

FINANCE AND POLICY COMMITTEE

AGENDA



Monday 14 March 2022

at 10.30 am

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

A limited number of members of the public will be able to attend the meeting with spaces being available on a first come, first served basis. Those wishing to attend the meeting should phone (01429) 523568 or (01429) 523019 by midday on Friday 11 March and name and address details will be taken for NHS Test and Trace purposes.

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

MEMBERS: FINANCE AND POLICY COMMITTEE

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

1. APOLOGIES FOR ABSENCE

2. TO RECEIVE ANY DECLARATIONS OF INTEREST BY MEMBERS

3. MINUTES

- 3.1 To receive the minutes of the meeting of the Finance and Policy Committee held on 14 February, 2022.

4. BUDGET AND POLICY FRAMEWORK ITEMS

- 4.1 Capital Receipts Strategy – *Director of Resources and Development*

CIVIC CENTRE EVACUATION AND ASSEMBLY PROCEDURE

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

5. KEY DECISIONS

- 5.1 Domestic Abuse Strategy – *Director of Children’s and Joint Commissioning Services*
- 5.2 Borough Hall Capital Project – *Director of Adult and Community Based Services*
- 5.3 Sale of Land at Coronation Drive – *Director of Resources and Development*
- 5.4 Land Rear of Sovereign Park – *Director of Resources and Development*
- 5.5 A19 Grade Separated Junction, Elwick Bypass and Hartlepool Western **(To Follow)**
- 5.6 Tees Valley Energy Recovery Facility – Local Authority Special Purpose Vehicle – *Managing Director*

6. OTHER ITEMS REQUIRING DECISION

- 6.1 HR Policy – Revised Bereavement Policy and Procedure – *Assistant Director, Corporate Services*
- 6.2 ICT Contract 2023 Progress Update – *Director of Resources and Development*
- 6.3 Workers’ Memorial Day – *Assistant Director, Corporate Services*
- 6.4 Council Tax Energy Bills Rebate – *Director of Resources and Development* **(To Follow)**
- 6.5 COVID-19 Additional Relief Fund Scheme (CARF) – *Director of Resources and Development*

7. ITEMS FOR INFORMATION

- 7.1 Tall Ships 2023 Progress Report – *Director Adults and Community Based Services*
- 7.2 Council Plan 2021-2024 – Progress Update – *Managing Director*
- 7.3 Corporate Procurement Quarterly Report on Contracts – *Chief Solicitor*
- 7.4 Staff Safety Progress Update – *Assistant Director, Corporate Services*

8. ANY OTHER BUSINESS WHICH THE CHAIR CONSIDERS URGENT



FINANCE AND POLICY COMMITTEE MINUTES AND DECISION RECORD

14 FEBRUARY 2022

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

Present:

Councillor Shane Moore (In the Chair)

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

Also Present: Councillor Pamela Hargreaves as substitute for Councillor Jonatan Brash in accordance with Council Procedure Rule 4.2.
Councillors Rachel Creevy and Tom Feeney.

Officers: Denise McGuckin, Managing Director
Hayley Martin, Chief Solicitor
Chris Little, Director of Resources and Development
James Magog, Assistant Director, Finance
Sally Robinson, Director of Children's and Joint Commissioning Services
Craig Blundred, Director of Public Health
Jill Harrison, Director of Adult and Community Based Services
Tony Hanson, Director of Neighbourhoods and Regulatory Services
Steve Hilton, Communications and Marketing Team
David Cosgrove, Democratic Services Team

69. Apologies for Absence

Councillor Jonathan Brash.

70. Declarations of Interest

None.

71. Minutes of the meeting held on 21 December 2021

Confirmed.

A Member referred to Minute 61 "Brenda Road Housing Scheme – Proposed Acquisition by Housing Revenue Account of 84 Housing Units" and asked if the Director of Resources and Development if there was an update on the number of 3 bedroom houses the Authority was proposing to

acquire. The Director stated that an update on the development was included in the HRA Business Plan Update later on the agenda.

A Member highlighted that Minute 68 “Medium Term Financial Strategy 2022/23 to 2024/25” recorded the decisions as agreed by the Committee but that the vote was not unanimous with Labour Members having voted against, though the Chair noted that no alternatives were proposed.

72. Minutes of the meeting of the Safer Hartlepool Partnership held on 13 September 2021

Received.

73. Medium Term Financial Strategy (MTFS) 2022/23 to 2024/25 – Terms and Conditions of Employment Saving *(Director of Resources and Development)*

Type of decision

Budget and Policy Framework.

Purpose of report

The purpose of the report was to provide an update on the proposed changes to employee terms and conditions of employment and to outline next steps.

Issue(s) for consideration

The Director of Resources and Development reported that Council on 16th December 2021 approved the savings proposals for 2022/23 which included the proposal to amend collectively agreed terms and conditions of employment in relation to:

- (i) The removal of time and a half premium rates for contractual hours worked at a weekend and;
- (ii) The reduction of pay protection from 3 years to 1 year.

The estimated saving for this proposal is £395,000. Detailed negotiations have been held with the Trade Unions and a final offer consisting of two elements was made and subject to ballot:

- A reduction in the protected period from three years to one year;
- A buyout payment for a ‘Yes’ vote for those employees directly affected by the reduction in premium rates using a tiered approach.

The Trade Union ballot was a joint consultative ballot between UNISON, GMB and UNITE who are the recognised Trade Unions. Each member of these three unions who are employed by Hartlepool Borough Council and

are affected by the proposal have been given an opportunity to vote 'Yes' to accept the changes or 'No' to not accept the changes. The ballot commenced on Friday 14th January 2022 and closed on Friday 4th February 2022 (noon).

The Director reported at the meeting that the result of the ballot was 41% for and 59% against.

As there was a majority 'No' vote the Director indicated that the Finance and Policy Committee would need to make a decision on the next steps. The options were:

- (i) Take no further action in relation to these proposals. In which case the Finance and Policy Committee would need to instruct the Managing Director to identify alternative savings proposals to replace this saving and as a result, there was likely to be further cuts to services with compulsory redundancies.
- (ii) Implement the new Terms and Conditions as planned as soon as practicable.

In relation to option 2 the Director stated that this could not be implemented from 1 April as originally intended but would likely take around 6 months to implement.

The Chair stated that he was extremely disappointed with the results of the Union ballot. Ultimately, there was a decision of this Committee and Council that the savings should be implemented and it was his view that officers should proceed on that basis but utilise the time period outlined by the Director to undertake further discussions with the Trade Unions. Some Members expressed concern that there was no third option to continue negotiation with the Trade Unions and staff to reach an agreement, or compromise, which could lead to the savings being achieved.

Members questioned the number of staff that would be directly affected by the proposal in relation to weekend working. The Director commented that it was around 160-170 staff across a number of departments including staff in leisure and care settings. Members expressed concerns at the proposed reduction in payments to staff in the current economic situation.

There was significant debate on the proposals put forward in the report. The Chair thanked Members for their input to the consideration of the issue.

An amendment was put forward by some Members of the Committee, effectively an 'Option 3', requesting that officers undertake further negotiations with the trade unions with a view to seeking agreement to the savings proposals set out including the proposed buy-out payments.

The amendment was put to a recorded vote.

Those in favour: Councillors Hargreaves, Harrison, and Prince.

Those against: Councillors Brown, Fleming, Lindridge, Little, Moore, D. Nicholson, Stokell and Young.

Those abstaining: none.

The amendment was, therefore, lost.

Members requested that details of the further discussions and any agreements with the Trade Unions be reported to the Committee before any implementation was progressed. The Managing Director undertook to report back to the Committee on those negotiations. The Chair confirmed the buy-out proposals would also remain on the table. The Managing Director also confirmed for Members that any decision today would be reported to full Council on 24 February.

The substantive motion was put to a recorded vote: That officers be instructed to move to the implementation of the terms and conditions savings as agreed by Council as part of the Medium Term Financial Strategy (MTFS) 2022/23 to 2024/25 with the work to implement the savings being undertaken over the next six months and that during that period officers also be instructed to continue discussions with the Trade Unions with the aim of seeking agreement to their implementation, though if this was not achieved the savings proposals would be implemented as soon as practicable.

Those in favour: Councillors Brown, Fleming, Lindridge, Moore, D. Nicholson, Stokell and Young.

Those against: Councillors Hargreaves, Harrison, Little and Prince.

Those abstaining: none.

The vote was, therefore, carried.

Decision

1. That the report and the results of the Trade Union ballot be noted.
2. That officers be instructed to move to the implementation of the terms and conditions savings as agreed by Council as part of the Medium Term Financial Strategy (MTFS) 2022/23 to 2024/25 with the work to implement the savings being undertaken over the next six months and that during that period officers also be instructed to continue discussions with the Trade Unions with the aim of seeking agreement to their implementation, though if this was not achieved the savings proposals would be implemented as soon as practicable.

74. Medium Term Financial Strategy (MTFS) 2022/23 to 2024/25 *(Director of Resources and Development)*

Type of decision

Budget and Policy Framework.

Purpose of report

The purpose of the report was to:

- (i) provide details of the provisional 2022/23 Local Government Finance settlement announcement and to advise Members of the arrangements to finalise the 2022/23 technical budget calculations to be referred to Council on 24th February 2022; and
- (ii) to detail capital budget proposals to be referred to Council.

Issue(s) for consideration

The Director of Resources and Development reported that in accordance with the Constitution the Finance and Policy Committee is required to develop MTFS proposals for the forthcoming year for consideration by Council. The following detailed proposals had previously been considered and approved:

- Council 30th September 2021 - approved a 1.9% core Council Tax increase (below the 2% recently confirmed national Referendum Limit), plus the 3% deferred Adult Social Care precept (the precept could either have been implemented in 2021/22 or deferred to 2022/23);
The decision secured recurring income of £2.113m - which if not achieved would have had to be addressed by making additional service cuts to this value.
- Council 16th December 2021 - approved savings proposals for 2022/23.

The Director reported that in line with the procedures adopted in previous years this final technical report deals with process for the statutory Budget and Council Tax calculations arising from the decisions previously made by Council. The proposals in this report will be referred to Council on 24th February 2022.

The provisional Local Government Finance Settlement was issued late on 16th December 2022 (the final working day of Parliament before the Christmas recess) and key details of the settlement were highlighted by the Director. These included the 2022/23 Services Grant, a new grant providing additional national funding for Councils. At a national level Government figures show the settlement is the best for many years and provided a national increase in Spending Power. However, 40% of this increase assumes authorities would increase Council Tax. For Hartlepool Government Spending Power figures assumes 36% of the increase will be

funded from Council Tax, which reflects the favourable impact of ASC precept equalisation grant.

The Director reported that the formula used to distribute the 2022/23 funding was beneficial to Hartlepool and exceeded the minimum requirement by £1.481m (£1.484m in the final settlement issued on 7 February 2022). In line with the strategy approved by Council on 16 December 2021 this additional grant enabled the use of reserves in 2022/23 to be reduced. More importantly this strategy reduced the budget deficit deferred from 2022/23 to 2023/24. On the assumption that the 2022/23 funding continued in future years the total deficit for 2023/24 and 2024/25 also reduced by £1.481m from £4.454m to £2.973m. It was still recommended that reserves were used to phase the reduced 2023/24 and 2024/25 deficit over these two years.

In view of the increase in Government Funding the Chair of the Committee had proposed that Members support the following changes to the 2022/23 savings:

Local Welfare Support - £86,000

Members approved this saving which involves remodelling the support provided and the retention of a budget of £120,000, which would reflect the recurring funding the Council receives within the Revenue Support Grant. The proposal was to defer this saving to enable the Council to specifically increase the funding available during 2022/23 for gas / electric top ups whilst inflation remained high.

School Crossing Patrols - £32,000

This saving reflected a review of the 28 sites currently operated, which determined 9 sites could be removed. This was a difficult exercise as every site had merit in providing road safety, however, difficult decisions needed to be made to balance the overall budget. The proposal was considered by both Children's Services Committee and Neighbourhood Services Committee and supported by Members – albeit reluctantly. It was proposed that this saving is removed completely.

