | 0 | RCCO | This funding requires approval from Schools Forum to be spent. |
| 9004 | Schools General - Basic Need | 916 | 0 | 916 | 0 | 916 | 0 | GRANT | |
| Total Children's and Joint Commissioning Services | | 8,987 | 1,892 | 7,073 | 22 | 8,987 | 0 | | |

Key

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

GRANT

| | |
|---------|---|
| GRANT | Grant Funded |
| CAP REC | Capital Receipt |
| UDPB | Unsupported Departmental Prudential Borrowing |
| CORP | Corporate Resources |

CORPORATE

7.1 APPENDIX H

CAPITAL MONITORING REPORT PERIOD ENDING 31st OCTOBER 2021

| Project Code | Scheme Title | BUDGET | EXPENDITURE IN CURRENT YEAR | | | | | Type of Financing | 2021/22 COMMENTS |
|---|--|-------------------------|--|--|--|---|--|-------------------|---|
| | | A | B | C | D | E | F | | |
| | | 2021/22 Budget £'000 | 2021/22 Actual as at 31/10/21 £'000 | 2021/22 Expenditure Remaining £'000 | Expenditure Rephased into 2022/23 £'000 | (B+C+D) 2021/22 Total Expenditure £'000 | (E-A) 2021/22 Variance from Budget £'000 | | |
| 7035 | Town Hall - Renew Boilers | 24 | 10 | 14 | 0 | 24 | 0 | MIX | Scheme complete. Final Account to be agreed. |
| 7036 | CCF Unallocated | 69 | 0 | 69 | 0 | 69 | 0 | MIX | |
| 7041 | Corporate Planned Maintenance Unallocated | 126 | 0 | 126 | 0 | 126 | 0 | RCCO | |
| 7065 | Fire Risk Assessments | 100 | 5 | 95 | 0 | 100 | 0 | MIX | Survey work completed on Borough Hall & Town Hall. Significant work identified in excess of budget. Assistant Director (Place Management) Neighbourhood and Regulatory to advise. |
| 7072 | Seaton Library - DDA toilet | 37 | 0 | 0 | 37 | 37 | 0 | UDPB | Scheme on hold |
| 7200 | Civic Centre Capital Maintenance Project | 73 | 8 | 65 | 0 | 73 | 0 | UDPB | Survey work complete and significant work identified in excess of budget. Assistant Director (Place Management) Neighbourhood and Regulatory to advise. |
| 7336 | Borough Hall - Upgrade furniture, fixtures | 8 | 0 | 8 | 0 | 8 | 0 | MIX | |
| 7415 | Aneurin Bevan House - Replace Boiler Plant | 19 | 2 | 17 | 0 | 19 | 0 | CAP REC | Scheme complete. Final Account to be agreed. |
| 7473 | Victory Square - Conservation Work | 1 | 1 | 0 | 0 | 1 | 0 | CAP REC | Scheme complete. Underspend allocated to restoration work on winged victory. |
| 7538 | Borough Hall Heating Distribution | 65 | 56 | 9 | 0 | 65 | 0 | RCCO | |
| 7539 | Throston Youth Project - Resurface Car Park | 63 | 0 | 63 | 0 | 63 | 0 | MIX | |
| 7591 | Mill House Feasibility | 126 | 4 | 122 | 0 | 126 | 0 | MIX | |
| 7617 | Borough Hall - Lighting & Wiring | 40 | 2 | 38 | 0 | 40 | 0 | RCCO | Scheme on hold |
| 7812 | SALIX Masefield Centre - Air Source Heat Pump | 62 | 0 | 62 | 0 | 62 | 0 | GRANT | Decarbonisation Scheme |
| 7813 | SALIX Solar Car Park Canopy MC | 0 | 0 | 0 | 0 | 0 | 0 | GRANT | Decarbonisation Scheme |
| 7815 | SALIX LED Fittings TH | 25 | 0 | 25 | 0 | 25 | 0 | GRANT | Decarbonisation Scheme |
| 7816 | SALIX Solar Car Park Canopy CC | 0 | 0 | 0 | 0 | 0 | 0 | GRANT | Decarbonisation Scheme |
| 7817 | SALIX LED Fittings CC | 171 | 14 | 157 | 0 | 171 | 0 | GRANT | Decarbonisation Scheme |
| 7784 | SALIX - Brierton Sports Centre LED | 25 | 0 | 25 | 0 | 25 | 0 | GRANT | Decarbonisation Scheme |
| 7845 | Owton Manor Community Centre - Flat Coverings and Insulation | 74 | 49 | 25 | 0 | 74 | 0 | MIX | Scheme complete. Final Account to be agreed. |
| 7866 | Mill House-Roof Repair | 1 | 1 | 0 | 0 | 1 | 0 | RCCO | Scheme complete. Final Account to be agreed. |
| 8064 | Exmoor Grove - Electrical Distribution Upgrade | 9 | 2 | 7 | 0 | 9 | 0 | MIX | Scheme complete. Final Account to be agreed. |
| 8970 | Historic Quay Dilapidation Work | 97 | 0 | 0 | 97 | 97 | 0 | RCCO | Estates and Asset Management to advise on the remaining work needed. |
| 9034 | Carlton - Construction of a Fire Escape | 42 | 8 | 34 | 0 | 42 | 0 | RCCO | Scheme on hold |
| 9094 | Sir William Gray House - Bunker & Sub Station | 7 | 0 | 7 | 0 | 7 | 0 | RCCO | Scheme on hold |
| 9095 | Middleton Grange Offices - Upgrade Lighting & Controls | 47 | 38 | 9 | 0 | 47 | 0 | RCCO | Scheme complete. Final Account to be agreed. |
| 9098 | Civic Centre - Drainage Refurbishment | 11 | 0 | 11 | 0 | 11 | 0 | RCCO | Scheme complete & underspend to be returned to CPM unallocated. |
| 9129 | CETL Brierton Sport Centre Rec | 7 | 7 | 0 | 0 | 7 | 0 | MIX | Scheme complete. Final account agreed. |
| 7036 | Borough Hall Refurb | 137 | 0 | 137 | 0 | 137 | 0 | MIX | |
| 7548 | Winged Victory Scheme | 5 | 0 | 5 | 0 | 5 | 0 | CAP REC | |
| Finance & Policy Committee Total | | 1,471 | 207 | 1,130 | 134 | 1,471 | 0 | | |

