



Civic Centre
HARTLEPOOL

6 December, 2021

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

Madam or Sir,

You are hereby summoned to attend the COUNCIL meeting to be held on THURSDAY, 16 DECEMBER 2021 at 6.00 p.m. in the Civic Centre, Hartlepool to consider the subjects set out in the attached agenda.

Yours faithfully

D McGuckin
Managing Director

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COUNCIL AGENDA



Thursday 16 December 2021

at 6.00 pm

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

- (1) To receive apologies from absent Members;
- (2) To receive any declarations of interest from Members;
- (3) To deal with any business required by statute to be done before any other business;
- (4) To approve the minutes of the last meeting of the Council held on the 4 November 2021 as the correct record;
- (5) To answer questions from Members of the Council on the minutes of the last meeting of Council;
- (6) To deal with any business required by statute to be done;
- (7) To receive any announcements from the Chair, or the Head of Paid Service;
- (8) To dispose of business (if any) remaining from the last meeting and to receive the report of any Committee to which such business was referred for consideration;
 - (1) Review of Neighbourhood and Regulatory Services – Report of Neighbourhood Services Committee
 - (2) Out of Hours Noise Service and Noise App – Report of Neighbourhood Services Committee

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.

- (9) To consider reports from the Council's Committees and to receive questions and answers on any of those reports;
- (1) Local Audit and Accountability Act Update – Report of Audit and Governance Committee
 - (2) Child Poverty Investigation – Adoption of Socio-Economic Duty – Report of Audit and Governance Committee
 - (3) Periodic Review of the Council's Constitution – Report of Constitution Committee
- (10) To consider any other business specified in the summons to the meeting, and to receive questions and answers on any of those items;
- (11) To consider reports from the Policy Committees:
- (a) proposals in relation to the Council's approved budget and policy framework;
 - (1) Medium Term Financial Strategy (MTFS) 2022/23 to 2024/25 – Report of Finance and Policy Committee
 - (2) Community Safety Plan 2021-2024 – Report of Finance and Policy Committee
 - (b) proposals for departures from the approved budget and policy framework;
- (12) To consider motions in the order in which notice has been received;
- (1) "Hartlepool Triple Lock on Jobs" Council notes that:
The jobs crisis in Hartlepool is stark. The percentage of our population that is economically active is lower than both the national and regional average and unemployment is higher than both the national and regional average. Our town is routinely reported as having one of the highest or indeed the highest unemployment rate in the UK. We believe that urgent action is needed and in the absence of meaningful support from elsewhere, the council can and must do more.

Council, therefore, resolves that:

- Every proposal for capital expenditure will now come with an economic impact assessment that will give a detailed estimate of how many Hartlepool based jobs the proposal will create.
- Procurement procedures for the authority are reviewed and reformed to improve the social value of all tenders/quick quotes, including trebling the value weighting for social value to 30%, which is fixed.
- The use of „fire and rehire“ within the authority is banned and that the council will actively promote those local employers who similarly refuse to use this disgusting practice.



As the largest employer and one of the biggest economic drivers in Hartlepool we must put our town first in everything that we do to ensure that every resident has the opportunity for good, well paid employment to support them and their families.

The money this council spends is Hartlepool's money. The jobs this money creates must benefit our town and its people.

Councillors Harrison, Brash, Hargreaves, Clayton, Boddy, Feeney, Creevy, Elliott, Prince, Howson and Richardson.

(2) Council notes that:

The Equality and Human Rights Commission has reported that around 2% of households in Britain includes a disabled person who does not live in appropriate housing and that disabled people are far less likely to own their own home. (EHRC, May 2018).

The impact of living within unsuitable and un-adapted accommodation is multifaceted. The impact on the mental and physical health of the disabled person and their carers can be significant, and that's without the additional financial cost on the health service from accidents caused by inadequate housing.

In Hartlepool, we have a significant number of families who are in need of social rented and adapted accommodation to meet the needs of a disabled person in that family. Anecdotally, we have around 20 families waiting for suitable family size accommodation to meet their needs, with no clear timeline for when this will happen.

We have an obligation, both legal and moral, to provide accommodation for someone with an assessed need, or a need for adapted accommodation.

Our own Housing Strategy, strapline states "Developing and maintaining successful communities, where people choose to live, by meeting the housing needs of our residents now and in the future", but we are failing to meet this for some of our most vulnerable families.

Therefore, Council resolves to;

- Undertake an audit of those people with an assessed need for adapted, family size accommodation to identify the scale of need;
- Bring an action plan to the appropriate committees for how we intend to meet those needs, using any tools at our disposal.
- Consider how we further improve our housing offer to families with a disabled member in future and bed this into our Local Plan and Housing Strategies moving forward.



- Consider compiling an “Accessible Housing Register” to provide a potential solution to future supply problems.

Councillors Harrison, Brash, Hargreaves, Clayton, Boddy, Feeney, Creevy, Elliott, Prince, Howson and Richardson.

- (13) To receive the Managing Director’s report and to pass such resolutions thereon as may be deemed necessary;
- (14) To receive questions from and provide answers to the public in relation to matters of which notice has been given under Rule 9;
- (15) To answer questions of Members of the Council under Rule 10;
 - a) Questions to the Chairs about recent decisions of Council Committees and Forums without notice under Council Procedure Rule 10.1
 - b) Questions on notice to the Chair of any Committee or Forum under Council Procedure Rule 10.2
 - c) Questions on notice to the Council representatives on the Police and Crime Panel and Cleveland Fire Authority
 - d) Minutes of the meetings held by the Police and Crime Panel held on 14 September 2021 and 12 October 2021.



COUNCIL

MINUTES OF PROCEEDINGS

4 NOVEMBER 2021

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

The Ceremonial Mayor (Councillor B Loynes) presiding:

COUNCILLORS:

Boddy	Brash	Cassidy
Clayton	Cowie	Cranney
Creevy	Elliott	Falconer
Feeney	Fleming	Groves
Hall	Hargreaves	Harrison
Howson	Jackson	Lindridge
Little	D Loynes	Moore
D Nicholson	V Nicholson	Picton
Richardson	Riddle	Smith
Stokell	Tiplady	

Officers: Denise McGuckin, Managing Director
Hayley Martin, Chief Solicitor
Julian Heward, Communications and Marketing Team
David Cosgrove, Democratic Services Team

43. APOLOGIES FOR ABSENT MEMBERS

Councillors Ashton, Brown, Cook, Price, Prince and Young.

44. DECLARATIONS OF INTEREST FROM MEMBERS

None.

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

None.

46. MINUTES OF PROCEEDINGS

The Minutes of Proceedings of the Council held on the 30 September, 2021, having been laid before the Council.

A Member referred to Minute 28.1 'Report of the Constitution Committee' indicating that the minute did not reflect Council's agreement to the Constitution Committee being requested to consider a requirement for all Councillors to record, through signature, that they had read and understood the Council's Constitution and in particular the Code of Conduct for Elected Members.

RESOLVED –

- (i) That the minutes be confirmed.
- (ii) That Constitution Committee be requested to consider the requirement for all Councillors to record, through signature, that they had read and understood the Council's Constitution and in particular the Code of Conduct for Elected Members.

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

None.

48. BUSINESS REQUIRED BY STATUTE - ANNUAL REPORT OF THE DIRECTOR OF PUBLIC HEALTH

The Leader of Council presented to Council the Annual Report of the Director of Public Health (DPH). This year's DPH report focused on the COVID response in Hartlepool and looked at how COVID had affected residents and staff in the council and partner organisations. A similar format to last year's report had been used and by utilising video had produced an accessible record of the response and effect of the response over the last 18 months. The report included views from residents who had used some of the support services as well as collating the views of young people on the vaccination programme and school children on how COVID has affected them.

The DPH's annual report had been approved by the Health and Wellbeing Board on 15 October, and all elected Members had opportunity to review the report at the Members' Seminar on 19 October. The report would also be considered by the Audit and Governance Committee on 11 November.

RESOLVED – that the Annual Report of the Director of Public Health be received.

49. ANNOUNCEMENTS

The Mayor indicated that a card would be sent on behalf of Council wishing the Deputy Mayor, Councillor Cook, well after his recent surgery.

The Mayor announced that she would be holding a Charity event on the evening of 22 November.

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

None.

51. TO RECEIVE REPORTS FROM THE COUNCIL'S COMMITTEES

None.

52. TO CONSIDER ANY OTHER BUSINESS SPECIFIED IN THE SUMMONS OF THE MEETING - HARTLEPOOL ARMED FORCES COVENANT – PROGRESS (2020/21)

In the absence of the Armed Forces Champion, Councillor Price, the Managing Director presented Councillor Price's update report to Council.

A Seaton Carew ward councillor highlighted the condition of the Seaton Carew War Memorial Site which was in need of repair and a hindrance to veterans paying their respects, particularly on Remembrance Sunday. The Managing Director stated the legal position was complicated by the Council not owning the land and, therefore, an application to the Secretary of State would be required to enable remedial works to be carried out. Members supported the progressing of such an application.

RESOLVED –

- (i) That the Armed Forces Champion Update be noted.
- (ii) That Council supports the submission of an appropriate application to the Secretary of State in relation to Seaton Carew War Memorial.

53. REPORT FROM THE POLICY COMMITTEES

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

(1) Youth Justice Plan 2021-2023– Report of Children's Services Committee

The Chair of the Children's Services Committee submitted the draft Youth

Justice Strategic Plan 2021-2023 for adoption by Council. The plan had been subject to wide consultation with the public and partner organisations including consideration by the Safer Hartlepool Partnership, Audit and Governance Committee and the Children's Strategic Partnership.

The Mayor welcomed the Strategic Plan and requested that Council's thanks be extended to those staff involved in the drafting and implementation of the plan.

RESOLVED – That the Youth Justice Strategic Plan 2021-2023 be received and adopted.

(2) Statement of Gambling Principles - Report of Licensing Committee

The Chair of the Licensing Committee submitted for Council adoption the draft Statement of Gambling Principles. The Gambling Act required licensing authorities to re-visit and re-publish their Statement of Gambling Principles every three years. Hartlepool's current Statement expires in January 2022.

A new draft Statement was subsequently prepared and underwent a consultation exercise. The new draft Statement did not deviate from the Council's current and other recent Statements as there have been no significant local or national gambling developments. The Statement detailed what the Council expects of gambling operators to ensure that both children and vulnerable people are not harmed or exploited by gambling and that gambling premises are prevented from being a source of crime and disorder.

As with previous policies, the draft Statement contained a 'no casino' resolution. Whilst there is no expectation that any application for a casino would be made in Hartlepool, the Licensing Committee believed that retaining the 'no casino' resolution makes an important statement that Hartlepool would not welcome any interest from developers.

The Chair of the Licensing Committee commended the Statement of Gambling Principles to Council.

Concern was expressed by a Member that Casinos were not necessarily the blight that affected those most vulnerable to gambling addiction but that easy access to one-armed bandit gambling machines at many venues around the town was, however, a grave cause for concern. The Member questioned how many such machines were licensed in Hartlepool and what measures were in place to ensure they were not being targeted at the those most vulnerable to gambling addiction, those with mental health issues and children. The Chair of the Licensing Committee undertook to provide a written response to the Member's question.

RESOLVED – that the Statement of Gambling Principles be received and adopted.

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

None.

54. MOTIONS ON NOTICE

None.

MANAGING DIRECTOR'S REPORT

55. COMMITTEE/OUTSIDE BODY RESIGNATIONS

The Managing Director reported that Councillor Ashton had resigned from both the Children's Services Committee and the Audit and Governance Committee. Nominations were sought from the Coalition Group for the two seats.

Elected Members were also informed at the last meeting of Full Council of Councillor Young's resignation from Hartlepool Power Station – Community Liaison Committee. The Managing Director reported that clarification was sought with Councillor Young's after the meeting and Councillor Young had confirmed he would continue with the appointment to Hartlepool Power Station – Community Liaison Committee as Chair of the Planning Committee.

RESOLVED –

- (i) That the following committee appointments be confirmed as replacements for Councillor Ashton:

Children's Services Committee – Councillor Cassidy
Audit and Governance Committee – Councillor Hall

- (ii) That Councillor Young's continued position as representative to Hartlepool Power Station – Community Liaison Committee as Chair of Planning Committee, be noted.

56. COVID UPDATE

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

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

At the current time COVID-19 cases in Hartlepool continue to be high and we are particularly seeing a marked increase in school-age children, which is impacting on students and staff. Our priority remains to maximise the number of children and young people in face to face education and minimise any disruption. Therefore, as well as continuing with the existing measures the Director of Public Health was advising that;

In secondary schools:

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

In primary schools:

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

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

The current levels of Covid-19 infection in Hartlepool were 447/100,000 and there had been 10 further deaths since the last Council meeting.

The Managing Director advised that all Members should continue to wear face masks in the public areas of the Civic Centre.

Members thanked the Managing Director of the update report and expressed their concern at the levels of infection in Hartlepool. As well as the advice issued to schools Members requested that the Director of Public Health issue further advice recommending people to wear face masks when in shops or when using public transport. The Managing Director indicated that she would ask the Director of Public Health to extend his advice to the public as suggested.

RESOLVED – That the update report be noted.

57. LEVELLING UP FUND

The Managing Director reported that the Council had received formal notification that on this occasion we were not successful regarding the outcome of our application to the first round of the Levelling Up Fund. The formal letter was circulated to Members at the meeting.

Hartlepool's application formed part of the significant UK-wide interest in the first round of the Levelling Up Fund and was assessed against the criteria outlined in the Levelling Up Fund Prospectus and the Levelling Up Fund Technical Note. Whilst disappointing, there were further rounds of the Levelling

Up Fund and the Council would be able to resubmit a bid in future rounds.

The Managing Director stated that she would be writing to the Secretary of State for Levelling Up, Housing and Communities, to understand why Hartlepool – a Borough with high deprivation levels – was overlooked for Levelling Up funding in round one and that we would come back with a revised bid in spring 2022.

As one of the smallest unitary authorities in the country, pulling together a bid of this size in such a short space of time was incredibly demanding for our staff. The Managing Director stated that she was proud that Hartlepool had a team of dedicated and hardworking officers who were passionate about bringing positive change to Hartlepool, which had recently been demonstrated by the success of our Town Deal vision.

Members expressed their concern at the comments made by the Town's Member of Parliament and stated their support for the officers that had prepared the bid and their willingness to assist in the shaping of a new bid in the spring.

RESOLVED – that the report and comments be noted.

58. PUBLIC QUESTIONS

None.

59. QUESTIONS FROM MEMBERS OF THE COUNCIL

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

None.

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

None.

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

None.

- d) Minutes of the meetings held by the Police and Crime Panel held on 3 June 2021 and 6 July 2021 and Cleveland Fire Authority held on 30 July 2021;

Received.

The meeting concluded at 6.40 pm.

CEREMONIAL MAYOR

COUNCIL

16 December 2021



Report of: Neighbourhood Services Committee

Subject: REVIEW OF NEIGHBOURHOOD AND
REGULATORY SERVICES

1. PURPOSE OF REPORT

- 1.1 At Full Council on 30th September 2021 it was agreed by Members that a report would be submitted to the Neighbourhood Services Committee to consider the work delivered by the Neighbourhoods and Regulatory Services Department.

2. BACKGROUND

- 2.1 On 30th September 2021 the following motion was presented to Full Council:

“Council recognises and celebrates the hard work of our neighbourhood teams and the extraordinary financial and staffing pressures that have been placed upon them due to the £22million plus per year in cuts by the Conservative Government over the last decade. However, residents are increasingly and rightly angry with the maintenance, upkeep, and cleanliness in many parts of our town. Weeds and grassed areas are overgrowing, green spaces are plagued by litter, broken glass and dog fouling and community assets, like our play areas, are too often in a state of disrepair. So many Hartlepool people have stepped up through initiatives like the ‘Big Town Tidy Up’ and now we need to follow their lead. We need to get back to basics. To live in an environment that is clean and well maintained is a basic right of every citizen of our town and for too many it is simply not being met. Education, innovation and enforcement are all required if we are to meet these challenges and only bold, new thinking will succeed in achieving the change we need. Therefore, the council resolves to request that the Neighbourhood Services Committee set up a working group, chaired by an elected member who is not currently burdened with such a position, and which is open to all members, to examine every aspect of this problem and to report back to council, with recommendations, by Christmas.”