It is also proposed that officers were asked to determine if on an “invest to save basis” either pelican or zebra crossings, with 20 mph zones, can be installed. This proposal would provide improved road safety at all times – not just when crossing patrol officers were on duty.

The Chair commented that it was a welcome surprise that the Authority had received a better funding settlement than expected and hoped that Members would support the proposals he had requested be set out in the report relating to school crossing patrols and local welfare support.

While welcoming the proposals to permanently reverse the proposed saving on to school crossing patrols and defer the saving on local welfare support as set out in the report, some Members considered that all the additional money should be directed towards local welfare support over the next twelve months. It was proposed that funding for the reinstatement of the crossing patrols could instead be found by cutting all Special Responsibility Allowances (SRAs) paid to Chairs and Vice Chairs, other than the Leader, by 50%; equalling the required funding of £32,000. The Chair noted that those proposing the alternative wouldn't be affected by it.

A Member requested that the Leader write to government suggesting that the UK Government follow the lead of other European governments in capping the profits that energy supply companies in the UK could make.

There was considerable debate on the proposal to reduce Special Responsibility Allowance (SRAs) to meet the proposed savings in school crossing patrols with some disagreement on the recording of the previous decisions on savings at this and other Policy Committees. There was concern expressed that the local welfare scheme did not always work with some people becoming reliant on it too often rather than it being an infrequent, last resort support mechanism.

A member of the public commented that it had been disappointing to see some of the social media around the school crossing patrol savings being politicised and the lack of a cohesive Council working for the best interests of the town. The member of the public also expressed concern at the suggestion to cut SRAs and the quality of candidates that could be attracted to serve as councillors.

The Committee moved to recorded votes on the proposal and amendments put forward.

On the proposed amendment to remove the £32,000 allocated to maintain school crossing patrols as set out in the report, instead using it to increase Local Welfare Support further; then cut Elected Members SRAs, other than for the Leader of the Council, by 50% to generate funding of £32,000 to maintain the nine school crossing patrols that had previously been proposed for removal.

Those in favour: Councillors Hargreaves, Harrison, and Prince.

Those against: Councillors Brown, Fleming, Lindridge, Little, Moore, D. Nicholson and Stokell.

Those abstaining: none.

The vote was, therefore, lost.

The Chair moved to the recommendations as set out in the report. In relation to recommendations set out below there was no dissent to

recommendations 3 (i), 3 (ii), 5 and 6. Those Members that had voted for the amendment to fund the school crossing patrols from a reduction in SRAs stated they showed 'no dissent' to recommendation 3 (ii) only due to the failure of the amendment proposed.

Decision

1. The Committee noted that, as hoped when the MTFS report was considered on 13th December 2021, the provisional 2022/23 Local Government Finance settlement exceeds the minimum forecast requirement by £1.481m;
2. The Committee noted that in accordance with the recommendation approved by this Committee (13 December 2021) and Council (16 December 2021) the additional funding of £1.481m would reduce the use of the Budget Support Fund in 2022/23, which reduced the deficit deferred from 2022/23 to 2023/24; and reduced the total 2022/23 and 2024/25 forecast deficit from £4.4m to £2.9m – thereby providing a more robust and sustainable MTFS;
3. That Council be recommended to approve the following amendments to the approved 2022/23 savings, which would need to be funded by increasing use of the Budget Support Fund:
 - (i) Defer the Local Welfare Support saving - £86,000
 - (ii) Remove the School Crossing Patrols saving - £32,000 and note that officers be requested to determine if on an "invest to save basis" either pelican or zebra crossings, with 20 mph zones, can be installed and report details of the business case to a future meeting of Finance and Policy Committee.
4. The Committee noted that the detailed 2022/23 statutory Council Tax calculations, incorporating the Council Tax levels set by individual precepting authorities i.e. the Police and Crime Commissioner, Cleveland Fire Authority and individual parish councils, would be referred to Council on 24th February 2022.
5. That Council be recommended to approve the capital schemes and Prudential borrowing requirements as set out in Appendix B to the report, and which includes the proposals detailed in paragraph 5.6 and 5.7 of the report;
6. In line with the policy adopted in previous years, Council approval be sought to delegate authority to the relevant Policy Committee to determine, in compliance with the relevant grant conditions, the allocation of the actual capital grants once these were known.

Councillor Young left the meeting during the consideration of the previous item and before the recorded votes were taken.

75. HRA Business Plan Update (*Director of Resources and Development*)

Type of decision

Key Decision test (i) and (ii) Forward Plan Reference CE 77 / 21.

Purpose of report

The purpose of the report was to provide an updated HRA Business Plan and enable Members to determine the 2022/23 rent level to be recommended to Council.

Issue(s) for consideration

The Director of Resources and Development highlighted to the Committee that the HRA is a separate ring fenced account and all costs have to be met from rental income. There can be no cross subsidy between the HRA and General Fund Revenue Budget, and vice versa. The HRA is subject to specific Government regulations.

Current Government rent policy covered five financial years (2020/21 to 2024/25) and allowed for annual rent increase to maximum of 1% plus CPI inflation, as at September each year. This regime was designed to provide a sustainable financial base for HRAs, to support capital investment in further developments and to protect tenants from excessive increases.

The Council currently owned and managed 305 properties (an increase of 10 properties since the last business plan review). The Council had an ambitious investment strategy and approved schemes would increase the housing stock by 29% to 394 properties. The successful delivery of years 2 to 4 of the Brenda Road Housing scheme approved by Finance and Policy Committee on 13th December would add a further 66 properties to the HRA. This would increase the total stock by 50% to 460 properties. Details of the types of house currently in the stock and the proposed additions were set out in the report for Members information.

Previous benchmarking of HRA Reserves showed that the average level held by 26 councils was 39% of rent income. The HRA reserve at 1st April 2021 was £495,000, which is 37% of current rental income. Maintaining the reserve at this broad percentage remains appropriate as it provided financial resilience to withstand future potential shocks. This was particularly the case with the current level of uncertainty in the economy, the significant planned expansion of the HRA stock and potential Right to Buy impacts going forward.

In terms of the proposed rent increase for 2022/23, the Director reminded Members that the Council had frozen rents over the past two financial years. The current Government funding regime for the HRA sets a 2022/23 rent increase limit of 4.1%, which is the September 2021 CPI inflation rate

of 3.1%, plus 1%. Based on an assessment of the HRA this was the recommended increase for 2022/23. As highlighted in the report this recommendation provided a marginal forecast surplus for the year of £14,000. In the current financial climate this provided a small contingency to manage the impact of inflation risks facing the HRA. For Members information, the Director had included in the report details of how the HRA would be effected by a further rent freeze or a lower rent increase of 2%.

The Director through his robustness advice set out in the report stressed his strong recommendation to the Committee and Council that the rent increase of 4.1% should be implemented to protect the future of the HRA.

The Director stated that it was recognised that the recommended 2022/23 rent increase would impact on households at a time of increasing inflation and other costs. Rents had been frozen in the previous two years and this has reduced recurring income by £59,000 (£37,000 in 2020/21 plus £22,000 in 2021/22). For tenants this meant the average rent for 2021/22 was £3.71 per week less than if rents had not been frozen in the previous two years. This is a permanent benefit for tenants, although a permanent reduction in HRA income.

The Director indicated that of North East councils operating HRA's has increased rents in the previous two years and for 2022/23 three have approved an increase of 4.1% and two have proposed an increase of 4.1%, subject final approval.

The Chair commented that this had been an issue of much debate prior to the report being submitted to Committee. The Chair stated that he was committed to the provision of good quality homes for the people of Hartlepool, particularly when there were too many sub-standard homes in the private rented sector. Rent increases would never be popular but the ability to maintain the HRA and grow it as Members had already agreed was the key objective. The rent increase would assure the robustness of the HRA and its ability to deliver that growth.

There were, however, Members of the Committee that were reluctant to increase rents as this would be another pressure on families. Members noted that the reports Child and Family Poverty Impact Assessment acknowledged the pressure the rent increase could place on some families. The Chair acknowledged Members concern but reiterated his strong desire to provide high quality homes at a lower cost than other social landlords and the private rented sector and while unpalatable this would assist the Council in delivering that.

A Member questioned the potential of another rent freeze and the impact of that on the HRA. The Director of Resources and Development highlighted the recurring rent loss detailed in the report and the reduction in HRA reserves and stated that such a decision would damage the business case for the growth of the HRA and in the longer term could simple make the HRA unviable.

Members discussed at some length the proposed rent increase, the impact that would have on families, alternative rent increases and the future growth of the HRA.

The Chair referred to the recommendations set out in the report and the robustness advice of the Director of Resources and Development. The Committee noted recommendation 1 and there was no dissent to recommendation 3. In relation to recommendation 2, a recorded vote was undertaken.

Those in favour: Councillors Brown, Lindridge, Little, Moore, D. Nicholson and Stokell.

Those against: Councillors Hargreaves, Harrison, and Prince.

Those abstaining: none.

The vote was, therefore, carried.

Decision

1. That the report be noted;
2. That the recommended rent increase for 2022/23 of 4.1% be supported, which reflected the robustness advice detailed in the report, and that this proposal be referred to Council on 24 February;
3. That the proposed capital budget set out in the Confidential Appendix to the report be approved. The appendix contained exempt information under Schedule 12A Local Government Act 1972 (as amended by the Local Government (Access to Information) (Variation) Order 2006) namely, (paragraph 3) information relating to the financial or business affairs of any particular person (including the authority holding that information) and refer this proposal to Council. The Committee noted that once each phase was approved details of the agreed budgets would be reported to Finance and Policy Committee as part of the publically available information.

Councillor Fleming left the meeting during the consideration of the above item and before the recorded vote was taken.

76. Public Health Review (*Director of Children's and Joint Commissioning Services*)

Type of decision

For information only.

Purpose of report

To update the committee on the ongoing work to review the specialist Public Health work provided by the Public Health Team and funded through the Public Health Grant.

Issue(s) for consideration

The Director of Public Health reported that it was anticipated that the COVID-19 pandemic will require a decreasing proportion of the focus as we move into a new financial year (2022-23) and it was important that there was a clear direction of travel for the next five years.

The Director indicated that there were several reasons for carrying out the review:

- The national and local policy context has changed since the start of the pandemic and the impacts of these changes needs to be assessed;
- COVID-19 has had negative effects such as increasing waiting times for services, and a negative impact on mental health and resource allocation may need to be adjusted accordingly;
- There have been significant staff changes across the public health team in recent years; and
- There are challenges in recruitment to public health posts across the UK.

The pandemic had also generated some positive opportunities and accelerated new ways of working, which had opened up new opportunities that needed to be taken advantage of. The aim of the programme of work is therefore to review current Public Health services and the structure of the team within Hartlepool Borough Council and make recommendations leading to the development of a strategy for Public Health. The objectives of the initial phase of the review, a stocktake of the existing work programme, was set out in the report.

Decision

That the report be noted.

77. Any Other Items which the Chairman Considers are Urgent

A Member of the public questioned how the Government's recently announced rebate on Council Tax to help people meet the rises in energy costs was going to be implemented and how any shortfall in Council Tax revenues were expected to be made up. The Director of Resources and development stated that all Councils were still awaiting the Government's detailed guidance on how this would be done. It was expected that Council's would be making a direct payment to households, in a similar fashion to the support directed towards businesses during the Covid-19 Pandemic. The problem that would face the Council was that around 20%

of all Hartlepool households made their payments direct and we did not hold their bank details in order to expedite the payments.

In response to further questions from Members the Director stated that the Council would expect to be fully reimbursed for the payments and it was likely that, as with other payment schemes during the pandemic, an element of administration costs would be added. The Managing Director stressed that this was, however, yet another call on a small number of staff who had been working above and beyond to facilitate all the various funding and payment schemes the Government had required the authority to deliver, often with little notice during the pandemic; these staff were exhausted.

The meeting concluded at 12.15 pm.