Key

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

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

CAPITAL MONITORING REPORT PERIOD ENDING 31st OCTOBER 2021

| Project Code | Scheme Title | BUDGET | EXPENDITURE IN CURRENT YEAR | | | | | Type of Financing | 2021/22 COMMENTS |
|----------------------------|---|-------------------------|---|---|--|---|--|-------------------|---|
| | | A | B | C | C | D | E | | |
| | | 2021/22 Budget £'000 | 2021/22 Actual as at 31/10/21 £'000 | 2021/22 Expenditure Remaining £'000 | Expenditure Rephased into 2022/23 £'000 | (B+C) 2021/22 Total Expenditure £'000 | (D-A) 2021/22 Variance from Budget £'000 | | |
| Finance & Policy Committee | | | | | | | | | |
| 8306 | Schools - Kitchen Refurbishment | 284 | 0 | 25 | 259 | 284 | 0 | RCCO | Funds earmarked for replacement of equipment. Low expenditure due to the impact of the COVID pandemic. |
| | Finance & Policy Committee Sub Total | 284 | 0 | 25 | 259 | 284 | 0 | | |
| Regeneration Committee | | | | | | | | | |
| S106 | Developers Contribution Fund | 1,149 | 0 | 1,149 | 0 | 1,149 | 0 | GRANT | Further details are set out in Appendix K |
| S106 GI | Green Infrastructure Schemes | 152 | 0 | 152 | 0 | 152 | 0 | GRANT | S106 contributions allocated to specific schemes - details are set out in Appendix K |
| | Regeneration Committee Sub Total | 1,301 | 0 | 1,301 | 0 | 1,301 | 0 | | |
| 7246 | NIP - Rossmere | 11 | 4 | 7 | 0 | 11 | 0 | GRANT | Retention and final account - any remaining funds will be returned to NIP Unallocated budget. |
| 7344 | NIP - Hindpool Close Play Area | 36 | 0 | 36 | 0 | 36 | 0 | GRANT | Thirteen funding rephased from 2020/21 - awaiting decision before can progress. |
| 7347 | NIP - CCTV in Parks | 64 | 1 | 63 | 0 | 64 | 0 | MIX | Costs for existing schemes to be finalised and expenditure for remaining funds to be confirmed. £34K of budget is earmarked to fund required CCTV support works, as per F&PC 10th February 2020 MTFS. |
| 9147 | NIP - CCTV in Parks - Support | 34 | 0 | 0 | 34 | 34 | 0 | UDPB | |
| 7436 | NIP - Stranton Cemetery Car Park | 50 | 0 | 0 | 50 | 50 | 0 | UDPB | Mandate agreed by Capital Programme Board for a scheme for the wider site including parking - expect these funds to be included. |
| 7437 | NIP - Sinking Fund | 50 | 0 | 20 | 30 | 50 | 0 | UDPB | To be used as and when required |
| 7439 | NIP - Off Street Car Park Balmoral Road | 1 | 0 | 1 | 0 | 1 | 0 | GRANT | Thirteen funding - to include with Hindpool scheme if progresses. |
| 7440 | NIP - Central Park | 59 | 0 | 0 | 59 | 59 | 0 | GRANT | Scheme unlikely to commence until 2022. |
| 7553 | NIP - Seaton Bus Station Toilets | 205 | 0 | 205 | 0 | 205 | 0 | UDPB | Work expected to be completed winter 2021/22 |
| 8996 | NIP - Improvements to Parks | 75 | 0 | 75 | 0 | 75 | 0 | MIX | Thirteen to confirm how they wish to proceed with King George park works. |