- 2.2 In response a Member considered it was more appropriate for the Motion to be dealt with by the Neighbourhood Services Committee, to which all elected members would be invited, and therefore they proposed the following amendment to the motion:

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

- 2.3 The amendment was accepted and the amended motion was agreed, with no dissent.
- 2.4 At its meetings to be held on the 9th December 2021, Neighbourhood Services Committee Members will consider the report attached at **Appendix 1**.
- 2.5 This report to members (Appendix 1) set out the scale, complexity and variety of functions delivered by the Neighbourhood and Regulatory Services Department, while also detailing the scale of the savings already achieved and the subsequent impact of those, how services have adapted and innovated with new ways of working, before concluding with achievements.
- 2.6 Members of the Committee will asked to consider and approve the following recommendation:
1. *Members are asked to consider the content of the report and given the detailed review already undertaken, whether any further action is required.*
- 2.7 Owing to the timing of meetings this report is being submitted to enable Members to familiarise themselves with the proposals.
- 2.8 A verbal outcome on the decisions of the Neighbourhood Services Committee will be provided at the meeting of Full Council.

3. RECOMMENDATIONS

- 3.1 It is recommended that Members consider the reports and the recommendation(s) of the Neighbourhood Services Committee.

4. BACKGROUND PAPERS

- 4.1 Neighbourhood Services Committee – 9th December 2021 – attached as **Appendix A**.

5. CONTACT OFFICER

Tony Hanson
Director of Neighbourhoods and Regulatory Services
Email tony.hanson@hartlepool.gov.uk
Tel: 01429 523301

NEIGHBOURHOOD SERVICES COMMITTEE

9th December 2021



Report of: Director of Neighbourhoods and Regulatory Services

Subject: REVIEW OF NEIGHBOURHOOD AND
REGULATORY SERVICES

1. TYPE OF DECISION/APPLICABLE CATEGORY

1.1 Non-key – referral from Full Council.

2. PURPOSE OF REPORT

2.1 On 30th September 2021, it was agreed by Full Council, in response to a motion on the work delivered by the Neighbourhoods and Regulatory Services Department that a report would be presented to the Neighbourhood Services Committee for consideration, before taking a further report to Full Council in December.

2.2 Therefore this report details the work carried out by the Neighbourhoods and Regulatory Services Department, some of the innovative work that has been undertaken in recent years, highlighting the challenges we have faced and the changes we have seen in service delivery during this time.

3. BACKGROUND

3.1 On 30th September 2021, the following motion was presented to Full Council:

*“Council recognises and celebrates the hard work of our neighbourhood teams and the extraordinary financial and staffing pressures that have been placed upon them due to the £22million plus per year in cuts by the Conservative Government over the last decade.
However, residents are increasingly and rightly angry with the maintenance, upkeep, and cleanliness in many parts of our town. Weeds and grassed areas are overgrowing, green spaces are plagued by litter, broken glass and dog fouling and community assets, like our play areas, are too often in a state of disrepair.
So many Hartlepool people have stepped up through initiatives like the ‘Big Town Tidy Up’ and now we need to follow their lead.*

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

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

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

- 3.2 In response a Member considered it was more appropriate for the Motion to be dealt with by the Neighbourhood Services Committee, to which all elected members would be invited, and therefore they proposed the following amendment to the motion:

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

- 3.3 The amendment was accepted and the amended motion was agreed, with no dissent.

4. REVIEW OF NEIGHBOURHOOD AND REGULATORY SERVICES

- 4.1 In carrying out a review of Neighbourhoods and Regulatory Services, it is important to highlight the scale, complexity and variety of functions delivered by this department.
- 4.2 Furthermore this report will detail the scale of the savings already achieved and the subsequent impact of those, how we have adapted and innovated with new ways of working, and concluding with achievements.
- 4.3 The services delivered by Neighbourhood and Regulatory Services are split across Place Management, Regulatory Services and Strategic Policy and Facilities Management.

Place Management

- 4.4 Place Management is responsible for Environmental Services, Fleet Management, Highways, Engineering and Building Design, Passenger Transport, Construction and Planning and Building Control.
- 4.5 Environmental Services covers waste collection and disposal, as well as cleansing and grounds maintenance. The service received over 5,000 requests from residents during 2020-21. We have introduced a full end to end digital transformation whereby from point of contact to service fulfilment, service requests are automatically directed to crews based on location or

task/activity. This new way of working has enabled the service to operate more efficiently with less resources and also created operational savings in time, fuel, printing and paper.

- 4.6 Our Bulky Waste service continues to be in high demand following the introduction of a second team in May 2021. The number of slots subsequently increased from 60 to 120 per week, with the aim of the service being to ensure that residents wait no longer than 5 working days for a collection. There remains a 50% reduction in the cost for residents in receipt of primary benefits, including Council Tax Support. Furthermore the teams now use digital technology to receive collection information and 50% of these bookings are now carried out online. Over 400 residents have provided feedback about their online experience and the average rating of these users is 4.6 out of 5 stars.
- 4.7 Our Fleet Services manages and maintains over 220 vehicles as well as our plant and equipment. Without a well maintained fleet the front line services would fail to deliver for residents. In addition to maintaining our own fleet, the service also brings in external income from sources such as MOT's, taxi testing's and HGV tests.
- 4.8 Our Highways Team are responsible for the plotting of assets including streetlights and grit bins, which are all now available online via maps. This approach makes it easier for residents to report issues, together with more accurate information being passed to Highways Inspectors. Nearly 7,500 service requests were received during 2020-21 and the online user rating was 4.6 out of 5 stars from those providing feedback.
- 4.9 In addition to this they also oversee the resurfacing of the Councils highway, the permitting of road works, the delivery of local safety schemes and the inspection of all our highways and footpaths. The National Driver Offender Retraining Scheme contract is also administered through this team on behalf of Cleveland and Durham police forces.
- 4.10 Our Engineering and Building Design Team are responsible for the design and delivery of all engineering and building projects within the Borough. They also have statutory duties in relation to dangerous structures, flood and coastal risk management, contaminated land, legionella and asbestos. In the financial year of 2018/19 the teams generated over £500,000 of income from both internal and external sources. Over the last 10 years the team has seen its reputation develop within the region which has led to requests to deliver works outside of Hartlepool for both public and private clients.
- 4.11 Passenger Transport provides the mainstream transport for students covering 8 routes and carrying 610 students, making over 115,000 journeys each year. We also cover 80 routes carrying 266 students, making over 50,000 journeys to support children with special educational needs and disability. We also assist Adult Services by providing transport which covers 5 routes making over 22,000 journeys each year, and in addition, we deliver

services for adult education covering 8 routes carrying 36 passengers and making nearly 7,000 journeys.

- 4.12 Over 15,000 residents have a concessionary pass, providing free off-peak bus travel. Residents can apply for, and renew, their pass online by uploading a photograph and attaching supporting information without needing to visit the Civic Centre. During 2020-21 nearly 500 residents took advantage of this new service and they rated their renewal experience as 4.8 out of 5 stars.
- 4.13 The Construction Team covers all elements of building, mechanical and electrical services both for Hartlepool Borough Council, schools and academies and have a growing reputation with neighbouring authorities to generate external income. They previously delivered the Centre for Independent Living which went on to win a national award for Value and are currently undertaking significant restoration works to buildings on Church Street.
- 4.14 Our Planning and Building Control Teams have supported the construction of over 1,200 new residential properties in Hartlepool over the last 5 years. These developments have brought in a significant amount of Section 106 financial contributions to the Borough totalling over £5.2m.

Regulatory Services

- 4.15 Regulatory Services is responsible for Environmental Health, Trading Standards, Licensing, Housing Standards, Community Safety, Civil Enforcement and Emergency Planning.
- 4.16 Regulatory Services receives a significant number of service requests each year. Officers then investigate the issue and take appropriate action, where needed. Service Requests can include dealing with a barking dog, helping an elderly person who has been the victim of a scam, pest control treatments, responding to a food complaint, investigating a fly tipping incident, dealing with a nuisance neighbour or resolving a complaint about a landlord. Nearly 25,000 requests have been carried out in the last 3 years.
- 4.17 Regulatory Services carries out programmed inspections and visits each year to monitor and maintain legal compliance. This work includes visiting food premises to carry out food hygiene inspections, health and safety visits to ensure premises are not posing a risk to customers and/or staff, visiting pubs and other licensed premises to ensure they are operating in accordance with their licence and carrying out sampling of food and other products to test for legal compliance with appropriate standards.
- 4.18 While over the last 3 years the service carried out over 17,000 inspections and visits, the number reduced significantly during 20/21 due to COVID. This meant that physical inspections were not possible for much of the time. The Public Protection Team has, and continues to play, a vital role in 'test and trace' work providing COVID advice and guidance.

- 4.19 COVID has a significant impact on the Public Protection Team in 2020/21 with most officers having to spend some, or all, of their time giving advice to the general public/traders, dealing with complaints or contact tracing. Work carried out during this time included over 2,000 service requests and nearly 2,500 Contact Tracing calls.
- 4.20 The Emergency Planning Unit works across the four Local Authorities of Hartlepool, Middlesbrough, Stockton and Redcar and Cleveland, with Hartlepool being the lead authority. As a local authority our focus in an incident is on supporting the emergency response, facilitating recovery and maintaining key services.
- 4.21 The Unit works to legislation including the Civil Contingencies Act and specific industrial legislation relating to the power station, pipelines and chemical industries. This requires the undertaking of risk assessments, training of staff, development and testing of emergency plans.
- 4.22 The Unit provides the management and secretariat for the Cleveland Local Resilience Forum, a multi-agency partnership of emergency services, local authorities, health agencies and utilities. This ensures that 24/7 advice and guidance to staff and responders is provided through a duty officer function.
- 4.23 The Community Safety team is responsible for the development and co-ordination of the activities of the Safer Hartlepool Partnership. This includes co-ordination of local Prevent activity and responsibility under the Crime and Disorder Act 1998 for the development and implementation of the Borough's Community Safety Plan to reduce crime, anti-social behaviour, substance misuse and offending behaviour.
- 4.24 The team provides a number of services that contribute towards building safer, stronger neighbourhoods across Hartlepool including:
- The anti-social behaviour unit;
 - Victim and crime prevention services;
 - Public space CCTV; and
 - Parking and environmental enforcement services.

Strategic Policy and Facilities Management

- 4.25 The Strategic Policy and Facilities Management Division oversee School Meals, Function Catering, Building Cleaning, Security Contract, Administrative and Support Services.
- 4.26 We work in 37 schools, plus various other buildings, employing over 370 staff covering a total of 540 cleaning and catering posts. Our annual income is close to £5m each year.
- 4.27 Administration and Support Service functions undertaken include information management, performance planning and monitoring, PA's and clerical support, also managing the department's training programme.

Revenue Budget and Savings Implications

- 4.28 Neighbourhoods and Regulatory Services has achieved significant savings in the last few years with the reduction of nearly £1.7m over the last 10 years from its revenue budget.
- 4.29 Unfortunately in recent years our Environmental Services Team has provided the majority of those savings with £1.4m achieved, which has seen the loss of 2 service managers, 2 team leaders, 3 supervisors, 14 drivers/cleansing/grounds maintenance, 4 casual staff, ceasing the use of agency staff, and a reduction in overtime.
- 4.30 In 2016, there were 34 employees working in horticulture, with 16 employed on casual agreements covering the summer months. We also had 5 operatives driving tractors and 12 using our ride on grass cutting machines. By 2021 these numbers were reduced to 29 employees, with only 7 employed on casual agreements, while we were left with 3 operatives driving tractors and 7 using our ride on grass cutting machines.
- 4.31 In 2016, there were 36 employees working in street cleansing, with 7 staff operating our small mechanical sweepers, 3 using our large sweepers and 3 driving our specialist litter bin vehicles. By 2021 there were 24 employees working in the service, with 3 staff operating our small sweepers, only 1 using our large sweeper and 2 driving our specialist litter bin vehicles.
- 4.32 In summary the combined resources for this service has been reduced from 70 core staff and 16 casual workers in 2016, to 53 core staff, 7 casual workers and 3 apprentices in 2021.
- 4.33 From those staffing figures remaining above, we have 45 staff members who are allocated to essential and ongoing work. Those remaining staff carry tasks such as weed management and cleansing duties, fly tipping removal, litter picking open spaces, shrub bed maintenance, hand grass cutting rounds, the maintenance of shopping parades and car parks, marking out sports pitches, maintaining bowling greens, and reacting to customer service/Ward Member requests.
- 4.34 The service has also reduced the number of fleet vehicles it operates, and in the last 5 years we have removed 8 sweepers, 5 mowers and 2 vans from the service to help achieve the necessary savings proposals.
- 4.35 It is also important to highlight the significant impact the COVID pandemic has had on how we deploy our resources due to the number of staff who do not hold a current full driving licence, the loss of staff to sickness/self-isolation, new health and safety protocols introduced to protect our workforce and how we manage and allocate work to our apprentices.
- 4.36 In January 2016 the separate roles of civil car parking and environmental enforcement officer were merged to a general civil enforcement role. At that time there were 17 staff within the team, whereas the current team consists

of 8 Civil Enforcement Officer posts, 2 supervisors and a team leader in this, which is a reduction of 6 employees in the service.

- 4.37 Despite the reduction in those staffing numbers, coupled with the fact that we have not had a full complement of officers over the last 3 years, the performance of the team has significantly increased in 2021 from previous years whereby 173 fixed penalty notices have been issued to date, and in comparison, we only issued 47 in 2018, 24 in 2019 and 53 in 2020.
- 4.38 This improved performance results from the positive change to working practices and by focusing our limited resources on targeting hot spot areas based on excellent intelligence provided by the public, which enables us to often achieve successful results.
- 4.39 Furthermore we are also seeing the benefits of working as part of the integrated Hartlepool Community Safety Team comprising of various Council services, Cleveland Police and Cleveland Fire Brigade, with support from Thirteen Group, whereby intelligence is shared and resources pooled to target areas and deliver the most appropriate action plan to help local residents.

Service Transformations

- 4.40 In order to achieve the significant savings proposals achieved and to help deliver transformational services, Neighbourhoods and Regulatory Services have continued to adapt, innovate and embrace new technology to ensure we can deliver the best services possible for our residents, businesses and visitors alike.
- 4.41 For example the introduction of the Council's On Line Portal enables members of the public to log service requests which enables information to go direct to teams, making the service more efficient, while also ensuring that the person making the request is provided with an update at the appropriate time.
- 4.42 The introduction of a new digital booking solution at the Household Waste Recycling Centre in May 2020 prioritises access for Hartlepool residents, reduces congestion on Burn Road, and complies with COVID secure working practices. More importantly it has enabled the Council to manage the waste being deposited at the site, and by whom, by using hand-held devices to check vehicles in.
- 4.43 This new digital solution developed in-house at nil cost to the Council allows for around 450 visitors per day, providing a much better, stress free visitor experience, with many residents able to make a same-day appointment via the telephone, or online, to visit the site. Staff have noted that we have received excellent positive feedback about the Household Waste Recycling, which can be demonstrated by the feedback we have received from over 8,000 users averaging their experience as 4.55 out of 5 stars, while over 80% of residents booked their slots online.

- 4.44 The introduction of the integrated Hartlepool Community Safety Team comprising of the Council's Community Safety Team, Cleveland Police and Cleveland Fire Brigade, supported by a number of other Council services, and partners such as Thirteen Group and other housing providers has produced a number of positive and successful outcomes through intelligence and information sharing, agreed targeted action plans and the use of shared resources.
- 4.45 In 2019 we moved to an updated system allowing us to issue residents with virtual parking permits. The system is linked to the Officer's mobile phones and this allows them to more efficiently enforce residents parking zones. Furthermore that saved time allows officers to spend additional time on environmental enforcement.
- 4.46 Despite having a number of vacancies within the Civil Enforcement Team throughout the year, the changes in working practices and targeted work have allowed us to dedicate additional resourced to environmental enforcement work. This can be demonstrated by the significant increase in the total number of Section 46 Notices issued, covering informal through to fixed penalty notice, which was 255 in 2019, 583 in 2020, and 1,383 to date in 2021.
- 4.47 These officers have also been carrying out targeted enforcement in known hot spot areas of the Borough in conjunction with partners. Two section 46 operations were carried out in the Burn Valley and Victoria wards and each lasted approximately six weeks, with the work specifically focused on fly tipping in back streets. These locations were identified using intelligence from various sources and the work has brought about noticeable improvements in those areas. This year they have issued 80 littering fixed penalty notices and 40 fly tipping fixed penalty notices to date. In comparison, the numbers for littering were 14 in 2019 and 5 in 2020, while for fly tipping the figures were 19 in 2019 and 35 in 2020, so both demonstrate significant improvements in performance on previous years.
- 4.48 Following a significant increase in fly tipping in 2020 a multi-agency fly tipping working group was established which includes the Council, Cleveland Police, Cleveland Fire, Thirteen Group, Hartlepool Big Town Tidy Up and Plastic Free Hartlepool. The group works to an agenda of Education, Prevention and Enforcement. In addition to the many obvious benefits of reducing fly tipping in the town, it also has a positive impact on deliberate fire setting as many incidents of arson involve using dumped waste/rubbish as the source of the fire.
- 4.49 Furthermore we have carried out a successful media campaign on fly tipping to remind the public of the support, to address some of the myth busting claims and to remind the public that we need their support and intelligence to eradicate this issue.
- 4.50 Work has already begun to reduce the illegal dumping of waste by physically closing off some rural and urban locations that had become dumping hot

spots, additional CCTV cameras have been purchased using external grant funding and a media campaign has been drawn up by HBC Communications Team. This includes the promotion of a 'Fly Tip Off' hotline, increased enforcement of Section 46 and 47 EPA Notices requiring domestic and business waste bins to be used correctly, increased use of CCTV and increased partnership working.