H MARTIN

CHIEF SOLICITOR

PUBLICATION DATE: 28 FEBRUARY 2022

FINANCE AND POLICY COMMITTEE

14th March 2022



Report of: Director of Resources and Development

Subject: CAPITAL RECEIPTS STRATEGY

1. TYPE OF DECISION/APPLICABLE CATEGORY

1.1 Budget and Policy Framework

2. PURPOSE OF REPORT

2.1 The purpose of the report is to seek approval of a Capital Receipts Strategy to support Capital Programme inflation contingency.

3. BACKGROUND

3.1 The previous capital receipts target was set many years ago and the resources earmarked to fund previously approved capital commitments. Achieving the previous target has been extremely challenging and temporary year-end shortfalls in funding were funded from temporary borrowing.

3.2 As reported in the Medium Term Financial Strategy (MTFS) on the 13th December 2021 the final, planned land sale, once received will result in actual receipts exceeding the required target by £0.680m. Full Council (16th December 2021) approved the Committee's recommendation to allocate this amount as a capital contingency until contracts are awarded for the major approved capital projects and the position on external funding is clearer.

3.3 The MTFS report also indicated that in view of inflation being much higher than anticipated when the capital budgets were set, and expected to continue for longer, that a further report would be presented to identify the remaining Council land available for disposals.

4. NEW CAPITAL RECEIPTS TARGET

4.1 Details of the remaining land available for sale is provided in **Appendix A** and includes an indicative table for achieving these land sales over the next few years. The actual timing of receipts will depend on market interest and the time needed to progress contractual sales, including the successful tender securing planning permissions.

- 4.2 An initial estimate of the forecast total value of this land has been made on the basis of the land being sold for housing development, which secures the highest value, of £4m. This is net of estimated land conditions issues.
- 4.3 The actual capital receipt for each plot will depend on market conditions and approval of each sale will be subject to a separate report to Finance and Policy Committee.

5. FINANCIAL AND RISK CONSIDERATIONS

- 5.1 As part of the MTFS recommendations approved by Council existing one off resources of £1.680m, plus what can be raised from additional capital receipts over the next 2 to 3 years will be earmarked as a capital inflation contingency. Based on achievement of forecast additional capital receipts the total capital inflation contingency is £5.680m, as summarised below:

Uncommitted Capital receipts achieved	£0.680m
Temporary Minimum Revenue Provision (MRP) savings	£1.000m
- This saving reflects delaying MRP charges until assets become operational and assume these temporary saving are not needed for revenue pressures over the period 2021/22 to 2023/24.	
Additional potential capital receipts 2022/23 to 2024/25	£4.000m
Total forecast Capital Contingency	£5.680m

- 5.2 It needs to be recognised that **70% (i.e. £4m)** of the forecast contingency is reliant on the achievement of capital receipts. This is not guaranteed and will require careful management as the previous target took significantly longer to achieve than initially planned. If these monies are not received over the forecast time period, or the actual receipts are less than forecast, the Council will not have the forecast capital contingency.
- 5.3 Over the period 2022/23 to 2024/25 the Council has a Capital Programme approaching £100m, which includes major strategic developments including the Highlight and also schemes funded from specific capital grants. In this context the forecast capital contingency is a relatively small amount. The Council will be also be delivering the largest value capital programme for many years at a time when inflation is much higher than it has been for many years.

5.4 The Council will have to manage the impact of inflation risks across the whole programme through a combination of:

- Value engineering;
- Managing inflation risks on projects funded from specific capital grants;

Inflation risk will need to be managed within the resources available. If this cannot be achieved the Council will have to decide whether the schemes are not implemented and grant funding repaid, or the funding shortfall is met from the councils own resources – which will mean other projects cannot be delivered or need to be scaled back;

- Use of the Capital Contingency.

This will be a last resort as these monies can only be spent once.

5.5 As detailed in the MTFS recommendations approved by Council in December use of the Capital Contingency will require approval of a detailed business case by Finance and Policy Committee. This will ensure release of this fund reflects the Council's capital investment priorities.

6. OTHER CONSIDERATIONS

Legal Consideration and Asset Management considerations	Council are required to achieved best consideration when disposing of assets
Staff Considerations	No relevant issues
Consultation	No relevant issues
Child/Family Poverty Considerations	No relevant issues
Equality and Diversity Considerations	No relevant issues

7. CONCLUSION

- 7.1 The Council has an ambitious Capital Programme which will deliver significant improvements in the town's infrastructure and facilities available for residents. This programme is being delivered as the economy recovers from Covid and at a time of a significant increase in inflation.
- 7.2 The report details proposals to achieve further land sales to increase the Capital Contingency to help manage inflation risks. Achievement of these capital receipts will be challenging, require careful management and be subject to external factors.
- 7.3 There remains a risk that the proposed Capital Contingency may not be sufficient, although this will not be clear until contracts for major

projects are let. If the Capital Contingency is not sufficient then the Council will need to prioritise the capital programme.

- 7.4 In the unlikely event that the Capital Contingency is not needed the Council would be able to consider alternative uses of this one off funding. However, this cannot be done until contracts for major projects are let and schemes are implemented.

8. RECOMMENDATIONS

- 8.1 It is recommended that Members

- i) approve the proposed land sales detailed in Appendix A;
- ii) note that separate reports for individual land sales will be submitted to this Committee once tenders have been received and assessed;
- iii) note that progress in achieving land sales will be reported within the regular financial monitoring reports.

9. REASONS FOR RECOMMENDATIONS

- 9.1 To enable officers to progress future land sales.

10. BACKGROUND PAPERS

- 10.1 Medium Term Financial Strategy (MTFS) 2022/23 to 2024/25 – report to Council 16th December 2022

18. CONTACT OFFICERS

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Managing Director



Director of Resources and Development



Chief Solicitor



PROPOSED LAND SALE 2022/23 TO 2024/25**2022/23**

Description
Land at Hart-Gentoo
Land At Coronation Drive-Gleesons(payment 1)
The Willows
Rockhaven
Gladstone House
Northern Power Grid(second tranche of sub stations)
Covenant Release Hourglass Public House (PH) site
Covenant Release King Oswy PH site
Covenant Release Goldmine PH site

2023/24

Description
Land At Coronation Drive-Gleesons(payment 2)
Golden Flatts -reallocated land for housing excl Port II
Briarfields
Seaton Lane Sale & Sovereign Park Covenant Release-Persimmon/Hansteen

2024/25

Description
Land At Coronation Drive-Gleesons(payment 3)

FINANCE AND POLICY COMMITTEE

14th March 2022



Report of: Director, Children's and Joint Commissioning Services

Subject: DOMESTIC ABUSE STRATEGY

1. TYPE OF DECISION/APPLICABLE CATEGORY

1.1 Key Decision (test (i)/(ii)) Forward Plan Reference No. CJCS 124/21

2. PURPOSE OF REPORT

2.1 For members of Finance and Policy Committee to approve the Domestic Abuse Strategy 2022.

2.2 For members to approve the recommissioning of Domestic Abuse Services – which includes Safe accommodation and support services.

3. BACKGROUND

3.1 The Domestic Abuse Act received royal assent in parliament in April 2021 with draft statutory guidance being published in July 2021. There is a requirement for local authorities with their partners to review their Domestic Abuse Strategies to ensure that they are meeting the new statutory duties.

3.2 The new legislation will:

- Create a statutory definition of domestic abuse, emphasising that domestic abuse is not just physical violence, but can also be emotional, coercive or controlling, and economic abuse.
- Establish in law the office of Domestic Abuse Commissioner and set out the Commissioner's functions and powers.
- Provide for a new Domestic Abuse Protection Notice and Domestic Abuse Protection Order.

- Place a duty on local authorities in England to provide support to victims of domestic abuse and their children in refuges and other safe accommodation.
- Prohibit perpetrators of abuse from cross-examining their victims in person in the civil and family courts in England and Wales.
- Create a statutory presumption that victims of domestic abuse are eligible for special measures in the criminal, civil and family courts.
- Clarify by restating in statute law the general proposition that a person may not consent to the infliction of serious harm and, by extension, is unable to consent to their own death.
- Extend the extraterritorial jurisdiction of the criminal courts in England and Wales, Scotland and Northern Ireland to further violent and sexual offences.
- Enable domestic abuse offenders to be subject to polygraph testing as a condition of their licence following their release from custody.
- Place the guidance supporting the Domestic Violence Disclosure Scheme (“Clare’s law”) on a statutory footing.
- Provide that all eligible homeless victims of domestic abuse automatically have ‘priority need’ for homelessness assistance.
- Ensure that where a local authority, for reasons connected with domestic abuse, grants a new secure tenancy to a social tenant who had or has a secure lifetime or assured tenancy (other than an assured shorthold tenancy) this must be a secure lifetime tenancy.

3.3 Part 4 of the Act outlines the support to be provided by local authorities to victims of domestic abuse or their children, including through the following duties to:

- Assess or make arrangements for the assessment of need for domestic abuse support in its area;
- Prepare and publish a strategy for the provision of such support in its area;
- Monitor and evaluate the effectiveness of the strategy;
- Appoint a domestic abuse local partnership board with named statutory members; and
- Produce an annual report to the Secretary of State in relation to the exercise of the authority’s functions under this part of the Act.

3.4 The government undertook a consultation on the draft statutory guidance in early Autumn and the final statutory guidance is pending.

4. DEVELOPMENT OF STRATEGY

- 4.1 As set out in the Domestic Abuse Act 2021 a local partnership board is required to be established and to this end, the Domestic Abuse subgroup of the Safer Hartlepool Partnership has been reviewed, terms of reference updated and renamed as the Domestic Abuse Local Partnership Board. The Board has met regularly recently and has approved the revised terms of reference and reviewed membership.
- 4.2 The local partnership has produced a domestic abuse needs assessment which can be found at:
https://www.hartlepool.gov.uk/downloads/file/7207/domestic_abuse_needs_assessment_for_hartlepool
- 4.3 The attached strategy (Appendix A) has been developed using the needs assessment and consultation with the public and practitioners

5. PRIORITIES

- 5.1 The main response in the consultation was the need to focus more on people's lived experiences and to understand what support would have the most impact.
- 5.2 This underpins our principles and priorities as set out below:

Principles

- Everything that we develop must be based on an understanding of lived experiences
- Victims have a right to choice in their relationships - support will always be provided
- Our services are accessible and Every Contact Counts
- We are respectful of every individuals' situation – we are person/ child centred
- We will provide evidenced based interventions
- We will have a skilled workforce
- We will support at the earliest possible time
- All workers will understand the impact of Domestic Abuse on children and will respond effectively
- We will work in collaboration with all services to provide a person centred approach
- We will respond to the specific needs of the those within the full range of protected characteristics
- We will have a clear focus on perpetrators in order to keep the victim (and any other victims) safe
- We will raise awareness throughout our communities working collaboratively to design and deliver local solutions.

Priorities

- Working with victims/ survivors (adults and children) for them to be true partners in our review and development of services
- Focus on supporting as early as possible – develop a prevention/ early intervention offer
- Provide high quality education for children and young people promoting positive, respectful and healthy relationships in a climate of equality and respect for one another
- Recommission support services based on lived experiences
- Equip the workforce to ask the right questions and to support victims of Domestic Abuse; offer training that is up to date and fit for purpose
- Develop more choice and options for safe accommodation; this includes perpetrators (enabling families to stay in their home and not have to move)
- Consider the needs of victims/survivors with multiple and complex issues using multi agency support in order to begin to address needs.

6. COMMISSIONING SERVICES TO SUPPORT THE STRATEGY

- 6.1 The current contract for domestic abuse support services will cease at the end of September 2022 therefore in order to ensure there is no gap in services a commissioning process needs to be undertaken to start in April 2022.
- 6.2 A service specification will be produced which will be based on our priorities set out in the strategy. It is proposed that a contract will be for three years with an option to extend for a further two years dependent on performance and budget. This will allow for continuity for services users and offer stability for the provider to develop innovative services to meet need.