| 8997 | NIP - Unallocated | 23 | 0 | 23 | 0 | 23 | 0 | UDPB | Remaining balance on the Neighbourhood Investment Fund to be allocated to schemes following future approval by Members. |
| 9033 | NIP - Rocket House Car Park Planters | 1 | 0 | 1 | 0 | 1 | 0 | UDPB | Retention outstanding |
| 7339 | NIP - Seaton Park Tennis Courts | 22 | 10 | 0 | 12 | 22 | 0 | MIX | Final costs and retention outstanding. Rephased funds earmarked for future provision as per grant conditions. |
| 7272 | Wheelie Bin Purchase | 90 | 51 | 39 | 0 | 90 | 0 | UDPB | |
| 7466 | DSO Vehicle Purchase | 4,586 | 289 | 3,316 | 981 | 4,586 | 0 | UDPB | At this stage it expected that all of the outstanding 2020/21 vehicle purchases and most of the current years replacement programme will be delivered and can be met from the existing budget. |
| 7878 | Community Safety CCTV Upgrade | 14 | 2 | 12 | 0 | 14 | 0 | MIX | |
| 7561 | Green Homes Grant | 684 | 0 | 684 | 0 | 684 | 0 | GRANT | |
| 7333 | EDM Seaton Additional Car Parking | 87 | 0 | 87 | 0 | 87 | 0 | UDPB | Scheme was delayed due to COVID. |
| 7900 | EDM Hartlepool Marina - North Pier | 80 | 2 | 0 | 78 | 80 | 0 | GRANT | |
| 7902 | EDM Hartlepool Drainage Schemes | 36 | 3 | 33 | 0 | 36 | 0 | GRANT | |
| 8444 | EDM Town Wall Strengthening | 21 | 0 | 21 | 0 | 21 | 0 | GRANT | |
| 8578 | EDM Management Unit Study | 28 | 0 | 28 | 0 | 28 | 0 | GRANT | |
| 8958 | EDM Elwick By-Pass Growing Places | 17,673 | 0 | 223 | 17,450 | 17,673 | 0 | UDPB | Rephased budget owing to delay from outcome of planning application and scheme profile will span multiple years. |
| HIFP | Additional Highway Schemes HIFP | 376 | 20 | 356 | 0 | 376 | 0 | MIX | Consists of various Highways & Traffic schemes. |
| LTP | Local Transport Plan (LTP) Schemes | 2,734 | 247 | 1,755 | 732 | 2,734 | 0 | GRANT | Various Highways & Traffic schemes. Rephased budget relates to a collaborative scheme with another local authority that has been delayed. |
| TVCA | TVCA Cycleways and Footpath Upgrades | 1,451 | 1,296 | 155 | 0 | 1,451 | 0 | GRANT | Anticipate full spend at this stage. |
| 7547 | Energy for Waste set up costs | 197 | 93 | 104 | 0 | 197 | 0 | MIX | |
| | Neighbourhoods Committee Sub Total | 28,688 | 2,018 | 7,244 | 19,426 | 28,688 | 0 | | |
| | Regeneration & Neighbourhoods Total | 30,273 | 2,018 | 8,570 | 19,685 | 30,273 | 0 | | |

| | | | |
|------------|---|---------|---|
| Key | | | |
| RCCO | Revenue Contribution towards Capital | GRANT | Grant Funded |
| MIX | Combination of Funding Types | CAP REC | Capital Receipt |
| | Unsupported Corporate Prudential | | |
| UCPB | Borrowing | UDPB | Unsupported Departmental Prudential Borrowing |
| SCE | Supported Capital Expenditure (Revenue) | CORP | Corporate Resources |