- 4.51 Deliberate fire setting has been identified as one of the initial three priority areas for the newly established Anti-Social Behaviour Working Group and once again this will work to an agenda of Education, Prevention and Enforcement.
- 4.52 We also support a number of individuals/voluntary groups, whose support is invaluable, as they help the Council to keep Hartlepool clean due to those irresponsible people who plague our streets with their anti-social behaviour. The Council provide ongoing support to any individual/group who seeks our assistance in the form of litter pickers, hoops, bags, and the Council will then collect the waste from an agreed point.
- 4.53 One of the first active groups was led by a young girl named Jessica Stone, who in 2017 set up the Seaton Beach Tidy Up and subsequently won a Keep Britain Tidy Award in 2018 due to the work she carried out, while more recently we have the support of the Hartlepool Big Town Tidy Group.
- 4.54 To date, in 2021, over 12,000 bags of litter have been collected by approximately 3,000 Hartlepool residents, either in groups or individually.
- 4.55 We have also installed new signage on the A689 and A179 to aid motorists using those roads, however we have used these signs to promote key messages to visitors and residents. More recently we used this signage to advise motorists of a one lane closure to carry out a litter pick of the A689, which cost approximately £6k.

Capital Investment

- 4.56 The Council has invested over £3.5m of capital spend in the last 10 years covering Environment, Play Areas and Safety Schemes.
- 4.57 In delivering the Neighbourhood Investment Programme we also secured an additional £1m to support the investment that the Council had committed to improve our neighbourhoods.
- 4.58 Furthermore we have also invested over £100k on new litter bin technology in Seaton, and in doing so, this resulted in additional funding from Thirteen Group resulting in more of these bins being installed in Owton Manor and Davison Drive to address litter issues while providing facilities to help keep streets clean.
- 4.59 This programme of investment has resulted in over £500k of improvements to Rossmere Park in order to enhance the space including the play area,

pond and the creation of an events area. There has been further investment to improve play facilities in some of the most popular areas in the Borough in play areas in Ward Jackson Park, Burn Valley, Seaton Park, Coronation Drive and the Headland. This project has also delivered CCTV in parks in order to assist in enforcement work, while improving some of the public realm in locations across the Borough.

4.60 Alongside this work there has been investment in Church Street and Church Square to improve pedestrian links around this area, while also improving the amenity spaces as such green spaces, which are scarce in the town centre.

4.61 In the past year, we have also invested a significant amount of funding in our highways, such as:

- Highway Resurfacing Schemes – £1,135,000;
- Cycleway resurfacing – £8,500;
- Department for Transport Pothole fund – £386,000;
- New Cycleway investment – £74,000;
- Wynyard Signalisation – £1,000,000;
- Reactive Maintenance – £725,000; and
- Gully Cleaning – £143,000

Achievements

4.62 During the last 5 years this service has secured a number of successful achievements to reflect the positive work that is undertaken by dedicated officers, despite the impact of those savings and changes detailed above.

4.63 Hartlepool Borough Council has successfully secured the National Driver Offender Retraining Scheme contract for a further 5 years, with a possible extension for an additional 2 years, subject to performance. Consequently we administer the driver training programmes on behalf of both Cleveland and Durham police forces, delivering over 28,000 courses in 2020/21.

4.64 We have also successfully tendered for the Eden Academy Trust meaning we will now provide the catering for 4 of their schools, adding 2 new schools to our portfolio.

4.65 In the last two years, we have secured almost £2m of Government funding to improve the energy efficiency of homes in Hartlepool and over £400,000 safer streets funding for additional CCTV, improved street lighting, enhancements to alley gates and target hardening.

4.66 As a Council, our work has successfully seen our projects and/or services win, or by nominated for a number of awards, such as:

- Winner of Regional Council of the Year at the Energy Efficiency Awards in 2021;

- RTPI Award Winner for Excellence in Planning for a Successful Economy for the BIS in 2021;
- Best Workforce Initiative Winner for the APSE Service Awards in 2020;
- Facilities Management shortlisted as a finalist for Best Team of the Year at the APSE Service Awards in 2020;
- Building Control shortlisted as a finalist for Best Team of the Year at the APSE Service Awards in 2020;
- Highways shortlisted as a finalist for the most improved highways team at the APSE Service Awards in 2020;
- Awarded Warm up North Highly Commended Council of the year for large scale project in 2020 at the North East Energy Efficiency awards;
- Winner of the Warm up North Winner large Scale Project in 2019 at the North East Energy Efficiency awards;
- Awarded 3rd place at the North East Energy Efficiency awards for our Multi Measures Project in 2019;
- Hartlepool Community Safety Team were given the ROSE (recognition of outstanding service and excellence) Gold Award for continuous improvement in 2019;
- School Catering and Building Cleaning successfully achieved ISO9001:2015 accreditation for the first time in 2019;
- School Catering shortlisted for APSE Performance Network Best Performer in 2019;
- Building Control shortlisted for APSE Performance Network Best Performer in 2019;
- Winner of the Constructing Excellence Sustainability Category for Headland Sea Walls in 2019;
- Winner of the Constructing Excellence Innovation Category for Headland Sea Walls in 2019;
- Winner of the Constructing Excellence Value Category for Headland Sea Walls in 2019;
- Awarded Constructing Excellence Highly Commended Project of the Year in 2019 for Headland Sea Walls;
- Winner of the Institution of Civil Engineer Project of the Year for Whitley Bay Central Promenade in 2019;
- Awarded Client of the Year by the Civil Engineering Contractors Association in 2019;
- Winner of Constructing Excellence Project of the Year in 2018 for Hartlepool Town Wall;
- Winner of Constructing Excellence Value Category for the Centre Independent Living in 2018;
- Winner of Institution of Civil Engineer Project of the Year in 2017 for Hartlepool Town Wall;
- Winner of the Civil Engineering Contractors Association Going the Extra Mile Category in 2017 for Hartlepool Town Wall;
- Winner of the Civil Engineering Contractors Association Project of the Year in 2017 for Hartlepool Town Wall; and

- Winner of the Best Performer in Roads, Highways and Winter Maintenance at the APSE Performance Awards in 2017.

4.67 It is worth noting that in achieving the award for Value in 2019, Hartlepool Borough Council became the first organisation ever to retain the accolade for delivering Value two years in a row, which demonstrates our commitment to deliver innovative and creative schemes based on value and excellence.

5. CONCLUSION

- 5.1 As Director of Neighbourhoods and Regulatory Services I remain extremely proud of the services we provide and despite the challenges that we have, and still face, we have continued to deliver many front line services to residents, visitors and businesses across Hartlepool.
- 5.2 The scale and intensity of the savings made within this department in recent years has meant that we have had to adapt, innovate, transform and evolve as we try to continue to deliver the best services we can.
- 5.3 Taking into account the financial constraints that the Council are encountering, it must be accepted that, with reduced resources, it can have an impact on performance. Furthermore officers have worked tirelessly over the last 21 months in dealing with the COVID pandemic, with many carrying out very different roles to support our most vulnerable residents during the early part of the crisis.
- 5.4 However, despite all of this, our officers are dedicated and committed to the Council, and are doing their utmost to 'catch up' on those services that we were not able to carry out to the high standards that we set ourselves, as we try to return to what is very much the new normal.

6. OTHER CONSIDERATIONS

Finance	No relevant issues
Legal	No relevant issues
Risk Implications	No relevant issues
Consultation	No relevant issues
Staffing	No relevant issues
Child/Family Poverty Considerations	No relevant issues
Equality and Diversity Considerations	No relevant issues
Section 17 of The Crime And Disorder Act 1998 Considerations	No relevant issues
Asset Management Considerations	No relevant issues

7. RECOMMENDATIONS

- 7.1 Members are asked to consider the content of the report and given the detailed review already undertaken, whether any further action is required.

8. REASONS FOR RECOMMENDATIONS

- 8.1 A detailed and comprehensive report is provided following the review of Neighbourhoods and Regulatory Services, and taking into account the scale of cuts to those services, it is acknowledged that innovation and service improvements are a continual aspiration in the pursuit of ensuring the residents, businesses and visitors to Hartlepool are provided with the best services they can within the limited resources available.

9. BACKGROUND PAPERS

- 9.1 Council Minutes – 30th September 2021.

10. CONTACT OFFICERS

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Sign Off:-

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



Report of: Neighbourhood Services Committee

Subject: OUT OF HOURS NOISE SERVICE AND NOISE APP

1. PURPOSE OF REPORT

- 1.1 At Full Council on 28th January 2021 it was agreed by Members that a report would be submitted to the Neighbourhood Services Committee to consider the return of the 24 hour noise monitoring service and to look at new options to assist in this process of noise monitoring by trialling the use of one for a period of at least one year.

2. BACKGROUND

- 2.1 On the 28th January 2021 a motion was presented to Full Council regarding the use of new technology to support noise and anti-social behaviour monitoring, as follows:

*“Anti-Social Behaviour through noise nuisances cause stress and anxiety for many of our resident’s right across the town.
As technology moves on and new products become available to the market we believe that this council should consider the potential use of apps for residents to log noise complaints so that it makes the process as easy as possible for them and for our officers who are investigating complaints.
We therefore request that the Neighbourhood Services Committee consider a number of new options to assist in this process and look to trial one of them for a period of at least one year before evaluating the impact.”*

- 2.2 A number of elected members spoke in support of the Motion being considered by the Neighbourhood Services Committee, however an addendum was moved a Member:

“That the Neighbourhood Services Committee also consider the return of the 24hr noise monitoring service.”

- 2.3 The mover of the Motion accepted the addendum and Members approved the amended motion unanimously and therefore it was agreed that a report would be submitted to Neighbourhood Services Committee.

- 2.4 At its meetings on the 19th October 2021, the Neighbourhood Services Committee considered the report attached at **Appendix A**.
- 2.5 The report to Members (**Appendix A**) sets out to consider the introduction of the return of the 24 hour noise monitoring service and look to trial and evaluate a noise app for at least one year.
- 2.6 Consequently Members of the Committee approved the following:
1. *That this Committee inform Council that it had considered the introduction of a 24/7 out of hour's noise service and that Members did not support the introduction of this service due to the excessive cost and limited benefit at a time when the Authority is having to identify significant budget savings.*
 2. *That this Committee inform Council that it had considered the trial of a Noise App for use by residents as part of the noise complaint process but did not consider it to be value for money.*

3. PROPOSALS

- 3.1 By presenting the report to Neighbourhood Services Committee the unanimous decision made by Members at Full Council on 28th January is appropriately actioned.

4. RECOMMENDATIONS

- 4.1 It is recommended that Members note the reports and the recommendations approved by Members of Neighbourhood Services Committee.

5. BACKGROUND PAPERS

- 5.1 There are no background papers in relation to this report.

6. CONTACT OFFICER

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Sign Off:-

Chief Executive



Chief Solicitor



NEIGHBOURHOOD SERVICES COMMITTEE

19th October 2021



Report of: Assistant Director (Regulatory Services)

Subject: OUT OF HOURS NOISE SERVICE AND NOISE APP

1. TYPE OF DECISION/APPLICABLE CATEGORY

- 1.1 Key decision (i).
- 1.2 General Exception applies because it was only when the report was prepared and costs confirmed that it became apparent that this decision would need to be included in the Forward Plan.

2. PURPOSE OF REPORT

- 2.1 To consider the referral from Full Council on 28th January 2021 for this Committee to consider the introduction of the return of the 24 hour noise monitoring service and look to trial and evaluate an noise app for at least one year.

3. BACKGROUND

Out of Hours Noise Service

- 3.1 The Authority has never operated 24 hour noise monitoring service. The previous out of hour's noise service was initially piloted between December 2006 and January 2007. This resulted in the service being extended for three weeks in June 2007 and being further extended in 2008 to operate throughout the three month period June to August, every Friday and Saturday night between 10.00pm - 4.00am.
- 3.2 At the Cabinet meeting in May 2009 members decided to extend the service to run every weekend throughout the year. However during the winter months the number of calls to the service was very low and the decision was made to return to providing the service only during the summer months when it ran until August 2013 when it was offered up as a saving in the 2014/15 budget.
- 3.3 During the operation of 'Out of Hours Noise Service' officers receive and respond to a number of complaints regarding noise nuisance, particularly from

late night parties. It also provides officers an opportunity to monitor other ongoing investigations.

- 3.4 The service operated with a lead officer who is suitably qualified and experienced, supported by an assistant. These officers came from the existing team with officers volunteering to work. On average each Lead Officer had to work an 'Out of Hours Noise Service' shift every two weeks during the three month summer period. Every shift could require on average three hours of paperwork in the office to record complaints that occurred on the shift. This was in addition to the workload each Officer had to undertake full time during the week. Problems were experienced in recruiting staff for these roles.

The Current position

- 3.5 Noise complaints are received by the Environmental Protection Team and as part of the process the complainant is requested to complete diary sheets providing evidence to enable officers to evaluate the nature of the problem and when it is occurring. Officers will then either arrange to carry out monitoring visits, or when appropriate, will arrange to install noise monitoring equipment.
- 3.6 If the noise is occurring outside of normal working hours monitoring visits are still carried out based on the information provided on the diary sheets by the complainant.
- 3.7 The team received an average of 479 complaints over the last three years. It is estimated that under 20 of these complaints required out of hours visits to be made.
- 3.8 Noise nuisance cases are dealt with through the complainant, collecting evidence by logging information on diary sheets and through the installation of specialist noise monitoring equipment. Out of hours visits are undertaken where the investigating officer feels they are required as part of their investigations. This work can often be combined with the investigation of other matters such as licensing complaints.

Noise APP

- 3.9 The trial of a 'Noise App' would allow an individual to record a nuisance noise on their smart phone or other mobile device and send it to the Council allowing officers to listen to it.
- 3.10 The Noise App is essentially a diary for complainants to record and send in to the officers who are investigating their complaint.
- 3.11 At present noise nuisance cases are dealt with through the complainant, collecting evidence by logging information on diary sheets and through the installation of specialist noise monitoring equipment. Monitoring visits are also undertaken where the investigating officer feels they are required as part of their investigation.

- 3.12. The Noise App cannot be used as a replacement for specialist noise monitoring equipment or monitoring visits as it cannot be used in court if legal action is taken. It could only be used as an additional aid to our current procedures.

4. ISSUES

Out of Hours Noise

- 4.1 The Council has never operated a 24/7 out of hour's noise service. The previous service operated on a Friday and Saturday from 10pm to 4 am during the summer months only.
- 4.2 The complaints received previously generally related to one off parties and were usually resolved at the time of the visit. Very few resulted in ongoing investigations or formal action.
- 4.3 The previous out of hour's noise service did not require a base for staff as they were out monitoring during their shift and did their paperwork on the following Monday when they returned to the office. Operating a shift from 8pm to 6am would necessitate access to welfare facilities and an office for staff to work from to complete their paperwork.
- 4.4 The extension of the previous service to every weekend throughout the year operated for a relatively short time due to the relatively small number of complaints.
- 4.5 The previous service was stopped in 2015 providing a saving in the 2016/17 budget.
- 4.6 Our existing procedures enable officers to investigate noise and other complaints which occur outside normal working hours.
- 4.7 The service is able to add value to the nightly work routine, by preparing a rota of premises to check compliance with various other conditions, such as licensing closing times for take-aways, pubs, clubs; specific conditions on clubs in relation to noise levels coming from the premises; other potential breaches of notices/ agreements in relation to enforceable conditions. However the number of complaints relating to noise outside of normal working hours does not support this amount of dedicated resource which is almost double the existing staff within the environmental protection team.
- 4.8 The provision of this service would provide a higher level of service provision than the team is currently able to provide to complainants during normal day to day operations.
- 4.9 To investigate noise complaints is a statutory duty, however the provision of an out-of-hours service is non-statutory.