7. RISK IMPLICATIONS

- 7.1 Domestic Abuse continues to be an issue for all our communities and it is important that we review our approach as there is a risk that the level of domestic abuse continues to increase.
- 7.2 There is a risk that if we do not agree a strategy we will not be meeting our statutory duties.

8. FINANCIAL CONSIDERATIONS

- 8.1 The government have allocated additional funding for 2022/23 to support the additional duties within the Domestic Act 2021 particularly with a focus on increasing access to safe accommodation. The government have stated that further funding will be available however details have not been shared at this point.

9. LEGAL CONSIDERATIONS

- 9.1 The requirement for a needs assessment and strategy are set out in Part 4 of the Domestic Abuse Act 2021. The attached strategy ensures that we are meeting our statutory duties.

10. CONSULTATION

- 10.1 Consultation took place between September and December 2021.
- (a) Hartlepool Borough Council's online consultation – professionals and public responses
 - (b) In depth discussion with a survivor of domestic abuse.
 - (c) Harbour service user feedback
 - (d) Harbour children and young people feedback
 - (e) Hartlepool and Stockton on Tees Safeguarding Children's Partnership Engine Room Domestic Abuse Multi Agency Audit Report
 - (f) Partnership consultation which includes: police, community safety, CCG, Hartlepool and Stockton NHS Foundation trust, TEWV NHS Trust, Housing, Fire Service, Office for Police and Crime Commissioner.
- 10.2 The strategy is being presented to Safer Hartlepool Partnership for consultation on 8th March 2022. Feedback will be presented verbally to committee due to timescales.

11. CHILD AND FAMILY POVERTY (IMPACT ASSESSMENT FORM TO BE COMPLETED AS APPROPRIATE.)

- 11.1 There are no specific child and family poverty considerations. The strategy sets out the support to be offered to all victims of domestic abuse. Domestic Abuse takes place across all communities.

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

- 12.1 The needs assessment highlighted groups of hidden victims of domestic abuse e.g. men/ LGBTQ+/ older people. All hidden victims are considered within the strategy.

13. STAFF CONSIDERATIONS

- 13.1 There are no staff considerations.

14. ASSET MANAGEMENT CONSIDERATIONS

14.1 There are no asset management considerations.

15. ENVIRONMENT, SUSTAINABILITY AND CLIMATE CHANGE CONSIDERATIONS

15.1 There are no environment, sustainability and climate change considerations.

16. RECOMMENDATIONS

16.1 For members to approve the Domestic Abuse Strategy as attached as **Appendix A**.

16.2 For members to approve the recommissioning of Domestic Abuse Services – which includes Safe accommodation and support services.

17. REASONS FOR RECOMMENDATIONS

17.1 To ensure that the council is meeting its statutory duties.

17.2 To ensure that domestic abuse support services are in place.

18. BACKGROUND PAPERS

Needs assessment

https://www.hartlepool.gov.uk/downloads/file/7207/domestic_abuse_needs_assessment_for_hartlepool

19. CONTACT OFFICERS

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Sign Off:-

Managing Director



Director of Resources and Development



Chief Solicitor



HARTLEPOOL DOMESTIC ABUSE LOCAL STRATEGIC PARTNERSHIP
DOMESTIC ABUSE STRATEGY 2021 - 2025:
BUILDING A SYSTEM BASED ON LIVED EXPERIENCE

1. FOREWORD – to be completed

2. DEFINING DOMESTIC ABUSE

The Domestic Abuse Act 2021 creates a statutory definition of domestic abuse based on the existing cross-government definition which states that:

Domestic abuse, or domestic violence, is defined across Government as any incident of controlling, coercive or threatening behaviour, violence or abuse between those aged 16 or over who are or have been intimate partners or family members, regardless of their gender or sexuality.

‘Abusive behaviour’ is defined in the act as any of the following:

- physical or sexual abuse
- violent or threatening behaviour
- controlling or coercive behaviour, this includes neglect [eg withholding food etc]
- economic abuse
- psychological, emotional or other abuse

For the definition to apply, both parties must be aged 16 or over and ‘personally connected’. ‘Personally connected’ is defined in the Act as parties who:

- are married to each other
- are civil partners of each other
- have agreed to marry one another (whether or not the agreement has been terminated)
- have entered into a civil partnership agreement (whether or not the agreement has been terminated)
- are or have been in an intimate personal relationship with each other

- have, or there has been a time when they each have had, a parental relationship in relation to the same child
- are relatives

Men, women and children can all be victims of domestic abuse. Domestic abuse occurs amongst people of all ethnicities, sexualities, ages, disabilities, immigration status, religions or beliefs, and socio-economic backgrounds. It is recognised that domestic abuse differs in severity between incidents, and more often than not, will increase in frequency and seriousness, having a cumulative impact on the victim. The definition also includes what is known as 'honour' based violence, female genital mutilation (FGM) and forced marriage, and is clear that victims are not confined to one gender or ethnic group

For the first time the Act recognises Economic Abuse:

Economic abuse involves behaviours that interfere with an individual's ability to acquire, use and maintain economic resources such as money, transportation and utilities. It can be controlling or coercive. It can make the individual economically dependent on the abuser, thereby limiting their ability to escape and access safety.

Examples of economic abuse include:

- having sole control of the family income;
- preventing a victim from claiming welfare benefits;
- interfering with a victim's education, training, or employment;
- not allowing or controlling a victim's access to mobile phone/transport/utilities/food;
- damage to a victim's property.

3. NATIONAL POLICY AND CONTEXT

3.1 The **Domestic Abuse Act 2021** was given Royal Assent in April 2021. The Act brings in a new set of measures and strengthens certain existing provisions to tackle domestic abuse. Most specifically, the Act enshrines the definition of domestic abuse for the first time, emphasising that domestic abuse is not just physical violence, but can also be emotional, coercive or controlling, and economic abuse. As part of this definition, children will be explicitly recognised as victims if they see, hear or otherwise experience the effects of abuse.

The Act creates a new offence of non-fatal strangulation and extends the coercive and controlling behaviour offence to include post-separation abuse. It also extends the “revenge porn” offence to include the *threat* to disclose intimate images with the intention of causing distress and has banned the “rough sex gone wrong” defence that allowed perpetrators to claim that the victim consented to violence. It also creates a statutory presumption for the Courts that victims of domestic abuse are eligible for special protective measures in the criminal, civil and family courts, for example through giving evidence by video link; and prohibit perpetrators from cross-examining their victims in person in the family and civil courts.

The Act lays down a series of statutory duties on local authorities in England to:

- Carry out a needs assessment of the need for accommodation-based support in its area; and use this needs assessment to inform a domestic abuse strategy
- Appoint a multi-agency Domestic Abuse Partnership Board to advise the local authority on the exercise of its functions. The board must include at least one representative for domestic abuse victims and one for children of domestic abuse victims.
- Present an annual report about its provision of domestic abuse support to the Secretary of State
- Provide support to victims of domestic abuse and their children in refuges and other safe accommodation
- Provide that all eligible homeless victims of domestic abuse automatically have ‘priority need’ for homelessness assistance

- Ensure that when local authorities rehouse victims of domestic abuse, they do not lose a secure lifetime or assured tenancy

3.2 Government Statutory Guidance is expected to be published shortly along with a refreshed National Statement of Expectations which is aimed to support commissioners to ensure that services support victims and survivors. The government have said that men and boys are also affected by these crimes and published the first men and boys position paper in 2019; a new position paper is expected shortly.

3.3 **National Strategy - Tackling Violence Against Women and Girls** has recently been published (July 2021) which can be found online: <https://www.gov.uk/government/publications/tackling-violence-against-women-and-girls-strategy/tackling-violence-against-women-and-girls-strategy#forewords> . There are elements of this strategy that overlap with the Domestic Abuse Act 2021 therefore it is important to be aware of the content of this strategy and how it interacts with the priorities contained within Hartlepool's Domestic Abuse Strategy.

3.4 A range of other legal duties are in place with reference to Domestic Abuse and must be considered. These include, but are not limited to The Children Act 1989, The Care Act 2014, The Mental Capacity Act 2005, Housing Act 1996, Homelessness Reduction Act 2017.

3.4 The impact of Covid 19 and lockdown restrictions on households has highlighted significant issues faced by victims of domestic abuse and their families. Nationally domestic abuse organisations reported an increase in household tension and abusive behaviours due to forced coexistence compounded by financial stress. Increased isolation created environments where those living with an abusive partner or family member were less likely or able to ask for help. Covid also curtailed access to support services for some survivors. The extent of the impact of Covid 19 on domestic abuse in Hartlepool is not yet fully understood.

4. WHAT DO WE KNOW?

The Hartlepool Context

Hartlepool's has a population of approximately 93,663 people with 51% being female and 49% male. There are approximately 40,434 households with 28% renting their home; 11% have dependent children. The average age in Hartlepool is 40 with years with 7% of the population aged 55-69. By far the largest ethnic group is White British (98%). Low educational attainment, high unemployment and poor physical health place Hartlepool in a deprived status and amongst the top 10% in England (ONS, 2021).

We know that domestic abuse is under reported however according to the Crime Survey for England and Wales (CSEW) ending March 2020 an estimated 5.5% (2.3 million) adults experienced domestic abuse in the last year equating to a rate of 5 in every 100 adults. The position was similar in 2019.

Using data from the Hartlepool Community Safety Team, CSEW and ONS the following comparative data has been compiled:

Table 1:

Metric	National data	Hartlepool data
Proportion of adults aged 16-74 who experienced domestic abuse in the past 12 months	5.5% (2.3m)	2.1% (1,392)
Proportion of females aged 16-74 who experienced domestic abuse in the past 12 months as a percentage of female population aged 16-74	4.7% (1.6m)	3.1% (1,050)
Proportion of males aged 16-74 who experienced domestic abuse in the past 12 months as a percentage of male population aged 16-74	2.3% (757,000)	1.0% (342)
Violence against the person (VAP) offences		
Proportion of VAP offences flagged as domestic abuse-related	35%	32%
Proportion of VAP offences with a female victim which were flagged as domestic abuse-related	53%	48%
Proportion of VAP offences with a male victim which were flagged as domestic abuse-related	23%	21%
Sexual offences		

5.1 Appendix A

Proportion of sexual offences flagged as domestic abuse-related	16%	16%
Domestic abuse crimes		
Total number of domestic abuse incidents and crimes	1,288,018	3,370
Proportion of domestic abuse incidents not subsequently recorded as a crime	41%	38%
Proportion of domestic abuse incidents recorded as a crime	59%	62%
Proportion of domestic abuse incidents recorded as a crime – percentage change from 2018/19 to 2019/20	+9%	-1%

The table above shows that for most of these metrics the Hartlepool data aligns closely to the national data. However, the proportion of the population who have experienced domestic abuse is lower for the local data. This can be attributed to the fact that the national data is taken from the CSEW which includes crimes which are not reported to the police; whereas the local data is purely based on police reports. We know under reporting may be a concerning issue for Hartlepool when we look at the following further data.

Rates of domestic abuse per head of population are difficult to calculate due to factors such as under-reporting and frequent changes in how this data is recorded and classified over time. However, Public Health England has produced a crude rate based on the number of recorded domestic abuse incidents and crimes per 1,000 population as indicated in the table below.

Table 2:

Quintiles: Low High Not applicable

Indicator	Period	England	North East region	County Durham	Darlington	Gateshead	Hartlepool	Middlesbrough	Newcastle upon Tyne	North Tyneside	Northumberland	Redcar and Cleveland	South Tyneside	Stockton-on-Tees	Sunderland
Domestic abuse-related incidents and crimes	2019/20	28.0	42.3	61.3*	61.3*	34.9*	40.0*	40.0*	34.9*	34.9*	34.9*	40.0*	34.9*	40.0*	34.9*

This gives Hartlepool a rate of 40 domestic abuse incidents and crimes per 1,000 population in 2019/20. This is considerably higher than the rate of 28 per 1,000 population for England as a whole, but lower than the average for the North East region (42 per 1,000).