CAPITAL MONITORING REPORT PERIOD ENDING 31st OCTOBER 2021

| Project Code | Scheme Title | BUDGET | EXPENDITU | | | | | Type of Financing | 2021/22 COMMENTS |
|----------------------------|--------------------------------------|-------------------------|---|---|--|---|--|-------------------|--|
| | | A | B | C | C | D | E | | |
| | | 2021/22 Budget £'000 | 2021/22 Actual as at 31/10/21 £'000 | 2021/22 Expenditure Remaining £'000 | Expenditure Rephased into 2022/23 £'000 | (B+C) 2021/22 Total Expenditure £'000 | (D-A) 2021/22 Variance from Budget £'000 | | |
| Finance & Policy Committee | | | | | | | | | |
| 7260 | City Challenge Clawback | 9 | 0 | 0 | 9 | 9 | 0 | RCCO | |
| 7623 | Corporate IT Projects | 12 | 0 | 0 | 12 | 12 | 0 | MIX | |
| | Point to Point Encryption | 20 | 0 | 0 | 20 | 20 | 0 | MIX | |
| | Corporate Projects | 89 | 0 | 0 | 89 | 89 | 0 | MIX | |
| | Finance & Policy Committee Sub Total | 130 | 0 | 0 | 130 | 130 | 0 | | |
| Regeneration Committee | | | | | | | | | |
| 7220 | Private Sector Housing Grants | 33 | 0 | 15 | 18 | 33 | 0 | GRANT | New grants awarded and income recycled from owner occupier contributions. |
| 7357 | 15 Church Street Renovation | 1,056 | 101 | 955 | 0 | 1,056 | 0 | MIX | |
| 9130 | Business Park Investment | 760 | 0 | 500 | 260 | 760 | 0 | MIX | The initial phase of the project, which is to complete a business engagement exercise and audit of the area to identify the need, demand, and priorities for investment is underway. |
| 7536 | SEMH Free School Access Road | 500 | 3 | 497 | 0 | 500 | 0 | UDPB | |
| | Regeneration Committee Sub Total | 2,349 | 104 | 1,967 | 278 | 2,349 | 0 | | |
| | Resources & Development Total | 2,479 | 104 | 1,967 | 408 | 2,479 | 0 | | |

| | | | |
|------------|--|---------|---|
| Key | | | |
| RCCO | Revenue Contribution towards Capital | GRANT | Grant Funded |
| MIX | Combination of Funding Types | CAP REC | Capital Receipt |
| UCPB | Unsupported Corporate Prudential Borrowing | UDPB | Unsupported Departmental Prudential Borrowing |
| SCE | Supported Capital Expenditure (Revenue) | CORP | Corporate Resources |