Noise APP

- 4.10 The noise APP will not replace any of the work carried out by the team.
- 4.11 The Noise App cannot be used as a replacement for specialist noise monitoring equipment or monitoring visits as it cannot be used in court if legal action is taken. It could only be used as an additional aid to our current procedures.
- 4.12 While this APP will be seen by some complainants as a benefit, the noise APP is only available to those with a smart phone or similar device.
- 4.13 There is a setup fee and annual subscription required to use the APP. The setup fee and annual subscription are based on population size and usage, and it is estimated this will be up to £2,000 per year.
- 4.14 An officer will need to listen to each recording received, and while the recordings are relatively short, they will need to be downloaded to be reviewed, stored and observations noted. This will take a significant amount of officer time and the existing environmental protection team is a small team (2.5 dedicated officers) and does not have the capacity to undertake this additional work. Therefore an additional Band 10 Environmental Protection Technical Officer would be required to undertake this work and the additional cost would be £38,000.
- 4.15 It is inevitable the team will receive a number of complainants making and submitting a large number of recordings and officers would have difficulty in managing their expectations in terms of a response to the recordings they have submitted.

5. PROPOSALS

Out Of Hours Noise

- 5.1 The introduction of this service will have significant budget implications. It is not seen by officers to be essential for the operation of this service. Furthermore it would, in effect, provide a higher degree of service that we are currently able to provide with the existing resources in the team. It is therefore considered that this does not provide value for money and would be inappropriate to introduce it at a time when the Council is experiencing other financial pressures.
- 5.2 If, however, members are minded to introduce a 24/7 out of hour's noise service it would require:
- The recruitment of 2 Band 12 Lead Officers and 2 Band 9 Assistant Officers. (Note this provision does not allow for staff holidays or sickness and if this were to be covered an additional Lead Officer post would be required);
 - A suitable office location would need to be identified with possible additional associated costs;

- A car mileage allowance would be required and it is estimated that 10,000 miles a year would be covered; and
- Due to the nature of the work suitable IT providing remote access to systems for all staff will be required.

Noise APP

- 5.3 The trial of this APP will have significant budget implications since it is not seen by officers to be essential for the operation of this service or value for money. It would therefore be inappropriate to introduce it at a time when the Council is experiencing other financial pressures.
- 5.4 If, however, members are minded to introduce a trial of the Noise APP, it could be introduced for a period of one year for all noise complaints, from April 2022, if additional resources are provided.
- 5.5 Since the Environmental Protection Team is a small team of two full time officers, the current work load means that the team is working to full capacity. The trial of the noise APP would require an additional resource of 1 Environmental Protection Technical Officer to undertake this work on Band 10 at a cost of £38,000 plus the setup fee and subscription of £2,000 and additional data storage charges of £2,000.

6. FINANCIAL CONSIDERATIONS

Out of Hours Noise Service

- 6.1 The introduction of a 24/7 out of hour's noise service would require the recruitment of additional staff.
- 6.2 The Lead Officer and Assistant Officer roles were previously evaluated under the Council's job evaluation scheme and came out at Lead Officer Band 12, Assistant Officer Band 9. The hourly rates have been based on the single status agreement and that shift patterns would include unsociable hours, weekend and bank holiday working.
- 6.3 It is considered that the service would require a minimum of 2 Lead Officers on Band 12 and 2 Assistant Officers on Band 9, so the total staff cost of the service would be £254,500.
- 6.4 Car mileage would need to be paid, and it is estimated that in the region of 10,000 miles would be covered costing £5,220.
- 6.5 There will be additional costs for suitable remote IT and mobile phone usage these have not been identified at this stage.
- 6.6 There may be additional costs in relation to the provision of a suitable office base for staff these have not been identified at this stage.

- 6.7 The costs for introduction of a 24/7 out of hour's noise service cannot be covered within existing budgets. If members consider the introduction of this service to be value for money and recommend its introduction to Council, a further report would need to be prepared for Finance and Policy Committee to request in excess of £259,500 to fund this service.

Noise APP

- 6.8 The trial of the noise APP for one year would require a setup fee and subscription we estimate this will be in the region of £2,000 a year.
- 6.9 The data from the recordings received will require additional storage space and it is estimated this will cost £2,000 a year.
- 6.10 An officer will need to listen to each recording received, and while the recordings are relatively short, they will need to be downloaded to be reviewed, stored and observations noted. This will take a significant amount of officer time and as the existing environmental protection team is small, it does not have the capacity to undertake this additional work. Therefore an additional Environmental Protection Technical Officer would be required to undertake this work. The additional cost would be £38,000.
- 6.11 The costs the introduction of a trial for the noise APP cannot be covered within existing budgets. If members consider the introduction of this service to be value for money and recommend its introduction to Council a further report would need to be prepared for Finance and Policy Committee to request £42,000 to fund the trial.

7. STAFFING CONSIDERATIONS

- 7.1 The introduction of a 24/7 out of hour's noise service would require the recruitment of additional staff.
- 7.2 The Lead Officer and Assistant roles were previously evaluated under the Council's job evaluation scheme and came out at Lead Officer Band 12, Assistant Officer Band 9.
- 7.3 It is considered that as a minimum 2 Lead Officers and 2 Assistant Officers would be required to provide this service.
- 7.4 The trial of the noise APP would require the recruitment of an additional Environmental Protection Technical Assistant on Band 10.

8. ASSET MANAGEMENT CONSIDERATIONS

- 8.1 There may be asset management consideration in relation to establishing a base if the provision of the out of hours service is supported by members.

9. OTHER CONSIDERATIONS

Risk	No relevant issues
Legal	No relevant issues
Consultation	No relevant issues

10. RECOMMENDATIONS

- 10.1 That Committee inform Council that they have considered the introduction of a 24/7 out of hour's noise service and that they do not support the introduction of this service due to the excessive cost and limited benefit at a time when the Authority is having to identify significant budget savings.
- 10.2 That Committee inform Council that they have considered the trial of a Noise App for use by residents as part of the noise complaint process and do not consider it to be value for money.

11. REASONS FOR RECOMMENDATIONS

- 11.1 The introduction of these services, both of which have significant budget implications, and are not seen by officers to be essential for the operation of this service, are inappropriate at a time when the Council is experiencing significant financial pressures.

12. BACKGROUND PAPERS

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

13. CONTACT OFFICER

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Report of: Audit and Governance Committee

Subject: LOCAL AUDIT AND ACCOUNTABILITY ACT
UPDATE

1. PURPOSE OF REPORT

- 1.1 To update Council on issues in relation to appointing an external auditor in respect of the application of the Local Audit and Accountability Act 2014 and the Local Audit (Appointing Person) Regulations 2015.

2. BACKGROUND

- 2.1 In January 2014, the Local Audit and Accountability Act received Royal Assent. The Audit and Governance Committee was regularly updated on the arrangements in place to ensure that the Council complies with the requirements of the Act. This report provides an update to Council in relation to the arrangements for appointing external auditors.

3. PROPOSALS

- 3.1 It was agreed at the meeting held on 9th September 2021 that the Audit and Governance Committee supported the Council becoming an “opted in” Authority, this report is attached as Appendix 1. This was in order to benefit from collective buying power and the removal of the requirement for the Council to undertake its own tendering process to secure future external audit services.

4. RISK IMPLICATIONS

- 4.1 Participation in the national procurement will reduce the risk that the Council would face higher external costs, or may not be able to appoint its own external audit at a time when audit firms will be concentrating on securing national contracts, or contracts from larger authorities.

5. FINANCIAL CONSIDERATIONS

- 5.1 In order to prove the Council meets its duty of providing best value, the most appropriate procurement method must be used to provide external audit services. It is anticipated that the national procurement exercise will secure best value in relation to future external audit contracts.

6. LEGAL CONSIDERATIONS

- 6.1 The Council has a legal duty to ensure it has an annual external audit of its accounting records and financial statements.

7. CHILD AND FAMILY POVERTY CONSIDERATIONS

- 7.1 There are no child and family poverty considerations.

8. EQUALITY AND DIVERSITY CONSIDERATIONS

- 8.1 There are no equality and diversity considerations.

9. STAFF CONSIDERATIONS

- 9.1 There are no staff considerations.

10. ASSET MANAGEMENT CONSIDERATIONS

- 10.1 There are no asset management considerations.

11. RECOMMENDATIONS

- 11.1 It is recommended that Council:-

Approve the Audit and Governance Committee's recommendation that the Council becomes an "opted in" Authority giving a firm commitment that the Council will join the scheme.

12. REASONS FOR RECOMMENDATIONS

- 12.1 To ensure that the Council has in place arrangements to procure the best possible external audit service at the most competitive price by benefiting from collective buying power.

13. BACKGROUND PAPERS

- 13.1 Local Audit and Accountability Act 2014.
Local Audit (Appointing Persons) Regulations 2015.
Audit Committee Report 9th September 2021.

14. CONTACT OFFICER

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APPENDIX 1

AUDIT AND GOVERNANCE COMMITTEE

09 September 2021



Report of: Assistant Director Finance

Subject: APPOINTING AN EXTERNAL AUDITOR

1. PURPOSE OF REPORT

- 1.1 To update Members on issues in relation to appointing an external auditor in respect of the application of the Local Audit and Accountability Act 2014 and the Local Audit (Appointing Person) Regulations 2015.

2. BACKGROUND

- 2.1 In January 2014, the Local Audit and Accountability Act received Royal Assent. It was agreed to update the Audit and Governance Committee on the arrangements in place to ensure that Council complies with the requirements of the Act. This report provides an update to members in relation to the arrangements for appointing external auditors. It was agreed at the meeting held on 16 July 2015 that the Audit and Governance Committee support exploring the possibility of the Council becoming an “opted in” Authority, in order to benefit from collective buying power and the removal of the requirement to set up a separate Auditor Appointing Panel, when securing future external audit services.
- 2.2 Public Sector Audit Appointments Limited (PSAA) was incorporated by the Local Government Association (LGA) in August 2014. PSAA is a company limited by guarantee and is a subsidiary of the Improvement and Development Agency (IDeA) which is wholly owned by the LGA.
- 2.3 In July 2016, the Secretary of State for Housing Communities and Local Government specified PSAA as an appointing person for principal local government and police bodies for audits from 2018/19, under the provisions of the Local Audit and Accountability Act 2014 and the Local Audit (Appointing Person) Regulations 2015.
- 2.4 Acting in accordance with the role of appointing person PSAA is responsible for appointing an auditor and setting scales of fees for the duration of an

appointing period for eligible bodies that choose to opt into its national scheme. The Regulations require the appointing person to set the duration of each appointing period; the maximum duration is five years. The first appointing period spans the five consecutive financial years commencing 1 April 2018. It covers the audits of accounts for the financial years 2018/19 to 2022/23. The second appointing period is likely to span the five consecutive financial years commencing 1 April 2023. It will cover the audits of accounts for the financial years 2023/24 to 2027/28.

3. APPOINTMENT OF EXTERNAL AUDITORS

3.1 There are currently a number of issues surrounding the provision of external audit services:

- The audit industry is under heavy scrutiny;
- There is great regulatory pressure to improve audit quality;
- Audit resources are stretched;
- Delayed local audit opinions are a huge unresolved concern;
- Local government audit's focus is being questioned;
- Additional work means additional fees are needed;
- Regulations need updating.

3.2 The aim of PSAA is to secure the delivery of an audit service of the required quality for every opted-in body at a realistic market price and to support the drive towards a long term competitive and more sustainable market for local public audit services

The benefits of the current arrangement of central purchasing have resulted in reduced fees with the Council not having to set up a separate Auditor Appointment Panel to deal with any future appointment. PSAA are also looking to maximise value for local public bodies by:

- securing the delivery of independent audit services of the required quality;
- awarding long term contracts to a sufficient number of firms to enable the deployment of an appropriately qualified auditing team to every participating body;
- encouraging existing suppliers to remain active participants in local audit and creating opportunities for new suppliers to enter the market;
- encouraging audit suppliers to submit prices which are realistic in the context of the current market;
- enabling auditor appointments which facilitate the efficient use of audit resources;
- supporting and contributing to the efforts of audited bodies and auditors to improve the timeliness of audit opinion delivery; and
- establishing arrangements that are able to evolve in response to changes to the local audit framework.

3.3 Correspondence received from the PSAA have outlined the following proposed timetable for opting in to procurement arrangements:

September 2021	Eligible bodies will be invited to join PSAA's national scheme <i>(will require a decision by Full Council)</i>
January 2022	Deadline for eligible bodies to notify PSAA of their decision to opt in
February 2022	Procurement will commence
June 2022	PSAA Board will award new contracts where possible and determine if there is a need to extend current ones to enable PSAA to meet its statutory duty to appoint to all opted-in bodies
December 2022	PSAA Board will confirm auditor appointments for 2023/24

4. RISK IMPLICATIONS

- 4.1 Members of the Audit and Governance Committee do not receive the information needed to enable a full and comprehensive review of the Councils arrangements for the provision of external audit services, leading to non-compliance with statutory requirements and the Council being unable to prove it provides value for money services in this area.

5. FINANCIAL CONSIDERATIONS

- 5.1 In order to prove the Council meets its duty of providing best value, the most appropriate procurement method must be used to provide external audit services. The current method of a centralised collective purchase arrangement has led to significant savings to the Council.

6. LEGAL CONSIDERATIONS

- 6.1 The Council has a legal duty to ensure it has an annual external audit of its accounting records and financial statements.

7. CHILD AND FAMILY POVERTY CONSIDERATIONS

- 7.1 There are no child and family poverty considerations.

8. EQUALITY AND DIVERSITY CONSIDERATIONS

- 8.1 There are no equality and diversity considerations.

9. STAFF CONSIDERATIONS

- 9.1 There are no staff considerations.

10. ASSET MANAGEMENT CONSIDERATIONS

- 10.1 There are no asset management considerations.

11. RECOMMENDATIONS

- 11.1 It is recommended that Members of the Audit and Governance Committee support the Council's continued membership of PSAA for the provision of external audit services.
- 11.2 It is recommended that a report from the Audit and Governance Committee be presented to Full Council requesting authority for the Council's continued membership of PSAA in accordance with the requirements of the Local Audit and Accountability Act 2014 and the Local Audit (Appointing Person) Regulations 2015.

12. REASON FOR RECOMMENDATIONS

- 12.1 To ensure that the Audit and Governance Committee is kept up to date with all issues that are relevant to the pursuance of its remit.
- 12.2 To ensure that the Council has in place arrangements to procure the best possible external audit service at the most competitive price by benefiting from collective buying power whilst removing the requirement to set up a separate Auditor Appointing Panel.

13. BACKGROUND PAPERS

- 13.1 Local Audit and Accountability Act 2014.
Local Audit (Appointing Persons) Regulations 2015.

14. CONTACT OFFICER

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Report of: Audit and Governance Committee

Subject: CHILD POVERTY INVESTIGATION – ADOPTION OF
SOCIO ECONOMIC DUTY

1. PURPOSE OF REPORT

- 1.1 To seek Council's approval for the voluntary adoption of the Social Economic Duty, as contained within Section 1 of the Equality Act 2010.

2. BACKGROUND

- 2.1 On the 8th July 2021, the Audit and Governance Committee considered its work programme for 2021/22 and selected the issue of child poverty as the first of two investigations for the year.
- 2.2 In conducting its investigation the Committee received evidence from a variety of sources and, at its meeting on the 11th November 2021, discussed in detail the statutory obligations laid down by the Equality Act. Of particular interest to Members was the potential for Hartlepool Borough Council to extend implementation of the Act to include the yet to be implemented socio economic duty contained within Section 1 of the Act.
- 2.3 In terms of additional activities required to comply with the requirements of the duty, as detailed in full in Section 3 of this report, the Committee noted that the Council would be required to consider how its decisions and policies could increase or decrease inequality that results from socio economic disadvantage. In essence this would mean:
- Formally incorporating poverty and socio economic disadvantage in decision making processes and strategies;
 - Recognising the value of engaging with people with lived experience of socio economic disadvantage at all levels of decision making and commit to valuing this engagement in finding new ways of making policy;
 - Working with residents and the voluntary and community sector to develop strategies to tackle socio economic disadvantage;
 - Identifying what works through evaluation, skills sharing and innovative ways of working.

- 2.4 It was noted that voluntary implementation of the duty would complement the anti-poverty, inclusive economy, and equalities approaches already being undertaken by the Council, including to some degree the Poverty Impact Assessments required as part of the process for submission of reports to Committee. However, it was recognised that additional activities would be required and establishment of a working group to look further into what is required to formally adopt the duty, its benefits, how this might reduce poverty and what this means in practical terms for officers of the council prior to adoption of the duty was considered.
- 2.5 As the evidence gathering elements of the investigation draw to a close, the Committee's final report, and recommendations, are timetabled for presentation to the Finance and Policy Committee in January 2022. Members, however, expressed concern that poverty remains a significant issue in Hartlepool, despite the provision of extensive interventions to prevent and mitigate its impact over many years. In light of this, and with indications that many of the actions required to comply with the additional duty are already in place, it was felt that consideration of the Committee's recommendation that the duty be adopted should not be delayed until publication of the final report in January 2022.
- 2.6 On this basis, as in interim recommendation from the Audit and Governance Committee, Council is asked to approve the adoption of the Social Economic Duty.