High Risk Domestic Abuse Cases (MARAC)

The highest risk domestic abuse cases are referred to a multi-agency risk assessment conference (MARAC). This is a regular local meeting to discuss how to help victims at high risk of homicide or serious harm. The latest available data from Cleveland MARAC covers the 10 month period June 2020 to March 2021. During this time period, there were 168 Hartlepool cases referred to Cleveland MARAC. This is the second lowest number in the Cleveland force area after Redcar and Cleveland.

Of these 168 cases, 44 (26%) were declined at the screening phase. Reasons for a case to be declined include:

- All safeguarding and information had already been shared
- The case was already being managed in a different forum (Team Around The Individual, Multi Agency Tasking And Co-ordination Protocol, Multi Agency Public Protection Arrangements)
- The victim had moved out of the Cleveland area.

Table 3 shows the total numbers of MARAC referrals for the period June 2020 to March 2021 for Hartlepool and the other three Cleveland force areas. For all the metrics shown, Hartlepool had the second lowest number of cases referred to MARAC after Redcar and Cleveland and around half the number of Middlesbrough cases referred.

Table 3

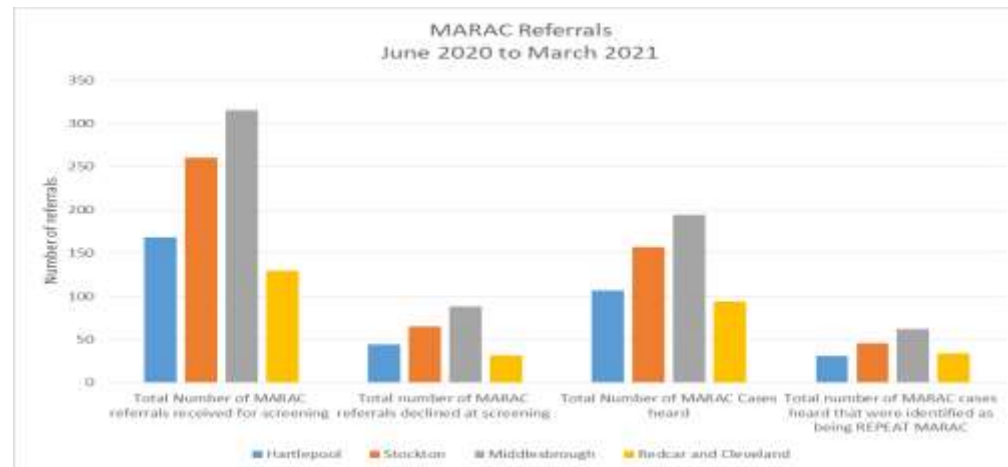


Table 2 shows that despite an increase in the number of cases being referred to MARAC from November 2020 to March 2021, the overall trend for MARAC referrals in Hartlepool is reducing over the reporting period June 2020 to March 2021. However, the number of cases being declined has also reduced over the same period. This means that the number of Hartlepool cases progressing to being heard at MARAC has actually increased (Table 4).

Table 4

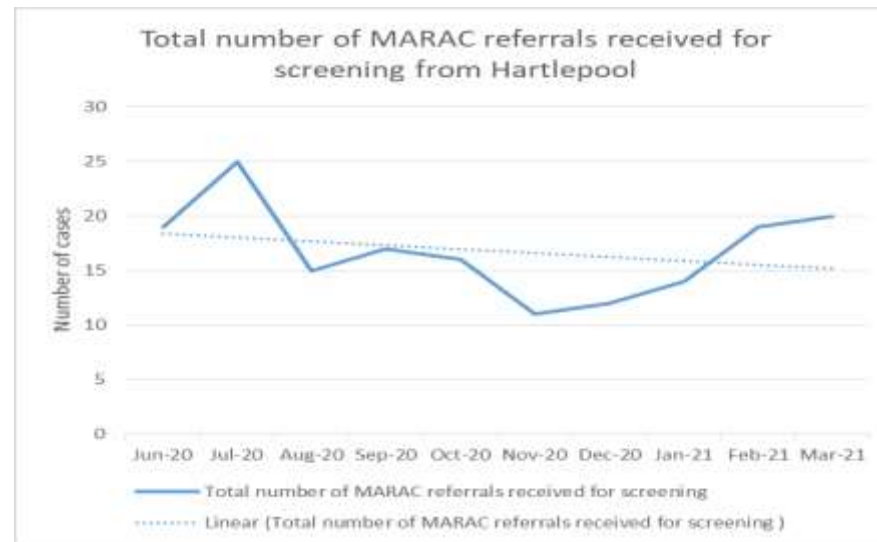


Table 5

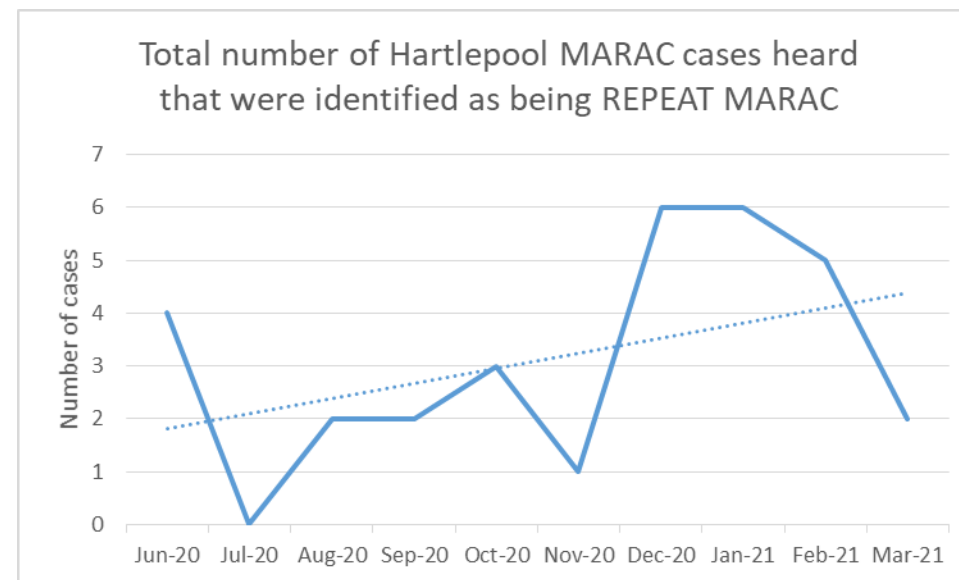


Table 5 indicates that despite a degree of fluctuation, the trend for cases from Hartlepool to be heard at MARAC more than once has also increased over the reporting period – although care should be exercised in drawing conclusions from this as the numbers are very low.

Safe Lives Insights: Harbour Client Data

Safe Lives operates an 'Insights system' that provides the largest dataset on domestic abuse in the UK. They gather data from services working with victims, survivors and their children, to build a picture of the experiences of survivors, and the support they receive. Using available data from their Insight Report for Hartlepool's Harbour Support Services during the six month period October 2020 to March 2021 we see that there was an intake of 165 clients.

Of these:

- 92% were female and 86% were White British
- 39% were aged 21-30 and 31% were aged 31-40
- 63% had children and 6 were individual clients were pregnant.

Clients reported complicating factors including 59% being unemployed, 5% having significant financial problems and 11% having at least one Adverse Childhood Experience (ACE) recorded. 59% of clients advised they needed support with their mental health, 42% required help with their children and parenting and 40% needed help with their housing.

28% of the clients in this period were deemed high risk by their caseworkers. Of the intake, 64% reported jealous and controlling behaviour, 56% physical abuse, 52% harassment and stalking and 19% sexual abuse. 75% of the perpetrators were ex-partners and the average length of time abuse had occurred before they accessed help was 3 years.

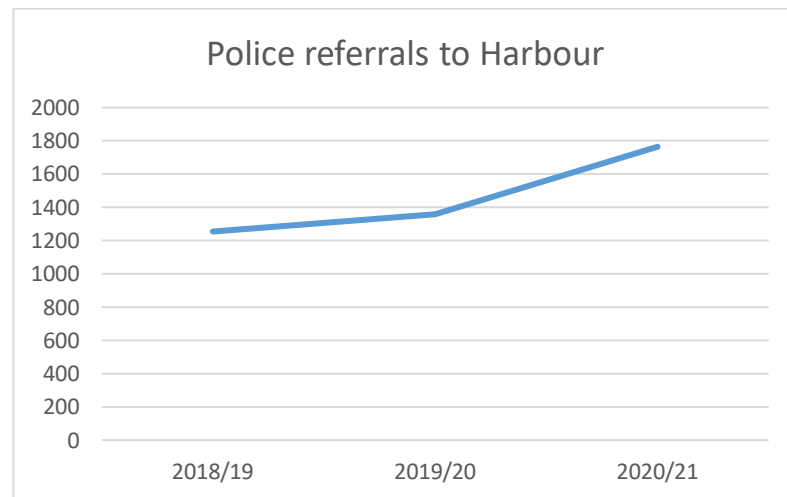
92% of the perpetrators were male and of these 39% had mental health needs, 31% had alcohol misuse issues and 41% had substance misuse issues.

Looking at trends from 2018/19 and over the past three years we know that there has been a 14% increase in referrals for Harbour services, a 36% increase in victims aged over 55 years accessing their services and a 55% increase in referrals for Refuge support.

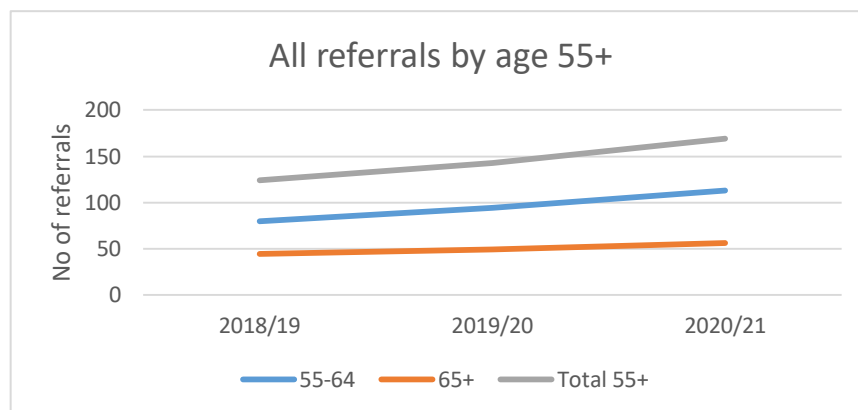
Local trends: Harbour data

Using data from Harbour it is clear that the reporting of domestic abuse incidents is on the increase. Police referrals to Harbour have increased by 41% since 2018/19 as indicated in Table 6 below.

Table 6



Whilst national data tells us that the prevalence of domestic abuse is experienced by those aged 21 – 40 local data from Harbour shows an increase in the number of older people reporting abuse and requesting support. Harbour report a 36% increase in referrals from those aged over 55 years since 2018/19 as indicated in Chart 6 below.

Table 7

Harbour's refuge accommodation has experienced a significant rise in requests for safe accommodation with an increase of 55% in referrals to the refuge since 2018/19; a concerning 6% were unable to be considered for refuge as their needs were assessed as too complex.

Safe Accommodation in Hartlepool

What are our new duties?

We must ensure suitable safe accommodation options are available for victims and survivors of domestic abuse including their children. This can include –

- Refuge
- Specialist
- Dispersed
- Sanctuary
- Move on

What does this mean in practice?

Victims - we need to be confident that accommodation options and appropriate support is in place for all those that need it.

Survivors – we need to be confident that move on opportunities are available with on going support for all those that need it.

Perpetrators – we need to ensure that appropriate accommodation options are available for perpetrators in order to avoid them –

- sofa surfing / sharing accommodation with others that may lead to tenancy issues, anti-social behaviour and further domestic abuse;
- sleeping rough – either temporarily or regularly
- becoming homeless.

What do we have in place?

Our Domestic Abuse commissioned service by Harbour includes a Refuge with space for families and children. Typically referrals are made direct to the refuge by agencies and Harbour decides if they can accommodate.