SECTION 106 DEVELOPERS CONTRIBUTIONS as at 31st October, 2021

| | Affordable Housing Contributions **** | Cycleway | Bus Stop | Green Infrastructure | Maintenance | Play | Off Site Recreational ** | Public Art | Security Monitoring | Sports | Ecological Mitigation ***** | Traffic Calming | Education | Coastal | Restoration Security Bond *** | Other Service Areas Total |
|---|--|----------|----------|-------------------------|-------------|------|--------------------------------|------------|------------------------|--------|-----------------------------------|--------------------|-----------|---------|-------------------------------------|------------------------------|
| | £000 | £000 | £000 | £000 | £000 | £000 | £000 | £000 | £000 | £000 | £000 | £000 | £000 | £000 | £000 | £000 |
| Committed Balance Remaining (A+B-C) 1st April, 2021 * | 0 | 40 | 0 | 187 | 35 | 126 | 60 | 5 | 0 | 145 | 71 | 15 | 614 | 8 | 100 | 1,406 |
| Amounts Received in Year 2020/21 (B) | | | | | | | | | | | | | | | | |
| JCM Plant - Wynyard plots | 10 | | | | | | | | | | | | | | | 0 |
| Coastal - Mitigation & Maintenance | | | | | | | | | | | | | | 45 | | 45 |
| Offsite - Central Park (NIP) | | | | | | | 61 | | | | | | | | | 61 |
| Hill Carter - England Coast Path National Trail | | | | 10 | | | | | | | | | | | | 10 |
| Total income | 10 | 0 | 0 | 10 | 0 | 0 | 61 | 0 | 0 | 0 | 0 | 0 | 0 | 45 | 0 | 116 |
| | | | | | | | | | | | | | | | | |
| Sub Total - revised Balance | 10 | 40 | 0 | 197 | 35 | 126 | 121 | 5 | 0 | 145 | 71 | 15 | 614 | 53 | 100 | 1,522 |
| Actual Expenditure in as at 31st October 2021 (C) | | | | | | | | | | | | | | | | |
| Council Housing - includes committed schemes | 10 | | | | | | | | | | | | | | | |
| Ward Jackson Park | | | | | | 7 | | | | | | | | | | 7 |
| Seaton | | | | | | 2 | | | | | | | | | | 2 |
| Summerhill Cycle Hub scheme - committed funds | | | | | | | | | | 34 | | | | | | 34 |
| Sub Total Expenditure | 10 | 0 | 0 | 0 | 0 | 9 | 0 | 5 | 0 | 34 | 0 | 0 | 0 | 0 | 0 | 43 |
| | | | | | | | | | | | | | | | | |
| Forecast Committed Balance Remaining (A+B-C) 31st March, 2022 * | 0 | 40 | 0 | 197 | 35 | 117 | 121 | 5 | 0 | 111 | 71 | 15 | 614 | 53 | 100 | 1,479 |

*Balances relate to amounts received and earmarked for purposes specified in developer agreements, but not yet transferred to a budget/scheme. However further expenditure is in the process of being planned and committed.

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

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

**** All affordable housing contributions are earmarked for additional HRA houses.

***** This includes £27k for 'Dog Control orders' however if the mesaures are not needed then the funds are repayabale.

Off Site - £60,500 Budget is included as part of Capital NIP scheme Budget Project 7440

FINANCE AND POLICY COMMITTEE

13 December 2021



Report of: Chief Solicitor

Subject: CORPORATE PROCUREMENT QUARTERLY
REPORT ON CONTRACTS

1. TYPE OF DECISION/APPLICABLE CATEGORY

1.1 For information only in accordance with the Contract procedure Rules.

2. PURPOSE OF REPORT

2.1 To satisfy the requirements of the Council's Contract Procedure Rules with regard to the Finance & Policy Committee:

- Receiving and examining quarterly reports on the outcome of contract letting procedures including those where the lowest/highest price is not payable/receivable.
- Receiving and examining reports on any exemptions granted in respect of the Council's Contract Procedure Rules.

3. BACKGROUND

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

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

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

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

4. INFORMATION FOR REVIEW

4.1 Tender information

Appendix A details the required information for each procurement tender awarded since the last quarterly report along with the social value percentage weighting that was incorporated at the application stage.

4.2 Exemption information

Appendix B provides details of the required information in relation to Contract Procedure Rules exemptions granted since the last Corporate Procurement Quarterly Report on Contracts. Exemption request forms have been amended to detail reasons why Hartlepool based firms have not been selected and this information is now being collated.

4.3 Commercial / Confidential information

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

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

5. OTHER IMPLICATIONS

| | |
|--------------------------|---------------------|
| Risk Implications | No relevant issues. |
| Financial Considerations | No relevant issues. |
| Legal Considerations | No relevant issues. |
| Staff Considerations | No relevant issues. |
| Asset Management | No relevant issues. |

6. RECOMMENDATIONS

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

7. REASONS FOR RECOMMENDATIONS

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

8. BACKGROUND PAPERS

- 8.1 There are no background papers.