3. VOLUNTARY SOCIO ECONOMIC DUTY (SECTION 1 OF THE EQUALITY ACT)

- 3.1 The Equality Act sets out the legal framework to protect the rights of individuals and advance equality of opportunity for all. Section 1 (the socio economic duty) asks public bodies to consider how their decisions and policies could increase or decrease inequality that results from socio-economic disadvantage. However since the act came in to force, the s1 duty has never been enacted by the UK Government.
- 3.2 In terms of the actions required in voluntarily adopting the duty and potential benefits, guidance¹ provides the following clarification:-
- i) In adopting the duty local authorities should:
- Formally incorporate poverty and socio-economic disadvantage, alongside the existing nine protected characteristics in the Equality Act 2010, in equality impact assessments, equality plans, and the broader decision-making process and strategies;

¹ A Practical Guide for Local Authority Implementation of the Socio-Economic Duty in England
<https://www.gmpovertyaction.org/wp-content/uploads/2021/06/Socio-Economic-Duty-Guide-v6.pdf>

- Use a range of relevant data, including quantitative and qualitative, to inform the implementation of the socio-economic duty and develop clear success criteria to measure the impact of the implementation;
- Ensure that implementation of the socio-economic duty enjoys strong and visible commitment from senior leaders, as part of a broader cultural shift that embeds the priority to tackle socio-economic disadvantage at all levels of decision-making within the organization;
- Recognise the value of engaging with people with lived experience of socio-economic disadvantage and commit to finding new and sustainable ways to incorporate diverse expertise in policymaking to achieve successful outcomes;
- Collaborate with residents, civil society, and voluntary and community sector organisations to build awareness and understanding of the socio-economic duty and people's lived experience of socio-economic disadvantage, facilitate participative consultation and develop strategies to tackle socio-economic disadvantage together;
- Identify what works through monitoring and evaluation, skill-sharing and innovation and introduce mechanisms that can embed accountability for the implementation of the socio-economic duty within local authorities; and
- More broadly, local authorities should actively consider, at an appropriate level, what more can be done to reduce the inequalities of outcome caused by socio-economic disadvantage, in any strategic decision-making or policy development context.

ii) Potential benefits include:

- Improving outcomes for local people experiencing socio-economic disadvantage;
- Supporting cross organisational and cross departmental working;
- Raising awareness of socio-economic inequalities within organisations and among partners;
- Ensuring widespread organisational commitment to, and consideration of, socio-economic inequalities;
- Supporting the participation of low-income residents in decisions that affect them, especially in the context of (proposed) cuts to services;
- Achieving greater consistency in practice - and an increased likelihood of maintaining such consistent practice across political administrations and between changes of individual leadership and turnover of staff;
- Improving systematic approaches to equality impact assessments and assessment of policy and practice more broadly;

- Strengthening systematic data gathering and analysis, especially in the conduct of equality impact assessments, thereby strengthening accountability; and
- Supporting the effective and efficient allocation of resources.

3.3 Whilst the duty is non-binding in England, there are several English local authorities who have voluntarily adopted it, or who are taking steps to tackle socio-economic disadvantage and therefore are acting in the spirit of the duty. These include Newcastle, Salford and Trafford. A number of others are exploring its adoption (North of Tyne and Greater Manchester to name two) and devolved administrations in Scotland and Wales have in fact brought forward adopted given the impact of Covid-19 and further hardship experienced by residents.

4. RECOMMENDATIONS

4.1 Full Council is asked to approve the voluntary adoption of the Social Economic Duty.

5. REASONS FOR RECOMMENDATIONS

5.1 To progress the adoption of the duty as a matter of urgency, as an interim recommendation from the Audit and Governance Committee as an outcome from its ongoing Child Poverty investigation.

6. BACKGROUND PAPERS

- (a) Audit and Governance Committee - Agenda and Minutes
- (b) A Practical Guide for Local Authority Implementation of the Socio-Economic Duty in England <https://www.gmpovertyaction.org/wp-content/uploads/2021/06/Socio-Economic-Duty-Guide-v6.pdf>

7. CONTACT OFFICER

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COUNCIL

16 December 2021



Report of: Constitution Committee

Subject: REVIEW OF THE CONSTITUTION

1. PURPOSE OF REPORT

- 1.1 To seek approval from Full Council regarding proposed changes to the Constitution.

2. BACKGROUND

- 2.1 The Council's Constitution at Article 14 ("Review and Revision of the Constitution") requires that the Monitoring Officer "will monitor and review the operation of the Constitution to ensure that the aims and principles of the Constitution are given full effect."
- 2.2 On 23 September, an e mail was sent to all Elected Members to invite comments and suggestions on any matters which they felt should be canvassed prior to Council to assist in the determination of recommendations to review and revise the Constitution. The report to the Committee on 22 November 2021 addressed issues which have arisen since the previous review of the Constitution and the comments and suggestions received from Elected Members as set out in Section 3 of this report.

3. PROPOSALS

Proposal/Issue	Current Position	Constitution Reference	Referred by
1. Election Cycle – change to an election every 4 years.	Election of a third of all Elected Members held each year, except every fourth year when no election is held.	Article 2	Constitution Committee – 6 July 2021
A move to whole council elections the Local Government and Public Involvement in Health Act 2007 (as amended by the Localism Act 2011) requires that Full Council pass a			

resolution to consult such persons as the council think appropriate (s33(2)). The Act does not specify the form of consultation required; only that the Council determine that it is reasonable. Good practice guidance on consultation exercises suggests that a 12 week period would be appropriate. Once consultation has been completed a special meeting of Full Council is required to be convened for a motion which must then be approved by a two thirds majority of members voting and must also specify the first year to be a whole council elections.

Committee Recommendation:

That the election cycle be changed whole council elections with effect from May 2024.

Proposal/Issue	Current Position	Constitution Reference	Referred by
2. Increase the number of members on Audit and Governance Committee to 11 elected members permanently for the next municipal year following increase in workload	Currently 7 elected members.	Part 3 – Responsibility for Functions.	Councillor Cook

On the 30 September 2021, Full Council agreed to increase membership of the Audit and Governance Committee for the remainder of the Municipal year from 7 to 10 due to the increased workload.

Committee Recommendation:

That the committee membership be changed permanently to 10.

Proposal/Issue	Current Position	Constitution Reference	Referred by
3. Public Questions at Committees	There is currently no provision in the Constitution covering public questions at Committee meetings.	N/A	Managing Director

Members of the public attending committee meetings are often invited by the Chair to ask questions/seek clarification on matters being discussed. Currently there is no formal process and public questions are not an item on the agenda.

Committee Recommendation:

That provision be included in the Council Procedure Rules to set out that the public may ask questions at Policy committee meetings in relation to the items on the agenda with a time limit of 4 minutes to include asking and responding to the question.

Proposal/Issue	Current Position	Constitution Reference	Referred by
4. Supplementary questions are reinstated to the original number of two. Their removal has damaged the democratic process and has allowed Councillors to simply give pre-scripted answers to questions, with no opportunity for the public to follow up and genuinely probe their elected representatives.	Under Rule 9.7 a questioner may ask one supplementary question for clarification purposes only without notice being given. The supplementary question must arise directly from the original question or reply.	Part 4 – Council Procedure Rules	Constitution Committee 6 th July & email Councillor Brash

Members are asked to consider increasing the number of supplementary questions and scope.

Committee Recommendation:

That Rule 9.7 be amended to a questioner may ask ‘up to two supplementary questions without notice for clarification purposes. The supplementary question must arise directly from the original question or reply.

Proposal/Issue	Current Position	Constitution Reference	Referred by
5. Members of the public should be allowed to ask their own questions, instead of having it read for them.	Under Rule 9.7 the Managing Director is required to read out the question.	Part 4 – Council Procedure Rules	Constitution Committee 6 th July & email Councillor Brash

Members are asked to consider changing rule 9.7 to ‘The member of the public read out their question (if present).’

Committee Recommendation:

That the member of the public be given the choice to read out their own question or allow the Managing Director to read out the question.

Proposal/Issue	Current Position	Constitution Reference	Referred by
6. The deadline for submission of public and member questions should be reduced (noon on the day prior to the Council meeting).	A question from the public or an elected member on notice may only be asked if notice has been given by delivering it in writing or by electronic mail to the Managing Director no later than noon on the Thursday of the week before the meeting	Part 4 – Council Procedure Rules	Constitution Committee 6 th July & email Councillor Brash

Members are asked to consider changing the notice period in rule Rule 9.2 (Notice of Public Question) and Rule 10.2 (Questions on Notice at Full Council) to:

‘no later than noon the day before the meeting’

Committee Recommendation:

That Rule 9.2 and 10.2 do not change. This is on the basis that the Rules referred to allow any urgent questions or issues to be raised outside of the specified timeframes at the Chairs discretion.

Proposal/Issue	Current Position	Constitution Reference	Referred by
7. The public should have the facility to ask questions WITHOUT notice, just as Councillors are allowed to do, but only, as with Councillors, if it relates directly to a recent decision (made since the last meeting).	There is currently no provision in the Constitution to cover this issue.	N/A	Constitution Committee 6 th July & email Councillor Brash

Currently under Rule 10.1 elected members are able to ask the Chair of a Committee a question without notice about a recent decision of a committee. There is no equivalent provision regarding questions from members of the public.

Members are asked to consider the introduction of public questions without notice on recent decisions of a Committee.

Committee Recommendation:

Members voted with the majority not accepting of this change.

Proposal/Issue	Current Position	Constitution Reference	Referred by
8. The leader of the council should be required to answer questions on any aspect of council business, in exactly the same way as the elected mayor did and hold monthly leader's questions for councillors and public.	There is currently no provision in the Constitution to cover this issue.	N/A	Councillor Brash

There is no provision in the Constitution specifically regarding questions to the Leader.

Members are asked to consider the introduction of a 'Questions to the Leader' item in the agenda for Full Council.

Committee Recommendation:

Members voted with the majority not accepting of this change on the basis that our governance arrangements are different to the elected mayor model and that the Leader holds weekly surgeries Tuesday 4pm-5pm where the public can ask questions.

Proposal/Issue	Current Position	Constitution Reference	Referred by
9. All Councillors should be able to be questioned, not just those who hold certain posts, about the work they are involved in. In the new committee system nearly all Councillors have a role in decision making and therefore those that are	There is currently no provision in the Constitution to cover this issue.	N/A	Councillor Brash

should be accountable to the public and be prepared to answer questions about the work of any committee they serve upon.			
<p>As set out above under rules only Chairs of Committee's can be asked questions at meetings of Full Council.</p> <p>Members are asked to consider changing this to 'any Elected Member'</p> <p>Committee Recommendation:</p> <p>Members voted with the majority not accepting of this change.</p>			
Proposal/Issue	Current Position	Constitution Reference	Referred by
10. Issue of Elected Members signing up to a voluntary sanctions scheme to be considered as part of Annual Constitution Review.	There is currently no provision in the Constitution to cover this issue.	N/A	Council – 30 September 2021
<p>The sanctions available to a Council are limited and no longer include the power to suspend an Elected Member who is found to be in breach of the Code of Conduct.</p> <p>Committee Recommendation:</p> <p>Members supported this proposal but need to consider details of proposal.</p>			
Proposal/Issue	Current Position	Constitution Reference	Referred by
11. That Members sign a document to agree that they have read and understand the Code of Conduct and Nolan Principles	The Code of Conduct automatically applies once a Member signs their declaration of acceptance. However we do not request that Members sign to say that they have read and understood the Code.	N/A	Councillor Leisa Smith

Members are asked to consider incorporating this proposal in to the Members induction process so that all Members sign to say they have read, understand and will comply with the Code of Conduct.

Committee Recommendation:

That the Member Code of Conduct be included with a candidates election pack and at Member Induction, a statement be signed to say that they have read and accept the Code.

Proposal/Issue	Current Position	Constitution Reference	Referred by
12. Redundancy Delegation	Currently decisions on compulsory redundancy are delegated from Full Council to Finance and Policy Committee.	Finance and Policy Committee Delegation: (8) The final decision, post consultation, on any staffing proposals requiring compulsory redundancy of one or more staff.	Managing Director

Members are asked to consider amending the delegation to delegate post consultation, the final decision on compulsory redundancy (excluding the statutory officers which are reserved to Full Council by law) to the Managing Director as the Head of Paid Service.

Committee Recommendation:

That the delegation be amended to:

That the Managing Director makes the final decision (post consultation) on any staffing proposals requiring compulsory redundancy of one or more staff (excluding the statutory officers).

Proposal/Issue	Current Position	Constitution Reference	Referred by
13. Home to School Transport	There is currently no reference to Home to School Transport Appeals in the Constitution.	N/A	Dem Services

It is proposed that responsibility for hearing home to school transport appeals be delegated to Audit and Governance Committee as currently these do not fall within the remit of any other committee.

Committee Recommendation:

That Home to School transport Appeals be included under the function of Audit and Governance Committee. Any appeals will be considered by a sub-committee appointed by the Audit and Governance Committee. .

Member Champion's

Following public consultation, Members considered and recommend as follows:

That as the remit of the majority of Member Champions reflected specific policy area remits, the Champion roles be allocated to the Chair or Vice Chair of the appropriate Committee, unless it is considered more appropriate for another member of that Committee to be appointed to the role.

4. RECOMMENDATIONS

- 4.1 That Full Council considers the recommendations of the Committee in terms of the proposed changes to the Constitution and In accordance with Rule 22.2 the recommended changes to the Council Procedure Rules (numbers 3, 4 and 5) stand adjourned to the next ordinary meeting of Full Council.

5. REASONS FOR RECOMMENDATIONS

- 5.1 It is the responsibility of the Monitoring Officer to monitor the Constitution to ensure that the aims and principles of the Constitution are given full effect and comply with the law.

6. BACKGROUND PAPERS

Hartlepool Borough Council's Constitution
Report and Minutes – Constitution Committee – 22 November 2021
Assessment Criteria for Complaints

7. CONTACT OFFICER

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COUNCIL REPORT

16 December 2021



Report of: Finance and Policy Committee

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

1. PURPOSE OF REPORT

- 1.1 The purposes of the report is to enable Council to consider the recommendations from the Finance and Policy Committee in relation to the MTFS and savings proposals.

2. BACKGROUND

- 2.1 In accordance with the Constitution the Finance and Policy Committee is required to develop budget proposals for the forthcoming year for consideration by Council. A detailed report on these issues will be considered by Finance and Policy Committee on 13th December 2021 and is attached to enable Members to familiarise themselves with the financial issues facing the Council.

3. ISSUES TO BE CONSIDERED BY FINANCE AND POLICY COMMITTEE ON 13th DECEMBER 2021

- 3.1 The detailed report to be considered by the Finance and Policy Committee covers the following key areas:
- Background;
 - Chancellors Budget, Spending Review and Other Government Announcements;
 - Provisional Local Government Finance Settlement;
 - Potential Capital Savings;
 - Public Health Funding;
 - Capital Programme Risks;
 - Conclusions and Robustness Advice.
- 3.2 The report advises Members additional Government funding of £1.5 billion will be provided next year. The Local Government Finance Settlement will distribute this funding and it is expected that a significant element of this funding will be allocated to equalise difference in the amount in individual councils raise from the Adult Social Care precept and to fund the 1.25%

National Insurance increase. This funding will also need to cover the impact of higher inflation, the impact of NLW increases and forecast national pay awards.

- 3.3 The report advises Members that the Council needs to receive £2.385m of this funding to meet additional pressures not previously reflected in the budget forecasts on the assumption additional Government funding would be forthcoming.
- 3.4 The report sets out in detail saving plans for 2022/23 and highlights the reduction in the level of reserves which will be used to set next years' budget, compared to 2021/22. The report also recommends if the additional Government funding allocated to the Council for 2022/23 exceeds the minimum requirement of £2.385m that any additional resources are allocated to reduce the use of reserves in 2022/23. This will then reduce the deficit deferred to 2023/24 – which will put the budget on a more sustainable basis.
- 3.5 However, further significant budget cuts will still be required in 2023/24 and 2024/25, as additional Government funding will not eliminate the annual deficits forecast for these years.
- 3.6 **Robustness Advice**
- 3.7 As indicated in previous years the Local Government Act 2003 introduced a statutory requirement on an Authority's Section 151 Chief Finance Officer to advise Members on the robustness of the budget forecasts and the adequacy of the proposed level of reserves. If Members ignore this advice, the Act requires the Authority to record this position. This later provision is designed to recognise the statutory responsibilities of the Section 151 Officer.
- 3.8 The robustness advice is detailed in section 10 of the Finance and Policy Committee report and Council also needs to consider this advice when making decisions on the recommendations referred by the Finance and Policy Committee.