Harbour Dispersed Properties - Harbour has a number of dispersed properties which they use as move on accommodation or as direct lets to those that need longer term support.

Registered Provider (i.e. a social landlord) - domestic abuse is seen as a priority category for social housing). Similarly, when a victim flees their social housing tenancy due to domestic abuse, the social landlord is encouraged to secure their tenant an alternative property within the social landlords stock.

5. WHAT DO VICTIMS/ SURVIVORS TELL US?

Consultation took place during September and December 2021. This included:

1. Hartlepool Borough Council's online consultation – professionals and public responses
2. In depth discussion with a survivor of domestic abuse.
3. Harbour service user feedback
4. Harbour children and young people feedback
5. HSSCP Engine Room Domestic Abuse Multi Agency Audit Report

The results of this can be found below.

A survivor's story

In 2021, Jane (not her real name) spent time talking through her experience of domestic abuse with us. Jane wanted to ensure that her experience made a difference in some way to the way domestic abuse is addressed in Hartlepool. This is Jane's story.

Jane's marriage had come to end in 2016 and she and her two children lived alone at their home; the children visited dad often. Jane felt lonely and her daughter suggested she find a new boyfriend and that she deserved some happiness. Jane had never used social media before however she met Allan quite quickly and before she knew it, she had rented out her family home and moved in with him. The children came with her although continued to spend time with their dad whenever they wanted to.

Jane and Allan both worked during the day and soon began to spend a lot of time together drinking on an evening. This led to arguments and quite quickly Allan started using violence against Jane. Jane had never experienced this before and was shocked. Within the first couple of months of being together Allan had head butted Jane breaking her nose and lip. Her son saw this happen, the police were called and social services advised Jane that her son couldn't stay with her while Allan was around. As Jane now rented a house with Allan and her own home was rented out, she felt she had no choice but to arrange for her son to permanently live with his dad. Her daughter left home as she was old enough to find her own place. This left Jane isolated and she missed seeing the children regularly.

After the first incident, the police told Jane about 'Claire's Law' and so she asked for a disclosure. They told Jane about occasions when they had been called out to incidents in which Allan had been violent to his previous partner but that he had not been cautioned or charged with any offences. She didn't tell Allan about this.

Over the coming months Jane experienced what she now knows was controlling behaviour. Allan would grab her mobile phone and question who she had been talking to. He smashed up several phones. He would get angry and say that she was cheating on him. Within a month of the first violent assault they got into another argument resulting in Jane being kicked in the abdomen, punched in the face, scratched with keys, bitten and threatened with a knife. Jane called 999 and Allan had fled by the time an ambulance arrived. Jane's physical and mental health were compromised and she lost her job. Her mum and dad were around but she kept this all from them.

Over the following two years Jane and Allan's relationship was on and off. He was bailed for assault however he was constantly drawn back to Jane and she felt sorry for him. He regularly threatened to kill himself. Five further serious assaults took place involving strangulation, punches to the head and being stamped on. As well as this Allan would come into the house (despite a restraining order being in place) and her car was found smashed up more than once. Jane lived in fear that he was watching her and had to change her mobile phone many times as he kept finding her number and messaging her, especially late in the night. Despite being in court for battery the case was dismissed.

Jane was trapped; she still owned her own home but had fallen back badly on mortgage payments and there was a tenant living in it. She had not paid the rent on the home she had been sharing with Alan and the landlord was seeking possession. She was certain Allan was sometimes hiding in the garden or in the garage during the night and was frightened. She had a short period at a refuge but didn't feel that they understood her. Jane went to CAB to try to get her housing problems sorted and to get advice on rising levels of debt. They helped her arrange a Debt Relief Order. She moved out of the home she had shared with Allan and into one of her own. Jane's financial hardship meant that she asked for help on many occasions with paying her rent, with food and other household essentials. Sometimes Jane was helped and sometimes she was told that she wasn't eligible. Jane found this very hard not least because she felt everyone should understand how badly she was suffering.

The last violent incident was in September 2017 when Jane was assaulted by Allan whilst out walking her dog. She has not seen him since and has cut off all communication with him. Throughout her experience Jane has kept a diary and she is using this to help with her recovery. Jane wants to make sure her story is shared so that others do not go through what she has experienced. Jane feels strongly that lots of professionals knew that she was in and out of a violent abusive relationship but didn't maintain their

intervention. Jane feels that the professionals that were around her felt that she had 'made her own choices'. Looking back Jane doesn't feel she had any choice and desperately wanted someone to take her out of the situation she found herself in.

Resident feedback through online consultation

"I am a resident of Hartlepool in my forties and I experienced domestic abuse in my childhood (between my parents and towards myself at times) from around the age of four until I left home at age 18. I am telling this story as children living in these situations need more help and even if the help is there, they need to be able to access it. I lost count of the number of times I called Childline and it was engaged, I never did get through. Phoning the police was too scaryI was a very withdrawn childMy parents are still together and seem happy to continue with their way of life. For me, I never wanted to be in that situation and living through this has continued to impact me to this day. I struggle with relationships, lack confidence and haven't got as far in my career as I feel I would have if I hadn't had this trauma. I manage through anxiety and depression and I feel more needs to be done to help historical victims of abuse. I have been in and out of counselling as an adult and will be on anti-depressants indefinitely. Whilst what has happened is in the past, it will always be there in my memories no matter how hard I try to forget and sometimes it would be good to talk to people about it with others with similar experiences."

"I was let down by everyone and now police still let us down....[I] feel like [I am] not believed." Anonymous, Dec 2021.

Key themes:

Timely action of referrals – when referrals are made by agencies such as Police into social services they need to be actioned as quickly as possible so that interventions can take place.

Thresholds – when referrals are received by social care close attention to thresholds needs to happen so that interventions take place. A robust understanding and knowledge of previous incidents and cumulative issues must be considered.

Language barriers and cultural 'norms' – need to be confident that suitably trained interpreters are used via an appropriate professional agency (do not rely on family, friends, neighbours or children) to talk to victims and perpetrators. Need to be firm but sensitive around how to manage 'cultural norms' – this must not be used as a defence nor to undermine laws around tackling domestic abuse.

The need for **multi agency information sharing** – victims report additional trauma suffered when telling their story to multiple professionals; robust and appropriate information sharing needs to ensure that not only the right action takes place but that those that have suffered abuse do not have to repeat their story again and again.

Disguised compliance – need to be mindful that this can occur in order to allay concerns and stop professional involvement. Disguised compliance can be particularly harmful in that it delays intervention and in the case of children leads to trauma, neglect and serious risk of harm. We must also remember that this may be as a result of coercive control.

The child's voice – need to be clear that decisions in the best interests of a child or young person are done so because the child has been listened to. An absence of the child's voice can be detrimental to their welfare.

What to do about **non engagement** – in the case of adults with children, persistent non-engagement is a form of abuse and must be explored in order to understand if it is the capacity of the victim due to their current circumstances or trauma which they have/ are experiencing. However, it may be due to ambivalence, avoidance, non-compliance or disguised compliance and fundamentally may be rooted in mistrust of professionals. This applies to victims and perpetrators.

Professional handovers – this relates also to information sharing and not having to re-tell the story repeatedly. Where a case passes from one professional to another robust arrangements need to be in place to ensure important information is shared.

Complex cases where domestic abuse is one factor amongst many – there is a risk that cases that have multiple areas of concern (eg physical and mental health, substance misuse, housing/ homelessness, financial issues and destitution, crime) risk losing focus. A robust multi agency plan is needed.

Prevention rather than intervention – the need for children and young people to recognise domestic abuse is important together with who to talk to for help. Education amongst children and young people around appropriate relationships and behaviours together with sensitively challenging acceptable 'norms' is needed.

Safe and suitable accommodation – a range of options are needed, not just refuge space. It needs to be led by circumstances so that the most suitable accommodation is secured both for the victim and their family and the perpetrator. This might be to remain in their own home, to use refuge space or to move to an alternative location.

What can we do with **perpetrators** – help and support is needed to ensure perpetrators recognise the seriousness of their behaviours and take responsibility. This is important so that they understand the impact of their behaviours so they can look to change and go on to have positive future relationships.

6. WHAT DO CHILDREN AND YOUNG PEOPLE TELL US?

During October 2021 Harbour Support Services, on behalf of the Local Authority, undertook an engagement exercise with children and young people with lived experience of domestic abuse. The purpose of the event was to gain a deeper understanding of the impact domestic abuse has on children and young people and what their experience was of local services.

The children and young people who were invited to the sessions had previously accessed support through Harbour Support Services. The children and young people were asked how they felt before they had received support and they told us:

I was sad when my dad used to live with us because he was always nasty to my mam and it would make me cry – Girl age 8

I use to get really angry and I don't know why – Boy age 9

I couldn't have any friends but now I can – Girl age 11

My daddy scared me – Girl age 5

When the children and young people were asked how they felt after they had received support they told us:

I feel so much happier now, I enjoyed coming to the group with other kids and talking about things – Boy age 10

I feel happy now I live in a new house – Girl age 8

I have never been able to talk to anyone before and feel better for talking about things – Girl age 16

I can see my cousin's now – Boy age 8

I feel safe – Girl age 11

The following art work is a collage produced by the children and young people illustrating the children's journey and capturing the voice of the child.



Harbour Support Services ©

7. WHAT ARE OUR KEY PRINCIPLES?

- Everything that we develop must be based on an understanding of lived experiences
- Victims have a right to choice in their relationships - support will always be provided
- Our services are accessible and Every Contact Counts
- We are respectful of every individuals' situation – we are person/ child centred
- We will provide evidenced based interventions
- We will have a skilled workforce
- We will support at the earliest possible time
- All workers will understand the impact of Domestic Abuse on children and will respond effectively
- We will work in collaboration with all services to provide a person centred approach
- We will respond to the specific needs of the those within the full range of protected characteristics
- We will have a clear focus on perpetrators in order to keep the victim (and any other victims) safe
- We will raise awareness throughout our communities working collaboratively to design and deliver local solutions.

8. WHAT ARE OUR GAPS?

Consultation and the development of our needs assessment have highlighted the following gaps:

- We don't know enough – we are relying on people coming forward to tell us their experiences but we know that many people (from all communities) do not feel able to reach out
- People find it difficult to access support
- Professional attitudes towards victims is sometimes wrong and unhelpful
- There is a lack of choice for accommodation
- There is a lack of a consistent multi agency response based on an individual's needs
- There are multiple definitions of high risk domestic abuse (different thresholds)
- There is not a consistent understanding of the impact of DA on children and young people
- Perpetrators are not regularly being held accountable
- We need to offer support to all victims and to reach out to those that may go unnoticed.

Based on our findings we want to initially focus on the following as priorities and will use these to develop an annual action plan:

1. Working with victims/ survivors (adults and children) for them to be true partners in our review and development of services
2. Focus on supporting as early as possible – develop a prevention/ early intervention offer
3. Provide high quality education for children and young people promoting positive, respectful and healthy relationships in a climate of equality and respect for one another
4. Recommission support services based on lived experiences
5. Equip the workforce to ask the right questions and to support victims of Domestic Abuse; offer training that is up to date and fit for purpose

6. Develop more choice and options for safe accommodation; this includes perpetrators (enabling families to stay in their home and not have to move)
7. Consider the needs of victims/survivors with multiple and complex issues using multi agency support in order to begin to address needs.

9. HOW WILL WE KNOW WE HAVE BEEN SUCCESSFUL?

- Victims/ survivors will be partners in the delivery of this strategy
- Increase in prevention interventions
- Increased number of people accessing support
- Increased number of perpetrators held to account
- Victims report that their lives have been improved because of the support they have had
- Reduction repeat referrals from victims asking for support (indicating that support was right for them)
- Reduce repeat MARAC referrals
- Staff report that their skills and knowledge regarding domestic abuse has improved
- Increased offer of safe accommodation

10. HELP AND SUPPORT

If you or someone else is in immediate danger, call 999 and ask for the police. If you can't speak, you can ring 999 then press 55 when prompted: this is called the Silent Solution System.