9. CONTACT OFFICER

- 9.1 Hayley Martin
Chief Solicitor
Civic Centre
Victoria Road
Hartlepool
TS24 8AY
Email Hayley.martin@hartlepool.gov.uk
Tel: 01429 523002

Sign Off:-

| | |
|---------------------------------------|-------------------------------------|
| Managing Director | <input checked="" type="checkbox"/> |
| Director of Resources and Development | <input checked="" type="checkbox"/> |
| Chief Solicitor | <input checked="" type="checkbox"/> |

Tender Information

| Date of Contract Award | Contract Name and Reference Number | Description of Goods / Services being procured | Duration of Contract (optional extensions in brackets) | Department / Service area procuring the goods / services | Details of Companies invited including location | Details of Bids received | Basis of award decision if not lowest/highest price payable / receivable | Outcome of contract letting procedures | Previous Provider / Location |
|------------------------|---------------------------------------|--|--|--|---|---|--|---|--|
| 25/08/2021 | Dementia Advisory Service – DN 551608 | The provision of a Dementia Advisory Service to people who have dementia and their supporters, family and career. | 3 years (plus 2 x 12 month extension) | Adult & Community Based Services | Open Invitation | Age UK Teesside, Middlesbrough Alzheimer's Society, London The Hospital of God, Hartlepool | 100% Quality (5% Social Value) | The Hospital of God, Hartlepool (No Sub-Contractors) | The Hospital of God, Hartlepool |
| 26/10/2021 | Library Management System- DN 558935 | To provide a proven tried and tested off the shelf system for their Library Management. The solution must also adhere to the requirements of the specification | 5 years (plus 2 x 12 month extension) | Adult & Community Based Services | Open Invitation | Axiell ALM Ltd Milton Keynes Civica UK Ltd London Education Software Solutions Ltd London Sirsi Ltd t/a SirsiDynix Watford, Hertfordshire PTFS Europe Ltd Woking, Surrey | 35% Function 20% Demos 15% Quality 30% Price (Overall 1% on Social Value – Quality only 15%) | Civica UK Ltd London | Education Software Solutions Ltd London |

Procurements Exempted from Council Contract Procedure Rules

Exemption Information

| Dept. | Service Unit | Company Name | Company based at | Duration | Description | Approval |
|------------------------------------|--|--|------------------|---------------------------|---|---|
| Adult and Community Based Services | Preventative and Community Based Services | Marshall Beach & Landscape Hut Limited | Hartlepool | July 2021 – December 2021 | Working with Beach Access North East, Hartlepool Community Led Inclusion Partnership, Hartlepower and residents, there is an opportunity through the welcome back funding and disability grant fund to hire Beach Huts on the sea front to enable this operation as there is no other accessible location right on the seafront to enable this service to be delivered. | Request Approved by Chris Little, Hayley Martin & Jill Harrison on 27.8.2021 |
| Adult and Community Based Services | Adult Social Care | Penderels Trust Limited | Coventry | 6 months | Penderels Trust Ltd have provided a Direct Payment Support Service in Hartlepool since 12 th October 2015. The service includes support to the recipient to manage their account, payroll services and annual reconciliation of the account. An exemption to the Contract Procedure Rules is requested to enable the Council to contract direct with Penderels for a Reconciliation Service for 6 months. | Request Approved by Chris Little, Hayley Martin & Jill Harrison on 17.09.2021 |
| Resources & Development | Development & Growth-Strategic Development | Beckett Rankine | London | 10 week program | The contract is for the survey of the Wingfield Castle (WC) and Sir William Gray Dock Dam Board, production of an inspection report for both and an optioneering report for the repair/replacement of the dam-board. Beckett Rankine (BR) is a specialist Marine Consulting Engineer Firm. | Request Approved by Denise McGuckin, Chris Little, Hayley Martin on 20.9.2021 |
| Adult and Community Based Services | Preventative and Community Based Services | Cleveland SiteSafe Limited | Middlesbrough | One off procurement | The agreed funding is to enable the transformation of 750m closed road track, adapted cycles and a learn to ride area, complementing the already existing BMX track which is undergoing further improvements. In order to support the new infrastructure, purchased equipment and cycling across the borough storage is mandatory and has been factored into the approved budget. Further to this the containers need to be fitted with suitable flooring, bike racks, electrics, double steal doors and split appropriately to provide space for Summerhill Country Park along with different disciplines of cycling. | Request Approved by, Chris Little, James Magog, Jill Harrison and Hayley Martin on 04.10.2021 |
| Public Health | Public Health | Breaking Free | Manchester | 01/10/2021-30/09/2023 | Breaking Free offers an evidence based form of Computer-Assisted Therapy for alcohol and drug dependence. | Request Approved by, Chris Little, Sally Robinson and |