4. MTFS RECOMMENDATIONS REFERRED BY FINANCE AND POLICY COMMITTEE FOR COUNCIL'S CONSIDERATION AND APPROVAL

- 4.1 The recommendations to be considered by Finance and Policy Committees are detailed in section 11 of attached report and a verbal update on the final recommendations for Council to consider will be presented on 16th December 2021.

5. CONTACT OFFICER

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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

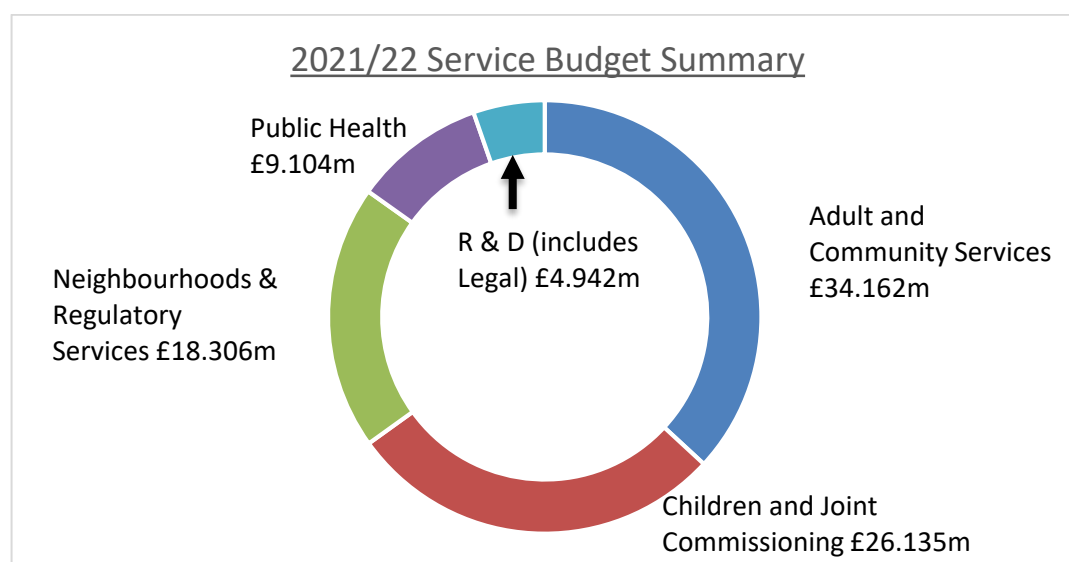
increase was 4.4%, which was just below the 5% referendum limit (including 3% Adult Social Care precept).

- 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)
<p>Minimum Grant increase required to fund increased costs</p>	2.385
<p>Minimum Grant increase as percentage of 2021/22 Government funding</p>	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	
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



Dtr Cttee Appendix				2022/23		Staff impact over three years	Equality & poverty impact	Comment from Policy Committee	Response to Policy Committee comment
				£'000					
CL	Finance & Policy	R&D 1	Council Tax Collection percentage	175		none	none	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.
CL	Finance & Policy	R&D 2	Corporate Services	22		none	none	Supported	n/a
CL	Finance & Policy	R&D 3	Review reception/Front of house model	5		0	none	Supported	n/a
CL	Finance & Policy	R&D 4	Revenue/Benefits	35		3	none	Supported	n/a
CL	Finance & Policy	R&D 5	Corporate Finance	50		none	none	Supported	n/a
CL	Finance & Policy	R&D 6	Waterfront Project Resource	41		1	none	Supported	n/a
CL	EG&R	R&D 7	Business Support Grants	25		none	none	Supported £25k	The final proposal of £25k is part of the total potential saving of £50k
CL	Finance & Policy	R&D 8	HRA contribution to salaries	13		none	none	Supported	n/a
HM	Finance & Policy	R&D 9	Legal etc. services	49		3	none	Supported	n/a
CL	Finance & Policy	R&D 10	Trade Union Facility Time	65		1	none	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.
CL	Finance & Policy	R&D 11	Wellbeing Services	30		none	none	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
CL	Finance & Policy	R&D 14	Terms and Conditions	395		none	A / B / H / J	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
	A&CBS	ACBS 2	Adult Social care - Commissioned Services	50		1	A / B / J	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.
JH	A&CBS	ACBS 3	Adult Social care - Management Restructure	50		3 to 5	A / B	Supported	n/a
JH	A&CBS	ACBS 4	Salary Abatement	100		none	none	Supported	n/a
JH	A&CBS	ACBS 5	BCF Contingency	50		none	none	Supported	n/a
JH	A&CBS	ACBS 6	DFG / Handy Person	25		none	none	Supported	n/a
JH	A&CBS	ACBS 7	Winter Pressures	100		none	none	Supported	n/a
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

				2022/23		Staff impact over three years	Equality & poverty impact
Dtr	Cttee	Appendix					
SR	Children's	CJCS 1	Local Welfare Support	86		none	A / B / J
SR	Children's	CJCS 2	Vulnerable Persons Resettlement grant	300		none	none
SR	Children's	CJCS 4	Commissioning and MIT	145		1	A / J
SR	Children's	CJCS 5	Education	100	#	5	none
SR	Children's	CJCS 6	YOS/Youth Service/One Stop Shop	50		1 to 1.5	none
TH	Neighbourhoods	NRS 1	Parking Charges Seaton Carew	25		none	none
TH	Neighbourhoods	NRS 2	Parking Charges Seaton Carew - All Year	50		none	none
TH	Neighbourhoods	NRS 3	Residential Parking charges	25		none	J
TH	Neighbourhoods	NRS 4	School Crossing patrols	32		9	A / B
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

Comment from Policy Committee	Response to Policy Committee comment
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.
Supported	n/a
Supported	n/a
Supported	n/a
Supported	n/a
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.
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
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. 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.	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.
Supported	n/a
Supported	n/a
Supported	n/a

				2022/23		Staff impact over three years	Equality & poverty impact
Dtr	Cttee	Appendix					
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			
<u>Key - Equality & Poverty Impact</u>							
A Age							
B Disability							
C Gender Reassignment							
D Marriage and Civil Partnership							
E Pregnancy and Maternity							
F Race							
G Religion and Belief							
H Sex							
I Sexual Orientation							
J Poverty							

Comment from Policy Committee	Response to Policy Committee comment
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.

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 : <i>(please enter only additional savings in future years)</i>			
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 : <i>(please enter only additional savings in future years)</i>			
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		
<p>To be considered.</p>		
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			
£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
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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 : <i>(please enter only additional savings in future years)</i>		
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
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up to 2 hrs	40,785	40,785	61,177																
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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
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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 : (please enter only additional savings in future years)		
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>

Consultation Feedback (Paragraph 9.13)**PART 1**

**BUDGET CONSULTATION MEETING WITH BUSINESS SECTOR
REPRESENTATIVES –
Minutes of Meeting held on 1 DECEMBER 2021**

Hartlepool Borough Council OfficersCouncillor 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>	



Report of: Finance and Policy Committee

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.

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 In March 2021, the Safer Hartlepool Community Safety Plan 2020-21 came to an end.

4. DEVELOPMENT OF THE COMMUNITY SAFETY PLAN 2020-21

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 2020 Annual Strategic Assessment and public consultation.

4.2 The plan sets out the Partnership's strategic objective for 2021-24 and the key priorities that the Partnership will focus on.

4.3 The Safer Hartlepool Partnership strategic objective for 2021-24 is:

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

4.4 The key priorities for the Partnership in 2021/22 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.

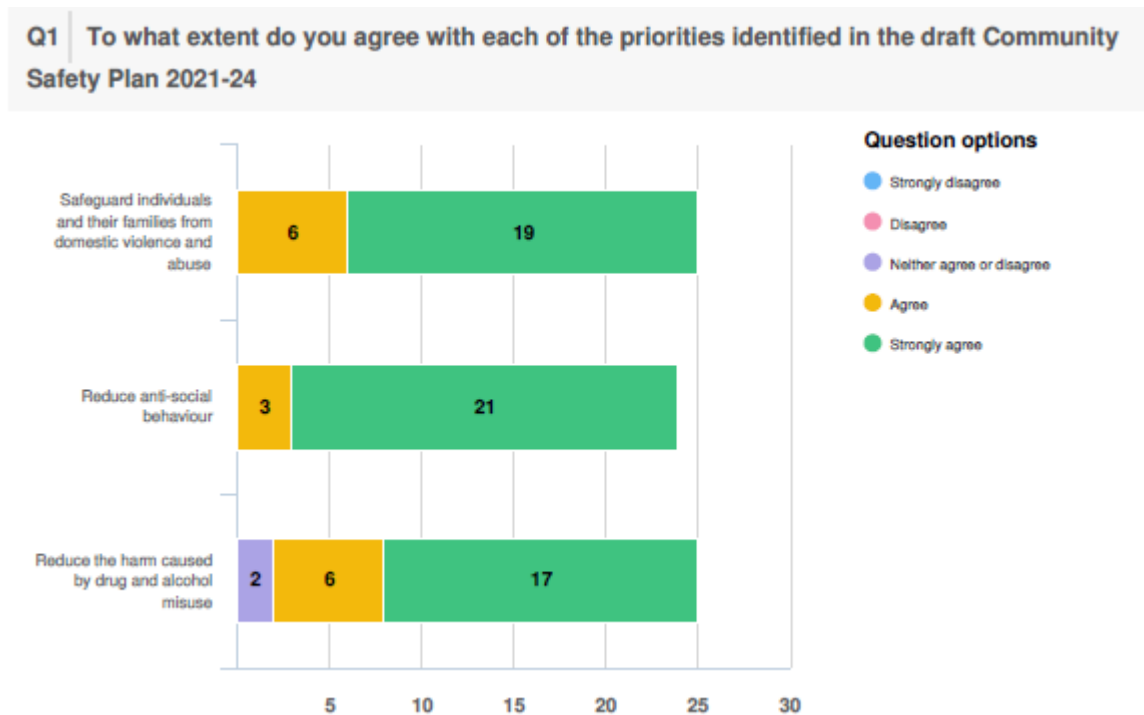
6.2 The public consultation included an on-line survey, of which paper copies were made available in the five community hubs, and direct consultation with Hartlepool Borough Council's Finance and Policy and Audit and Governance committees.

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 It is recommended that Council adopts the Safer Hartlepool 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

Finance and Policy Committee – Community Safety Plan 2021-24 –
13th December 2021

13. CONTACT OFFICER

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Sign Off:-

Managing Director



Chief Solicitor





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.

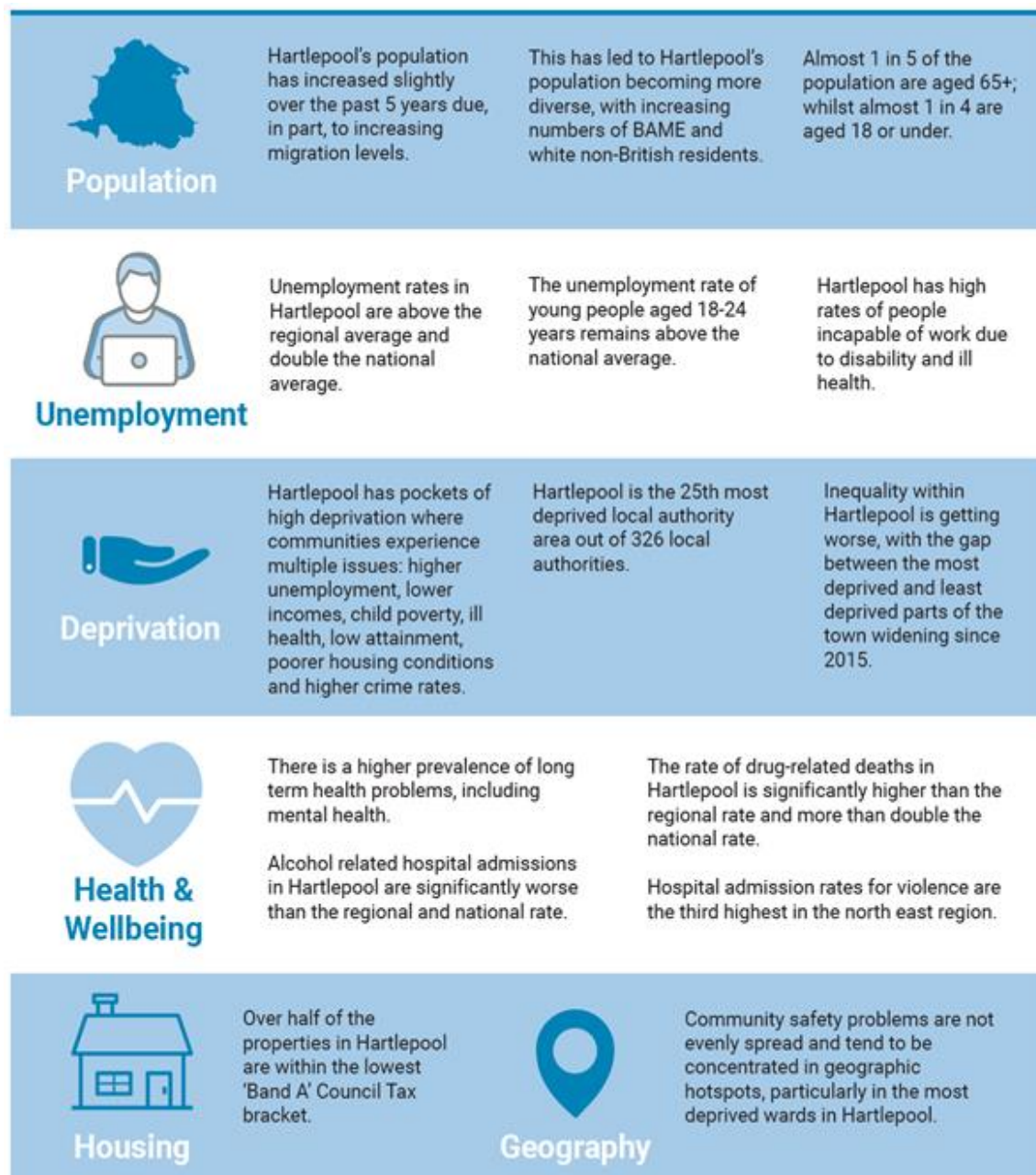
The community safety landscape continues to evolve and partners continue to face challenges in having to adapt the way services and initiatives are delivered. Since the introduction of the Crime and Disorder Act 1998, legislative changes have amended our focus, and also the statutory partners we work 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:





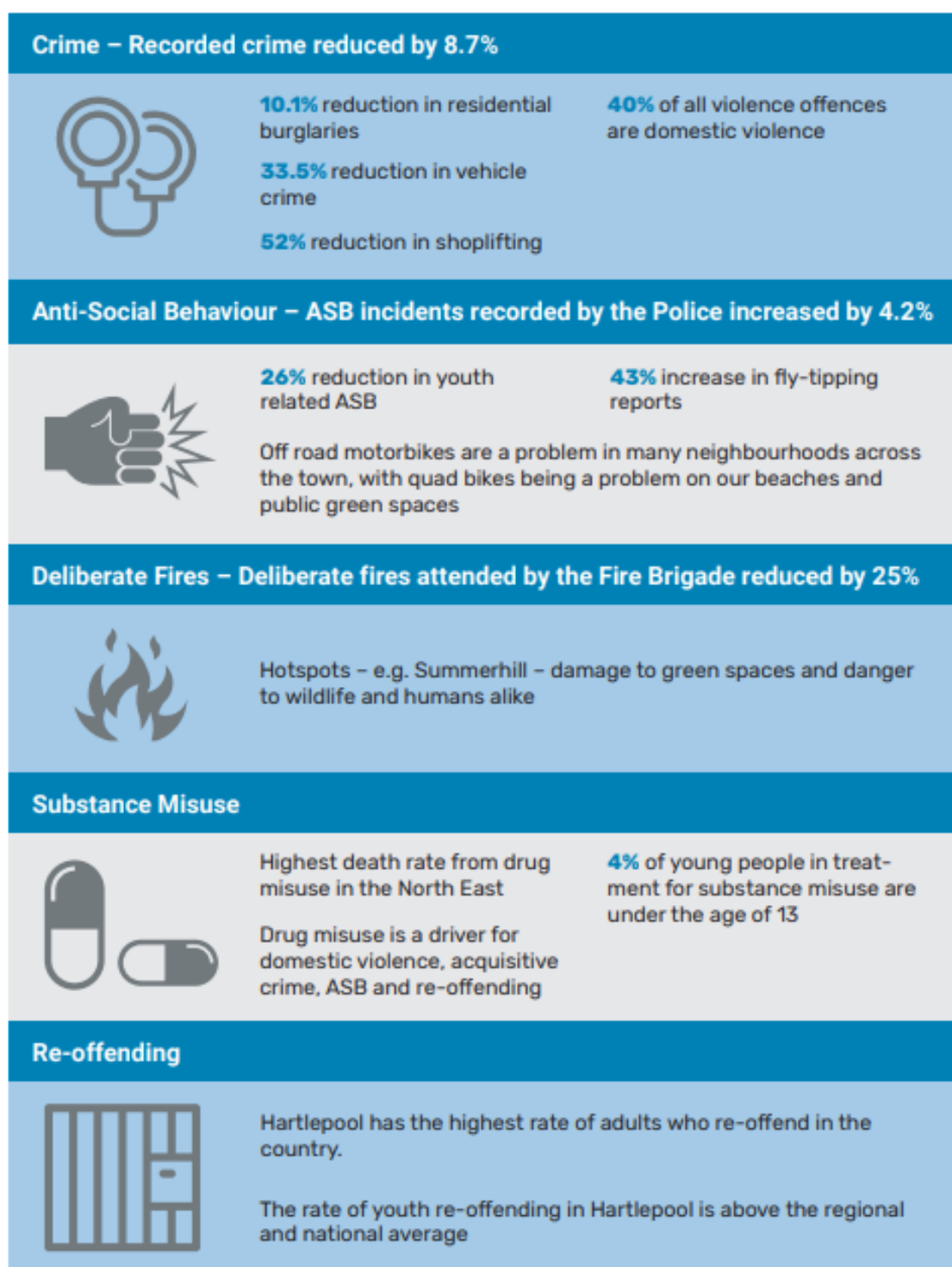
4. SUMMARY OF THE 2020/21 PLAN

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. The 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



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For further information contact:

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COUNCIL
16 December 2021



Report of: Managing Director

Subject: BUSINESS REPORT

1. SPECIAL URGENCY

In accordance with the requirements of the Access to Information Procedure Rules included in the Council's Constitution, Full Council is informed that no special urgency decisions were taken in the periods set out below:-

August – October 2021

Full Council is requested to note the report.