Freephone 24 hour National Domestic Abuse Helpline run by Refuge: 0808 2000 247 or visit www.nationaldahelpline.org.uk.

Respect helpline, if you are worried about your own behaviour: 0808 802 0321.

Samaritans: whatever you are going through, call free any time, from any phone: 116 123 or email jo@samaritans.org.

Women's Aid: check out their website for more information: www.womensaid.org.uk.

Harbour: 03000 202525

There are a range of free to download mobile apps providing support and information for anyone that may be in an abusive relationship including Hollie Guard (<https://hollieguard.com>) and the Brightsky app.

FINANCE AND POLICY COMMITTEE

14 March 2022



Report of: Director of Adult and Community Based Services

Subject: Borough Hall Capital Project

1. TYPE OF DECISION / APPLICABLE CATEGORY

1.1 Key Decision, test (i). General Exception Notice applies.

2. PURPOSE OF REPORT

2.1 To update the Finance and Policy Committee regarding the Borough Hall Capital Project and approve the grant offer of £1.8m from HM Treasury.

3. BACKGROUND

3.1 The Finance and Policy Committee on 30 January 2020 approved the allocation of Indigenous Growth Fund (IGF) Funds for the development of a number of cultural assets including the Borough Hall.

3.2 The Finance and Policy Committee on 28 January 2021 agreed that IGF Funding allocated to develop a number of Cultural Assets should be reallocated to focus on the delivery of the Borough Hall so that a scheme could commence.

4. PROGRESS UPDATE

4.1 Funding

HM Treasury offered an additional funding grant of £1.8m in March 2021 which has now been secured from the Arts Council, England as the administrative body for this funding.

This additional funding will ensure that improvements can be made to additional areas of the Borough Hall outside of the mechanical and engineering, cosmetic and ventilation requirements and ensure some of the

ancillary spaces that make a significant difference to securing performers and improving customer experience can be fulfilled.

- 4.2 Terms and Conditions that accompany the £1.8m grant from the Arts Council are required to be approved by Finance and Policy Committee. These Terms and Conditions include the requirement for a Deed of Covenant between Hartlepool Borough Council (the organisation), and Arts Council England (as funder) with restriction on title over the freehold of the Project Asset for a period of 20 years.

4.3 Feasibility Stage

A feasibility phase of work was undertaken in 2021 that has provided key information to determine the project: the requirements of the Client Service Area (Cultural Services) including service requirements and building requirements; the condition of the building; the feasibility of delivering the client's building requirements and the estimated costs of these works.

- 4.4 The Culture Team's (Client) full requirements of the capital works were extensive and through the feasibility work it was determined that the costs to deliver this work was substantially more than the available budget.

- 4.5 An options appraisal was undertaken with the client and stakeholders in which a range of options were presented that focused on differencing service offers and the corresponding capital works required to enable these. The following project information and agreed scope of works is based on the recommended preferred way forward.

4.6 Scope of Service Development

- Work with promoters and organisations to deliver music, dance, comedy, pantomime etc. on a hire basis to derive income to the BH from the hires and bar income.
- Hire and servicing of a wedding venue with facilities for an external operator to deliver full day wedding packages including ceremony.
- Hire of catering facilities to an operator to use to service hires listed above.
- Development and delivery of a substantial marketing and promotional strategy to support audience development
- An industry training programme for Technical skills in the performance production industry;

4.7 Scope of capital works to support service delivery

Refurbishment of the Main Hall to

- provide more and improved toilet facilities including a changing places toilet in line with technical standards;
- refresh decoration;
- increase and improve bar facilities within the auditorium;

- Improve acoustics (subject to cost review).

Refurbish Balcony in Main Hall

- increase toilet provision;
- increase bar provision;
- Refurbish kitchens for use by catering operators.

Refurbishment of ground floor backstage

- Improvements to dressing room facilities
- Provision of green room facilities
- improve accessibility of back stage area
- Create disabled access to stage

Wedding Venue Area

- Refurbishment of the croft Room, Parlour Room, Ante Room, Tower Room, Middlegate Room and associated facilities to create a wedding venue to deliver day packages.
- Accessibility
- Provision for catering providers

Venue Promotion.

- Refurbishment works to support the promotional strategy for the Borough Hall including improvements to the visibility of the front of the building including a sign and architectural lighting;
- Internal signage scheme and
- Redecoration in the areas in poorest condition.

Remedial works.

- Further works are to be determined to ensure the building is in line with building regulations.

4.8 Note on Survey Findings

Survey findings identified a number of issues in the buildings and provided recommendations to improve accessibility; fire safety; upgrades required to building services and works to improve the condition of the building.

Not all these works will be able to be addressed in this project but will be addressed in areas where capital works are being undertaken.

4.9 Milestones

Milestone	Date
Complete Outline Business Case	31.3.22
RIBA Stage 2 completed	18.5.22
Submit detailed Planning and LBC Application	11.7.22

RIBA Stage 3 completed	3.8.22
GATEWAY 3 (PID) Approved by Capital Programme Board	17.8.22
Tender Documents Issued	19.10.22
Construction Contract Issued	30.01.23
Construction Complete (based on 40 week programme)	7.12.23
Service Handover (4 weeks)	4.01.24

5. RISK IMPLICATIONS

- 5.1 There are risks associated with the lack of revenue funding and the Service area's ability to deliver the services within the refurbished building post completion. This risk is being managed and capital investment will improve the quality of provision available.

6. FINANCIAL CONSIDERATIONS

- 6.1 There is a total £3m investment for capital improvements. £1.8m from DCMS and £1.2m previously approved through Capital Investment Programme.
- 6.2 Revenue funding will continue to be required to run this project. This will be further detailed in the Business Case to be produced in Spring.
- 6.3 The future Business Case will require approval from Finance and Policy Committee. This will enable Tees Valley Combined Authority (TVCA) to approve the IGF grant for drawdown.

7. LEGAL CONSIDERATIONS

- 7.1 A condition of the HM Treasury (Arts Council England) Funding will be completion and registration of Security against the asset. Details of this restriction on the title are expected from the Arts Council in due course.

8. CONSULTATION

- 8.1 Internal stakeholders only have been consulted on this project to date.
- 8.2 Consultation with external stakeholders and communication with the public will now be delivered in line with a communication plan as part of the next phase of the project.

9. CHILD AND FAMILY POVERTY

- 9.1 There are no child and family poverty considerations associated with this report.

10. EQUALITY AND DIVERSITY CONSIDERATIONS

- 10.1 Consideration of equality and diversity will be given in the next phase of the project, led by the Service Area team.

11. STAFF CONSIDERATIONS

- 11.1 There are no staffing considerations associated with this report.

12. ASSET MANAGEMENT CONSIDERATIONS

- 12.1 A condition of the HM Treasury (Arts Council England) Funding will be completion and registration of Security against the asset. Details of this restriction on the title are expected from the Arts Council in due course. It is expected this will restrict sale or disposal of the property without consent from the Arts Council England or repayment of the grant. The restriction will run for twenty years.

13. ENVIRONMENT, SUSTAINABILITY AND CLIMATE CHANGE CONSIDERATIONS

- 13.1 A sustainability strategy is being developed corporately and will inform changes to appropriate planning, policy and procurement planning that will contribute to this agenda.
- 13.2 The building is currently inefficient due to age and lack of investment. Improvements to the building will improve this and ensure that the Borough Hall is more sustainable.
- 13.3 The business plan will consider opportunities to contribute to this through other means also.

14. RECOMMENDATIONS

- 14.1 It is recommended that the Finance and Policy Committee note the update regarding the refurbishment of the Borough Hall.
- 14.2 It is recommended that the Finance and Policy Committee approve the funding agreement with Arts Council England for the £1.8m grant.

15. REASONS FOR RECOMMENDATION

- 15.1 The Finance and Policy Committee made a commitment to invest in the Borough Hall and progress has been made in delivering this.
- 15.2 The Arts Council Funding will support the Council to deliver the investment objectives at the Borough Hall.

16. BACKGROUND PAPERS

- 16.1 Finance and Policy Committee, 30 January 2020

17. CONTACT OFFICERS

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Sign Off:-

Managing Director



Director of Resources and Development



Chief Solicitor



FINANCE AND POLICY COMMITTEE

Date 14th March 2022



Report of: Director of Resources and Development

Subject: SALE OF LAND AT CORONATION DRIVE

1. TYPE OF DECISION/APPLICABLE CATEGORY

1.1 Key Decision (test (i)) Forward Plan Reference No. CE 74/21

2. PURPOSE OF REPORT

2.1 The purpose of this report is to seek approval for the sale of residential development land at Coronation Drive.

3. BACKGROUND

3.1 The Council owns an area of land extending to approximately 5.6 ha (13.82 acres) adjoining Coronation Drive and Warrior Drive, shown hatched on the plan at **APPENDIX 2**. Neighbouring land uses are mainly residential, together with a large area of public open space to the north and a restaurant and leisure development to the east.

3.2 The site is brownfield land with former uses including a timber yard, railway sidings, domestic waste landfill and spoil dumping from the former Seaton Carew Iron Works. The site is now grassed but the spoil heap mounds (approximately 10 metres in height) remain and prior to any residential development the land will require appropriate remediation works. In addition, parts of the site have a peat covering to depths of up to 3.0 metres, which is a further impediment to development due to the need for piled or raft foundations, or to avoid building over these areas. Based on ground investigation reports prepared by a number of firms of geotechnical engineers since 2013, remediation costs have been estimated at a range of figures as set out in **CONFIDENTIAL APPENDIX 3 This item contains exempt information under Schedule 12A Local Government Act 1972 (as amended by the Local Government (Access to Information) (Variation) Order 2006) namely, (para 3) information relating to the financial or business affairs of any particular person (including the authority holding that information).**

3.3 Notwithstanding the nature of the site outlined above it has been identified as a suitable location for housing development since at least 2010. A large

part of the land (approximately 7.25 acres) is identified as a housing site in the Local Plan adopted in 2018 (reference HSG 3). It was one of 3 sites over which options were granted to a previous potential purchaser in a development agreement signed in 2014 which facilitated the Seaton Carew Regeneration Masterplan of that time. Unfortunately that developer did not proceed to buy and develop the site. More recently the Council has considered the sale of the site with other residential developers and attempted to obtain grant funding for remediation of the land through the Land Release Fund and via Homes England. These grant applications were not successful and previous developer interest fell away.

- 3.4 The land has more recently been classified as a priority site in the Brownfield Housing Register. Following discussions with a major developer specialising in residential urban regeneration, a substantial offer for purchase of the land was received in late 2020. A recommendation to accept it was taken to Committee on 15th March 2021.

The decisions of that meeting were as follows:

1. That the proposed offer set out in the confidential appendix to the report be noted. The appendix contained exempt information under Schedule 12A Local Government Act 1972 (as amended by the Local Government (Access to Information) (Variation) Order 2006) namely, (para 3) information relating to the financial or business affairs of any particular person (including the authority holding that information).
2. That following further site investigations be undertaken by the developer, a further report would be submitted to a future meeting to enable Members to consider the proposed sale terms in relation to the actual value of the capital receipt and section 106 contributions.
3. That progress in achieving this land sale will be reported as part of the 2022/23 budget process to enable Members to approve a strategy for using these resources once it is certain the sale will be completed.

- 3.5 This report is that required under (2) above.

- 3.6 In 2021 the developer requested pre-application advice through the One Stop Shop process for a development of 150 houses together with areas of public open space and a SUDS (Sustainable Urban Drainage System) pond. This advice was subsequently provided and shared with the Council's Estates and Assets section. The developer has made a number of changes to the proposed layout and related details in order to deal with concerns raised and is now aware of the full list of indicative developer contributions and obligations which will be sought if a planning application for the proposed development is made.