| | | | | | | |
|--------------------------------------|---------------------------|---|---------------|-------------------------|--|---|
| | | | | | Service users can access Breaking Free from Substance Use 24/7 on any device. It targets over 70 substances, including alcohol, opiates, new psychoactive substances and prescribed medications of abuse. | Hayley Martin on 20.10.2021 |
| Neighbourhoods & Regulatory Services | Emergency Planning | Rayvn Global | Bergen Office | 01/11/2021 – 01/11/2022 | The purchase is on behalf of the Local resilience Forum to provide a means of activating/notifying partners through multiple channels of a major incident declaration and establishment of command structures. Rayvn were identified as the preferred provider following a review of the market place. | Request Approved by, Chris Little, Tony Hanson and Hayley Martin on 26.10.2021 |
| Resources & Development | Corporate Services - CICT | SOCITM Advisory | Northampton | 01/10/2021-30/09/2022 | The Authority has engaged SOCITM Advisory to carry out a Best Value Review of the current ICT Managed Service contract with NEC and assist in the procurement process going forward. They are specialists in their field and have recently carried out a similar exercise for another authority who have a similar specified IT Managed Service contract with NEC | Request Approved by, Denise McGuckin, Chris Little, and Hayley Martin on 27.10.2021 |
| Neighbourhoods & Regulatory Services | Public Protection | Building Research Establishment Limited | Hertfordshire | 27/10/2021 – 31/03/2022 | Purchase of data to support delivery of energy efficiency measures in domestic properties. The Green Homes Grant Local Authority Delivery Phase 2 (LAD2) Scheme aims to improve the energy efficiency of homes of low-income households, help to reduce fuel poverty, phase out high carbon fossil fuel heating, and deliver progress towards the UK's commitment to net zero by 2050. | Request Approved by, Chris Little, Hayley Martin and Tony Hanson on 28.10.2021 |
| Children's and Joint Commissioning | Joint Commissioning | Jane Kochanowski | Stockton | 15/11/2021 – 31/03/2022 | To assist in the development of policies and procedures needed for the implementation of a contextual safeguarding hub. | Request Approved by Chris Little, Hayley Martin & Sally Robinson on 12.11.2021 |

Extension Information

| Dept. | Service Unit | Company Name | Company based at | Duration | Description | Approval |
|--------------------------------------|----------------------------|--|------------------|-------------------------|---|--|
| Neighbourhoods & Regulatory Services | Transport & Infrastructure | Clear Channel Limited | Glasgow | 09/08/2021 – 08/08/2022 | A 1 year extension is requested whilst an agreement has is reached across 4 Tees Valley authorities on long term plans. The contract is nil cost to HBC. Clear Channel have numerous shelters already in place across Hartlepool and the wider Tees Valley, which they clean and maintain under the contract. | Request Approved by Chris Little, Hayley Martin & Tony Hanson on 9.9.2021 |
| Children's and Joint Commissioning | Joint Commissioning | Harbour Support Services | Hartlepool | 6 months | Harbour Support Services are commissioned by the council to support victims of domestic abuse. The current contract comes to an end on 31 st March 2022 with no option for any extensions. An exemption to the Contract Procedure Rules was requested to ask Harbour to continue their current service for a further 6 months. | Request Approved by Chris Little, Hayley Martin & Sally Robinson 24.9.2021 |
| Public Health | Public Health | Dr Ian Holtby | Redcar | 01/10/2021 – 31/12/2021 | Additional capacity to support Director of Public Health (there is currently a vacancy for PH Consultant in the team and need to ensure that the team can respond to the pandemic) Support for outbreak control plans and technical advice. | Request Approved by Chris Little, Hayley Martin & Sally Robinson 4.11.2021 |
| Public Health | Public Health | North Tees and Hartlepool NHS Foundation Trust | Stockton | 01/11/2021 - 30/04/2021 | The infection control support service has been available since Feb 2021 due to the continued numbers of COVID cases the health protection board have agreed that this needs to continue. An exemption to the Contract Procedure Rules was requested to extend the service for a further 6 months. | Request Approved by Chris Little, Hayley Martin & Sally Robinson 4.11.2021 |
| Public Health | Public Health | Slainte Chugat Limited | London | 01/11/21 – 31/10/2022 | An exemption to the Contract Procedure Rules for an additional 3 months. The mass testing site has been established however this contract needs extending as there is further work required to ensure that community testing is in place in line with government requirements | Request Approved by James Magog, Hayley Martin & Sally Robinson 5.11.2021 |