2. COVID UPDATE

We are seeing our highest rates in the 11-15 and 5-10 year old age groups. We continue to provide support to schools and have advised additional mitigation measures be put in place (such as face coverings in communal areas of secondary schools) to help slow the spread of the virus. Vaccination roll out continues for first, second and booster jabs as well as for those that require a third dose. We have had a strong uptake in the population aged 45+ but are seeing a lower uptake in the under 45s. We are working with our NHS colleagues to provide additional options, such as walk in sessions, to encourage younger people to access vaccinations as well as reviewing uptake to ensure that we reduce inequalities of access to vaccinations. We are also encouraging people to take up the offer of flu vaccinations this year as flu combined with COVID is a real risk this winter. The 12-15 year old vaccination programme has completed the first phase in schools and we are supporting Harrogate Foundation Trust with the second phase of the vaccination programme.

Testing operating hours for PCR tests have been reduced by DHSC however we are monitoring the availability of test appointments and Hartlepool residents continue to have good access to these tests. Where there are problems notified to us, we are working with DHSC to resolve them. The

community collect facility continues to operate out of Middleton Grange and we continue to see high numbers of people accessing lateral flow tests for regular testing this way. The mobile testing unit continues to operate from Seaton Carew. The Local Testing Site at Jacksons Landing has had to move and we are currently reviewing a new site in the north of the town for its relocation. In the interim additional tests are available via deployment of additional mobile testing units in the town.

3. DIRECTOR APPOINTMENT - SUEZ RECYCLING AND RECOVERY UK LIMITED, TEESSIDE

Elected Members will recall that at the Annual Council meeting and at the meeting of Full Council held on 8 July, a nomination was sought for a Director appointment to the above Outside Body. No nominations have been received previously. However, the Chair of the Neighbourhood Services Committee has recently expressed an interest in the vacancy.

Full Council is requested to appoint Councillor Stokell, Chair of Neighbourhood Services Committee to the organisation.

4. SUCCESSFUL FUNDING BIDS OVER THE LAST 12 MONTHS

Elected Members are requested to note successful funding bids over the last year over and above funding we receive through the Tees Valley Combined Authority and Govt Departments

Childrens Services

- £80,000 - DfE Sector Led Improvement (SLI) Partner. To be a SLI partner supporting improvement in children's services in local authorities judged as Inadequate or Requires Improvement by Ofsted. We will be asked to work with an LA to deliver 40 days of support and will receive funding for our time and work. Runs until March 2022.
- £149,000 - Lead regional recovery programme on Extra Familial harm. Funding to deliver the Contextual Safeguarding Hub in Hartlepool and accelerate the delivery of support to children and young people at risk of harm through exploitation and trafficking. This will allow us to test out new models of practice with a focus on working with families of children at risk and schools to strengthen protection of victims. Runs until March 2022.
- £36,000 - Pupil premium plus for post 16 pilot for children in our care and care leavers. Pilot Pupil Premium support for those in care and leaving care aged 16 and over. Historically pupil premium has only been available to support children in our care of statutory school age. This extends the pupil premium for those in post 16 provision to fund packages of support to meet their learning needs and improve engagement and education outcomes at key stage 5. Runs until March 2022.

Total: £265,000

Community & Preventative based services

- £42,000 - Hartlepool Youth Hub (Funded by Department for Work & Pensions). – The project has an overall value of £66k and activity being delivered from 4th January 2021 to 31st March 2022. This aims to enhance the employment prospects of 1,150 unemployed young people in Hartlepool with at least 345 progressing into Employment. It also will allow the establishment of a Youth Hub Consortium incorporating all providers including Voluntary & Community Groups.
- £41,000 - Arts Council England - Cultural Recovery Fund Round 2
Used to fund Little Waterfronts – in-person and digital content in the lead-up to Waterfront Festival by delivering 8 smaller Waterfront creative interventions across the Borough and a digital programme called Trails of the Unexpected.
- £41,000 - Arts Council England - National Lottery Project Grants
Contributing towards the delivery of Waterfront Festival programme
- £30,000 Festival Recovery Fund - Tees Valley Combined Authority
Contributing towards the delivery of Waterfront Festival programme.
- £1.8m Borough Hall refurbishment – DCMS capital investment

Total: £1,954,000

Neighbourhood & Regulatory Services

- £444,608 Safer Street Fund Phase 1.
For the Burn Valley and Oxford Road area through the Safer Streets Fund Phase 1, with the purpose of using this funding to effectively deliver crime reduction activities that will prevent and reduce crimes such as burglary and robbery in the areas that need it most. This resulted in the following measures being carried out:
 - Void premises / Cohesion officer/ Crime prevention packs/ Additional CCTV including mobile CCTV/ Additional street lighting/ Alley gates work, and also trying to include non-cold call zones. To complete by March 2022
- £657,589 - Green Homes Grants Local Authority Delivery
This programme will target over 4,200 households estimated to be in fuel poverty in Hartlepool. Working with E.ON as our delivery partner, we were able to put together a suitable scheme using the data tools they already have in place to manage through the lifetime of the project targeting those that met the eligibility criteria. The funding covered all tenures, however social and private landlords had to make a contribution, and the scheme included Solar PV, External Wall Insulation, triple glazing, as well as more standard insulation measures. To complete by March 2022.
- £30,000 - DEFRA Export Health Certificate Grant

We successfully applied for funding from the Delivery Support Fund for Export Health Certificates from the Food Standards Agency. Export Health Certificates would have been required for all fish and fishery products had the UK left the EU without a deal, therefore the grant funding was provided to enable authorities to manage the increased demand and duties associated with that, provide training to existing officers and to engage with the Port, fishing vessels and businesses affected by the changes. Completed October 2021

- £1,254,205 - LAD3 Funding

We have very recently secured LAD3 funding following the submission of a successful Sustainable Warmth Competition bid with the aim of this to save households money, reduce fuel poverty, and cut carbon. The funding will deliver energy efficiency measures to the worst performing domestic dwellings in the borough, so that's properties on-gas with energy rating performances of D and below, and they will be eligible to receive cavity wall insulation, loft insulation, external wall insulation, air source heat pumps, etc. with the aim of bringing the property's energy performance rating to a C or above. To complete by March 2022.

- £170,000 - WRAP Funding

We successfully obtained funding from WRAP (Waste and Resources Action Programme) with the aim of this project to introduce a commercially viable recycle scheme to businesses and other non-household organisations within the Borough. Customers are offered a flexible scheme, in terms of the materials collected and the frequency of collection. This will complement the Council's established commercial residual waste collection scheme, which has over 500 existing customers. The project is designed to lead to the following outcomes/benefits by October 2023:

- Increase the tonnage of non-household municipal business waste diverted from landfill and/or incineration;
- Provide organisations within the borough of Hartlepool with a commercially viable, flexible and efficient recycling scheme;

Total: £2,556,402

Leisure, Recreation and Participation;

- £250,000 – Sport England/British Cycling Federation
Increase participation in cycling amongst, children, women and families and disabled people. Utilise sport and physical activity to contribute to wider social economic outcomes from the Summerhill cycling hub.
- £38,718 Football Foundation
This funding has gone towards a pitch improvement programme at Grayfields Recreation Ground To increase and sustain participation in Football, utilising sport and physical activity to contribute to wider social economic outcomes.
- £23,236 – Sport England

This money is contributing towards tackling Inequalities to support community groups in delivering physical activity to lower socio-economic groups, culturally diverse communities, disabled people and those with long term health conditions.

Total: £311,954

Grants under £10k received

Funder	Sum	TPC	Project	Objective
Northern Gas Networks Gas Safe Fund	£2,000		Domestic gas safety	To provide small grants of up to £200, subject to residents meeting the eligibility criteria, which could be used towards gas safety interventions
Sport England	£9,989	£9,989	This Girl Can Community Fund	Engage women to be physically active pre & post pregnancy
Football Foundation	£5,164	£6,455	Goal posts – Rift House Recreation Ground	Increase and sustain participation in sport and physical activity Utilise sport & physical activity to contribute to wider social-economic outcomes
Dementia Friendly Hartlepool	£1,000	£2,000	Activity Packs	Increase and sustain participation in physical activity for those living with dementia and their wider families whilst also tackling social isolation with engaging live digital provision
Sport England	£5,000	£8,360	Leisure Operations Recovery Support	To consider the future financial implications of the Covid-19 pandemic lockdown on income generation, investment in and the operation of in-house leisure services
Sport England	£5,000	£5,000	Moving Communities funding	To support/identify the contribution that public leisure facilities make to their communities and provide evidence of wider sector

				performance, sustainability and social value
Sport England / CIMSPA	£7,500	£7,500	Re-train to Retain Funding	Provide tools, training and services to enable sector professionals to return to work safely and to support a return to pre-pandemic participation levels

Total: £35,653

Cleveland Police and Crime Panel

A meeting of Cleveland Police and Crime Panel was held on Tuesday, 14th September, 2021.

Present: Cllr Tony Riordan (Chair), Cllr Barrie Cooper, Cllr Chris Jones, Cllr Tom Mawston, Mr Paul McGrath, Cllr Steve Nelson, Cllr Shane Moore (Substitute for Cllr Stephen Picton, Cllr Amy Prince, Cllr Carl Quartermain, Mr Luigi Salvati and Cllr Norma Stephenson O.B.E.

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

Also in attendance: Steve Turner (PCC), Lisa Oldroyd, Rachelle Kipling, Amy Forsyth (OPCC).

Apologies: Cllr Chris Gallacher, Cllr Stefan Houghton, Mayor Andy Preston and Cllr Stephen Picton.

PCP 16/21 Welcome by the Chair and Introductions

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

PCP 17/21 Declarations of Interest

There were no interests declared.

PCP 18/21 Minutes

Consideration was given to the minutes of the meeting held on 6 July 2021 and the Attendance Matrix for 2021/22.

RESOLVED that the minutes of the meetings held on 6 July 2021 be approved as a correct record and the Attendance Matrix for 2021/22 be noted.

PCP 19/21 Members' Questions to the Commissioner

The following question had been submitted by Cllr Amy Prince for response by the Commissioner:-

“How many times has the community trigger been activated in Hartlepool and what were the outcomes?”

The Commissioner responded with:-

“During 2020/21 4 applications for case review were received, 1 was refused, 3 case reviews were conducted and 0 case reviews resulted in recommendations.

The following question had been submitted by Cllr Amy Prince for response by the Commissioner:-

“What was the cost of the recent ‘reopening’ of Hartlepool’s custody suite? How many days has it been ‘open’ since you made the announcement? What would the total cost be of reopening them fully, 24 hours a day, 7 days a week, 365 days a year?”

The Commissioner responded with:-

"It cost £36k to do the refurbishment and had been used on 5 separate occasions since it re-opened and during these times it has had 17 detainees. If we were to re-open fully the annual cost would be £1 million to £1.1 million."

The following question had been submitted by Cllr Barrie Cooper for response by the Commissioner:-

"I would like the Commissioner to know that I am receiving numerous complaints of speeding in the populated 20mph zones around Middlesbrough, I'm also aware of similar problems in neighbouring Local Authority areas so I would ask the Commissioner if more Speed Camera vans could be made available as a deterrent in these vulnerable areas?"

Cllr Barrie Cooper also asked about an incident that had happened over the weekend involving a motorbike and a drugs delivery.

The Commissioner responded with:-

"3 arrests have been made regarding the incident. In terms of off-road motorbikes, a robust plan is needed, it is sadly something that has been lacking for a long time. We have done a lot of good work in at Hartlepool. What we do need is quality community intelligence about where the bikes are being stored and who is using them.

Regarding the speed camera vans I'm aware that there is new kit available which is about the size of an iphone that fits onto a tripod and can be used in most locations, I do personally think these could make a massive difference."

The following question had been submitted by Cllr Chris Gallacher for response by the Commissioner:-

"What is the cost to the tax-payer for the operation of the Office of the PCC on a fully established basis per annum?"

As a post was recently advertised for a Chief of Staff I would be also interested in seeing the organagram for this establishment."

The Commissioner responded with:-

"The organagram for the PCC Office is on the PCC website. In terms of cost we will spend approximately 0.6% of the Forces total budget which is approximately £900k. One of the primary roles of the OPCC is commissioning services and looking for funding for various schemes to fight crime. Since May my office has brought in and extra £1.1 million so that £900k cost has already generated in less than 6 months over £1 million."

The following question had been submitted by Cllr Steve Nelson for response by the Commissioner:-

"In his proposed Police and Crime Plan the commissioner has stated that he

wants to increase the number of special constables by using financial inducements in the form of councils agreeing to a reduction in council tax for those volunteering to be a special constable. At the last Stockton Borough Council Meeting a motion put forward by the Conservative Group proposing this was roundly rejected by other councillors. This was for a number of reasons but principally because it was felt to be divisive in respect of the other estimated 45,000 volunteers in the borough and the council did not want to send a message to those volunteers that some volunteers are more valued than others. It was felt that if the Commissioner feels that financial inducements are needed to increase numbers he has the legislative and financial ability to pay allowances himself as Commissioners in the West Midlands and Devon & Cornwall have done. I would therefore ask the Commissioner what thoughts, if any, he has given to paying special constables allowances and whether he intends to pay said allowances and if not why-not?

The Commissioner responded with:-

“Firstly, I would say financial inducements doesn’t do what we are trying to do justice. I think it was a reward and the other thing that there might be 45k volunteers across the area but you can’t compare policing in Middlesbrough on a Saturday night to other volunteer work.

In terms of what has happened elsewhere, there is and always has been a mechanism to pay special constables but that can only be used in certain circumstances. In terms of what has happened at other Councils, Middlesbrough Council is keen to do something with special constables but would like to see the money come from a different direction, Hartlepool Council and Redcar and Cleveland Council haven’t formally come back to me. If you do it through council tax that doesn’t affect HMRCs. So I’m extremely disappointed that Stockton Council chose to respond in the way that it did. The message that it sends to the special constables is that policing isn’t important.”

The following question had been submitted by Cllr Steve Nelson for response by the Commissioner:-

“Arguably the best Chief Constable Cleveland Police has ever had has resigned just a few months into the new Police & Crime Commissioner taking up his new role. Is there a connection between the two events and what steps, if any, did the Commissioner take to try to retain the services of Mr Lewis?”

The Commissioner responded with:-

“I see absolutely nothing but? political motivation for this question. The easy answer is no there is no connection and secondly I took every possible step to retain the services of Mr Lewis.”

Councillor Steve Nelson asked the following supplementary question:-

“At the last Panel the Commissioner said that the people of Cleveland had no confidence in Cleveland Police and for somebody who wanted to keep his Chief Constable who had been in post for over 2 years and who had improved

Cleveland Police was hardly a real endorsement of the Chief Constable. I also asked why the Chief Constable wasn't at the meeting and he and his predecessors had always attended the Panel meetings where possible and your response was that he will come when I think it is appropriate for him to come. I was hearing that the Commissioner is very operational minded and so I wasn't surprised at all. Also I believe you have gone out to recruitment at £20k more than Mr Lewis was paid."

The Commissioner responded with:-

"Regarding the last point I find it amazing that you as a member of this Panel didn't know how much your Chief Constable was being paid. The salary is exactly the same.

In terms of why he wasn't at the Panel, it isn't the job of the panel to scrutinise the Chief Constable that is my role. Your role is to scrutinise the Commissioner and that is why I'm here. In terms of why he is going to suggest that he is using his family as a shield because he doesn't want to work with me is extremely unfair."

The following question had been submitted by Cllr Steve Nelson for response by the Commissioner:-

"Given the concerns the public has regarding the criminal use of motor bikes and the dangers they pose to public safety what consideration has been given to giving Cleveland Police Officers tactical stop powers?"

The Commissioner responded with:-

"Cleveland Police already have them."

Councillor Steve Nelson asked the following supplementary question:-

"I have used the term tactical stop powers but in London we see bikes given a nudge to stop them, is this something that could be used in Cleveland?"

The Commissioner responded with:-

"When the Policing Minister visited Cleveland we showed him a presentation of a situation that happened in Cleveland where we had an ARV knocking two individuals off their moped using tactical stop powers. The officers seized a number of weapons off them and made two arrests."

The following question had been submitted by Paul McGrath for response by the Commissioner:-

"In 2019 following the appointment of Richard Lewis, he appointed Mr Ian Arundale as temporary deputy Chief Constable to assist in certain issues facing Cleveland police. Mr Arundale had retired from the police service 7 years earlier. The Police and Crime Panel were given to understand that this was a temporary appointment. In July 2020 Helen McMillan was appointed Deputy

Chief constable following competitive interview, Mr Arundale remained in post.

I understand that Mr Arundale remains in post some two years from his original temporary appointment and despite the appointment over a year ago of a new deputy. Other Police forces of a vastly bigger size to Cleveland seem able to operate with one deputy, why does Cleveland require two people? What earnings has Mr Arundale received from the Force during this period?"

The Commissioner responded with:-

"The salary of Mr Arundale is a matter of public record and I don't propose to get into that but what I would say is that Mr Arundale is still in post today. I think the important part of this is that the Chief Constable chose to keep Mr Arundale due to the sheer number of historical cases that are here in Cleveland Police. Mr Arundale is the best to my knowledge in this field and he spends every working day dealing with such cases. This allows Helen McMillan to work as Deputy Chief Constable."

**PCP
20/21** **Cleveland Police and Crime Plan**

A copy of the draft Cleveland Police and Crime Plan was tabled for members consideration. A final version the Plan would be presented to a future meeting of the Panel for final consideration. Any comments/amendments should be emailed through to the Office of the PCC for consideration.

RESOLVED that the draft Cleveland Police and Crime Plan be noted and that the Plan be presented to a future meeting of the Panel for final consideration.

**PCP
21/21** **Programme of Engagement for the Commissioner**

PCCs are elected by the public to hold Chief Constables and the Force to account, effectively making the police answerable to the communities they serve. A key role for PCCs is representing and engaging with local communities to help deliver their policing priorities. The PCC produces a Police and Crime Plan covering their term of office that sets out the priorities for local policing for the whole force area, and how they are going to be addressed. This document sets out the PCC's objectives for policing and reducing crime and disorder in the area, how policing resources will be allocated, agreements for funding and performance reporting requirements.

On 6th July the PCC presented his draft Police and Crime Plan to the Police and Crime Panel, setting out 10 clear objectives for his 3-year term of office.

- More police on the streets
- Effective support for victims and witnesses of crime
- Bringing offenders to justice
- Getting tough on drugs and gangs
- Tackling antisocial behaviour head on
- Preventing, tackling and reducing serious violence
- Using technology to combat crime
- Building confidence in Cleveland's communities

- Tackling violence against women and girls
- Ensuring an effective policing and criminal justice system

An online public consultation was launched on 8th July to inform the final version of the Plan which will go to the Police and Crime Panel for approval on 14th September.

The consultation ran until Monday 23rd August and was promoted through OPCC social media and press releases, together with linking into key community safety partner organisations. In addition to the online survey OPCC staff attended a range of community events across Cleveland with paper copies of the survey to ensure a wider representation of views were included in the consultation. Roadshows were held at the following events:

- Loftus Community Fayre
- Middlesbrough Mela
- Hartlepool Middleton Grange shopping centre
- Redcar market
- Stockton market
- Thornaby market
- Billingham market

Specific workshops were also undertaken with young people, older people and the hearing-impaired community.

The OPCC commissioned VCSE organisation Skills for People, who work with the learning-disabled community, to produce an Easy Read version of the survey for consultation with their service users and the wider learning-disabled community.

A member felt that a copy of the recent revisit HMICFRS inspection report should have been shared with all members of the Panel. The report outlined how Cleveland Police had improved and how areas of Cleveland Police still needed to improve. The Commissioner outlined that the document was available on the website but agreed that the document could have been circulated to the Panel. Reference was to poor previous consultation had been done in the past, the Commissioner responded that consultation had now improved greatly particularly the consultation that had been done around the Cleveland Police and Crime Plan.

A member asked a question around providing more police officers on the streets and how the Commissioner envisaged Cleveland Police becoming a more proactive force. The Commissioner responded that Cleveland Police are facing many issues including cyber-crime, OCG, modern slavery and child exploitation. Proactively Cleveland Police are looking at working with partners and gathering solid intelligence. One key area was also domestic violence and looking at ways of reducing the figures and work with perpetrators and victims. Police Officers are being actively recruited and are all doing 2 years working on the streets.

The Chair felt that the consultation regarding the Cleveland Police and Crime Plan had very good. The Chair had criticized the previous consultation that had taken place 18 months previously on the Police Precept. A lot of the consultation had reflected what Cleveland Police needed to do following the

HMICFRS inspection report and there was open questions towards the end of the consultation document.

RESOLVED that the report be noted.

**PCP
22/21** **Police and Crime Commissioner Resolution Team**

The Commissioner gave the Panel a presentation on a new model for the Resolution Team. Consultation had been carried out on the various options that were available to the Commissioner.

Members supported the new model (model 3) and felt that the new model added a layer of direct accountability and may help to restore some confidence in Cleveland Police. The Commissioner outlined that there would be no overall increase in cost to the OPCC to transfer to this new model and that previous complaints that had been considered under the previous model had also been handled well.

The Chair outlined that the costs associated with the new model were all contained within the business case consultation document.

RESOLVED that the presentation be received.

**PCP
23/21** **Decisions of the Commissioner**

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

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

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

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

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

Decisions made since the last meeting of the Police and Crime Panel were attached to the report.

The Chair outlined that there may be a technical issue regarding the link to the OPCC website. The Commissioner responded that someone from the OPCC

would investigate the problem.

RESOLVED that the report be noted.

**PCP
24/21** **Commissioner's Scrutiny Programme**

Consideration was given to a report that provided an update on the Police and Crime Commissioner's (PCC's) scrutiny programme.

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

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

A scrutiny handbook had been produced which sets out the approach to scrutiny and a copy of this was attached to the report.

The PCC had developed a scrutiny programme which challenged Cleveland Police in a firm but fair way. Since taking office the PCC had held 2 formal scrutiny meetings which were held on 13 July and 11 August and details of these meetings was included within the report.

Details of each scrutiny meeting were held in order to record if the PCC was assured or otherwise by the Force's response. Where further assurances were required, additional information would be required by the Force at future meetings.

A discussion took place around the areas of scrutiny that may not be suitable to be shared with the public. The Commissioner responded that there may always be elements of scrutiny that can't be made public for various reasons. If there was something that needed to be discussed by the Panel there are means in which to exclude the public.

The Chair asked a question around the force control room. The Commissioner responded that he had received a presentation from the force control room and he had received assurances and he now had a good understanding on what they were working on and the challenges that they were facing.

RESOLVED that the report be noted.

**PCP
25/21** **Appointments to the Complaints Sub Committee**

Consideration was given to a report that sought to appoint to a vacancy on the Police and Crime Panel Complaints Sub-committee.

At a meeting of the Police and Crime Panel on 17 November 2020 the membership of the Complaints Sub-Committee was agreed. It was agreed that, where possible, one elected member from each authority and one non-political independent member sit on the panel.

The membership was agreed as follows;-

Councillor Norma Stephenson OBE (Stockton-on-Tees BC)
Councillor Barrie Cooper (Middlesbrough BC)
Councillor Chris Jones (Redcar and Cleveland BC)
Councillor Lee Cartwright (Hartlepool BC)
Paul McGrath (non-political independent member)

Councillor Lee Cartwright was no longer a member of the panel and the seat for Hartlepool Borough Council was vacant.

Nominations/volunteers were therefore sought for the appointment of a member of the current panel to that vacant seat, in the first instance from Hartlepool Borough Council, but open to other members if Hartlepool members do not wish to join the sub-committee.

RESOLVED that Councillor Stephen Picton (Hartlepool Borough Council) be appointed to the Complaints Sub Committee.

**PCP
26/21**

Potential of 'Live Streaming' Meetings - Options Appraisal

Consideration was given to a report that considers a request received from the Police & Crime Commissioner Council for all future public meetings of the Police & Crime Panel to be streamed live to the public and includes an options appraisal evaluating this proposal.

At the last meeting of the Police & Crime Panel (6th July 2021) Members were advised that the Police & Crime Commissioner had requested that all public meetings of the Police & Crime Panel be live streamed so that members of the public could follow proceedings remotely. The Commissioner considered that Live streaming future meetings would not only allow more people to watch proceedings in real time but it would also increase the accountability of the panel and the Police & Crime Commissioner and by association Cleveland Police to the communities, which they all served.

Stockton Borough Council's policy was to not stream its own public meetings; and therefore there were no current arrangements in place to facilitate this proposal.

This policy was last reviewed in detail by full Council in March 2017 when up until that time, meetings of its Council, Cabinet and Planning Committee were recorded and later hosted on the Council's website via YouTube. A decision was taken at that time to cease continuation of this practice as a consequence of the viewing figures for such meetings being extremely modest, particularly

when taking into account the costs involved of doing so which equated to approximately £10k per annum.

The policy was again addressed in January 2021 at a time when the Remote Meeting regulations were in place which allowed remote attendance by all parties. Members were aware that these Regulations expired on the 7th May 2021 and that there was no timescale set for the Government to consider whether it wished to approve legislation that would re-introduce remote access for all parties.

Members were aware that the Openness of Local Government Bodies Regulations 2014 introduced rights for the public to report and commentate on public meetings of local government bodies when attending in person.

It was noted that in the time since the introduction of the legislation affording members of the public the opportunity to report and comment on public meetings, there had been no occasions when members of the public had invoked the protocol and requested permission to make their own recording of the meeting. Notwithstanding that, it remained open to both the PCC and the OPCC to make their own recording should they wish to do so.

Should the PCP however determine that it would now wish to live stream its future meetings, it should be mindful that the technology in place within venues hosting meetings of the PCP, e.g. SBC Municipal Buildings, Police HQ or other local authority buildings, may differ significantly, therefore making a 'one size fits' solution harder to achieve.

Meetings of the Panel had been held at Stockton within the Jim Cooke Conference Room and at the Baptist Tabernacle, the latter being an external facility for which a hire charge of £350-£500 applies for half day use subject to extent of IT/audio required.

Within the Jim Cooke Conference Room, the location has a (portable, Bosch) microphone system so sound can be covered by utilising this, and a feed taken from the microphones into a computer. That facility had 11 speakers available to use which cost £12k a number of years ago. Additional speakers may be required to facilitate attendance by all members of the Panel and officers in attendance to provide one device per person present.

A camera can be connected and pointed at the room which will provide a single camera input, so a wide shot of the room. A suitable streaming camera and tripod would be needed which would cost in the region of £500. A member of staff would also be required to operate the live stream computer. The recording could be shared on whichever social media platform was preferred by the PCP.

Should other local authority or HQ venues be used to host the meetings, it would not be possible to use the 11 current devices used within the Jim Cooke facility as their usage policy is confined to use within their own building as it is also commercially let. However, provided the venue had the same IT setup as the Jim Cooke facility, the devices purchased by the PCP could be used along

with the camera.

Should the facilities provided by the Baptist Tabernacle be preferred, this facility had all the necessary equipment in house to live stream an event, including audio, multi angle video, mixing desks, and staff with experience and the necessary expertise for live streaming meetings, including in the recent past those of the PCP, and Stockton's Planning and Licensing Committees. The only requirement would be the PCC providing a login to the streaming platform they wish to stream to (e.g. their YouTube channel or Facebook page).

Members discussed the various options that were available to them and felt that as the uptake of the viewing numbers was unknown and the costs would be quite substantial if recording equipment was purchased, a pilot scheme would be the best way forward. All four Cleveland Police area local authorities should be contacted to ask if they would be willing to share the cost of recording a single meeting of the Panel as a pilot and then if they agree a future meeting of the Panel should be recorded and then promoted on the PCC website. Following this the amount of views will be monitored to see what the uptake is and then a decision can be made by the Panel if all future meetings should be recorded.

RESOLVED that:-

1. All four Cleveland Police area local authorities be contacted to ask if they would be willing to share the cost of recording a single meeting of the Panel as a pilot.
2. If the above is agreed, a future meeting of the Panel should be recorded and then promoted on the PCC website.
3. Following the above, the number of views will be monitored to see what the uptake is and then a decision can be made by the Panel if all future meetings should be recorded.

**PCP
27/21**

Public Questions

Members were informed that there were no Public Questions.

**PCP
28/21**

Forward Plan

Members were presented with the Forward Plan for the Panel.

RESOLVED that the Forward Plan be noted.

Cleveland Police and Crime Panel

A meeting of Cleveland Police and Crime Panel was held on Tuesday, 12th October, 2021.

Present: Cllr Tony Riordan (Chair); Cllr Barrie Cooper, Cllr Chris Jones, Paul McGrath, Cllr Stephen Picton, Cllr Amy Prince, Luigi Salvati and Cllr Norma Stephenson.

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

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

Apologies: Cllr Stefan Houghton, Cllr Tom Mawston, Cllr Steve Nelson and Mayor Andy Preston.

PCP 29/21 Introduction and Welcome by the Chair

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

PCP 30/21 Declarations of Interest

There were no interests declared.

PCP 31/21 Confirmation Hearing Purpose and Procedure

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

RESOLVED that the Confirmation Hearing Purpose and Procedure be noted.

PCP 32/21 Key documents associated with the appointment

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

The post of Chief Executive and Monitoring Officer had been held by Simon Dennis who also acted as Chief Executive and Monitoring Officer for the Police, Fire and Crime Commissioner for North Yorkshire. Mr Turner agreed to release Mr Dennis from his role with the Police and Crime Commissioner's Office for Cleveland early by mutual agreement with North Yorkshire, leaving the post at Cleveland vacant. The post was temporarily filled by Lisa Oldroyd following a Confirmation Hearing of the Panel in June 2021.

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

The Police and Crime Commissioner was obliged to notify the Police and Crime

Panel of a proposed appointment to the post of Chief Executive which he did by letter addressed to the Chair of the Panel dated 1 October 2021.

The Commissioner was also obliged to provide the following:-

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

The details of a) to d) were provided to the Panel.

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

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

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

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

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

RESOLVED that the report be noted.

**PCP
33/21**

Questioning of the Candidate

Before the commencement of the question and answer session the Candidate gave a brief personal statement. Panel members were then given the opportunity to ask questions of the Candidate and these centred around the following, what do you consider the role of chief Executive to be? What abilities and qualities are needed for this role in your view? What individuals, groups or agencies do you consider would need to be involved and engaged in order to deliver the objectives of the police and crime plan? How will that involvement/engagement be achieved? What expectations will you have of those who are involved in the plan's delivery? Can you tell us about any cases when you have needed to provide unwelcome advice to your superiors, and describe how you have approached that? What further training and development do you think you need to become fully effective in your new role?

RESOLVED that the question and answer session be noted.

**PCP
34/21**

Closed Session for the Panel to consider its recommendation

The hearing then concluded and the Panel went into closed session to consider

its report and recommendations.

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

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

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