- 3.7 The developer has advised that as part of the Planning Application process they will submit a viability study in relation to the S106 contributions.
- 3.8 It is anticipated that, in accordance with policy and the overall purpose of Section 106 obligations, the expenditure of any funds arising from the proposed development will principally be directed towards facilities in Seaton Carew, subject to detailed consideration and consultation following submission of the necessary planning application and the viability study submitted.
- 3.9 Therefore the indicative and proposed Section 106 contributions which will be sought through the Planning Process are set out in **CONFIDENTIAL APPENDIX 3 This item contains exempt information under Schedule 12A Local Government Act 1972 (as amended by the Local Government (Access to Information) (Variation) Order 2006) namely, (para 3) information relating to the financial or business affairs of any particular person (including the authority holding that information).**
- 3.10 Since the original offer was made and reported to committee, the developer has carried out further site investigation work and has revised the offer to reflect substantial additional costs. These costs have been interrogated and advice and guidance taken from both the Council's engineering section and third parties and this has confirmed their accuracy. The developer has supplied a breakdown of all the abnormal costs and this is set out in **CONFIDENTIAL APPENDIX 3. This item contains exempt information under Schedule 12A Local Government Act 1972 (as amended by the Local Government (Access to Information) (Variation) Order 2006) namely, (para 3) information relating to the financial or business affairs of any particular person (including the authority holding that information).**
- 3.11 Therefore the terms which the developer is now offering for the purchase of the land are set out in **CONFIDENTIAL APPENDIX 3. This item contains exempt information under Schedule 12A Local Government Act 1972 (as amended by the Local Government (Access to Information) (Variation) Order 2006) namely, (para 3) information relating to the financial or business affairs of any particular person (including the authority holding that information).**
- 3.12 The difference in price from that reported in March 2021 is due to further site investigation work having highlighted a substantial amount of domestic waste on the site, the disposal costs of which had not previously been accounted for by the developer. It is proposed by the developer to redistribute and cap the majority of the other waste materials on site, but this is not the case with domestic waste, which cannot be adequately compressed and which would continue to produce methane from the decomposition of organic matter. It is therefore necessary to remove it from the site and dispose of it at currently operational waste sites, which involves a significant cost in both transport and disposal.
- 3.13 With regard to the remediation operations, in this case the Council's Engineering Team as consultee for a planning application would request that

their standard residential contamination condition is included on any permission issued for development proposals, and the specifications and working methods for the proposed site remediation will be scrutinised extremely closely by them and relevant external agencies such as the Environment Agency and Natural England, as part of the planning process, in order to ensure that the work is carried out both safely and effectively. The removal of domestic waste from the site and the remediation of the remaining contaminants should in fact considerably reduce the risk of pollutants leaching out of the site as well as rendering the site safe for residential development.

Details of the standard residential contamination condition are set out in **APPENDIX 4.**

4. PROPOSALS

- 4.1 No options are submitted for consideration other than the recommendations.

5. FINANCIAL CONSIDERATIONS

- 5.1 Successful completion of the proposed sale will result in a capital receipt contributing to the Medium Term Financial Strategy targets as well as enhanced Council Tax revenue.
- 5.2 The capital receipt will be received over three financial years and the first instalment is anticipated to be received in 2022/23. There is a separate report on the agenda in relation to a Capital Receipts Strategy and use of this specific receipt will be considered as part of this overall strategy, which is designed to underpin the existing Capital Programme and to manage inflation risks.

6. ASSET MANAGEMENT CONSIDERATIONS

- 6.1 The decision to take a commercial approach means that the Council should obtain full market value for any property it disposes of and should not pay any more than market value for acquisitions.
- 6.2 By virtue of detailed assessment of ground conditions, remediation strategy and thus remediation costs, correct market value of the land can be ascertained.

7. RISK IMPLICATIONS

- 7.1 If Members determine they wish to progress with the proposal from the current developer a detailed legal agreement will need to be completed, covering the points below and included in the terms set out in **CONFIDENTIAL APPENDIX 3. This item contains exempt information under Schedule 12A Local Government Act 1972 (as amended by the**

Local Government (Access to Information) (Variation) Order 2006) namely, (para 3) information relating to the financial or business affairs of any particular person (including the authority holding that information).

The agreement will include

- The sale price, net of the indicative section 106 contributions that will be sought and any potential abnormal costs;
- Arrangement for release of legal title in land to ensure the Council's financial position is protected, including the impact of the developer not being able to complete the site for whatever reasons;
- Conditions precedent to purchase i.e. satisfactory planning permission is secured.

7.2 In any sale of development land there is a risk that the sale does not proceed due to factors such as abnormal costs, planning issues, finance and changing market conditions. In this instance whilst such factors cannot be ruled out entirely, the developer has now carried out site investigation work and combined with the information contained in the previous reports should have a very good understanding of the site conditions as indeed do the Council by virtue of having had sight of such studies. The majority of the site is within an area allocated for housing in the adopted Local Plan and there are significant regeneration benefits to be gained from the mound removal. Demand for new housing nationally and locally is currently strong. The level of risk is therefore considered acceptable and pursuing this proposal should achieve a capital receipt which would otherwise not be achieved.

8. LEGAL CONSIDERATIONS

8.1 The Council's Chief Solicitor will be instructed to conclude the contracts.

9. CONSULTATION

9.1 There will be a process of public consultation as part of the planning application.

10. OTHER CONSIDERATIONS

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
Staff Considerations	No relevant issues
Environment, Sustainability and Climate Change Considerations	The proposed development will remediate the land purchased. Sustainability and climate change considerations will be addressed as part of the planning process.

11. RECOMMENDATIONS

- 11.1 Committee is recommended to approve the sale of the land on the terms set out in **CONFIDENTIAL APPENDIX 3. This item contains exempt information under Schedule 12A Local Government Act 1972 (as amended by the Local Government (Access to Information) (Variation) Order 2006) namely, (para 3) information relating to the financial or business affairs of any particular person (including the authority holding that information).**
- 11.2 Note that use of this capital receipt will be consider as part of the Capital Receipts Strategy detailed in a separate report on the agenda.

12. REASONS FOR RECOMMENDATIONS

- 12.1 The terms are considered to represent full market value for the land and the build out of the site will contribute a substantial capital receipt and to the ongoing vitality of Seaton Carew, enhanced Council Tax income and more generally the provision of housing in the borough. Further comment on the capital receipt is contained in **CONFIDENTIAL APPENDIX 3. This item contains exempt information under Schedule 12A Local Government Act 1972 (as amended by the Local Government (Access to Information) (Variation) Order 2006) namely, (para 3) information relating to the financial or business affairs of any particular person (including the authority holding that information).**
- 12.3 The prospective purchaser and developer of the site is a well-established and well financed housing developer with considerable experience and expertise in dealing with sites requiring extensive remediation.
- 12.4 The remediation and redevelopment of the site will remove a potential liability on the Council to carry out works to prevent contamination of the Stell stream due to leaching from the waste on the land. Whilst previous

landfill and dumping activities are assumed to have been carried out in compliance with the requirements in force at the time, these may not have proved adequate to prevent longer term contamination, and regulations have been tightened and higher environmental standards introduced since that time.

13. BACKGROUND PAPERS

13.1 Finance and Policy Committee 15th March 2021 Minute 102.

14. CONTACT OFFICERS

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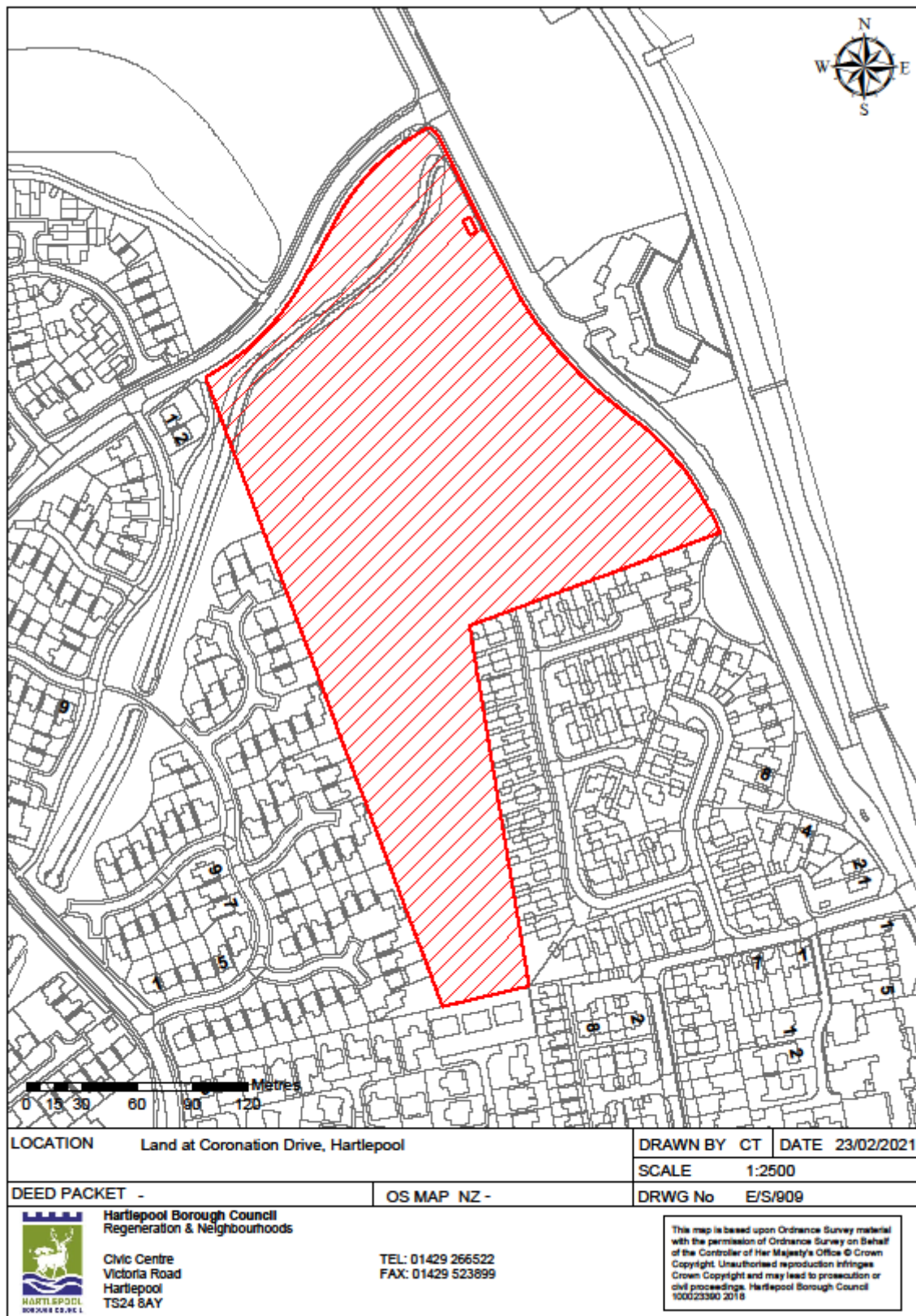
POVERTY IMPACT ASSESSMENT FORM

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

POVERTY IMPACT ASSESSMENT FORM

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

Plan



Standard Residential Contamination Condition

The current standard residential contamination condition referred to in paragraph 3.13 is as follows:

“No development shall commence until a scheme that includes the following components to deal with the risks associated with contamination of the site has been submitted to and approved in writing by the Local Planning Authority:

1. Site Characterisation

An investigation and risk assessment, in addition to any assessment provided with the planning application, shall be completed in accordance with a scheme to assess the nature and extent of any contamination on the site, whether or not it originates on the site. The contents of the scheme shall be subject to the approval in writing of the Local Planning Authority. The investigation and risk assessment shall be undertaken by competent persons and a written report of the findings must be produced. The written report is subject to the approval in writing of the Local Planning Authority. The report of the findings shall include:

- (i) a survey of the extent, scale and nature of contamination;
- (ii) an assessment of the potential risks to:
 - a. human health,
 - b. property (existing or proposed) including buildings, crops, livestock, pets, woodland and service lines and pipes,
 - c. adjoining land,
 - d. groundwaters and surface waters,
 - e. ecological systems,
 - f. archaeological sites and ancient monuments;
- (iii) an appraisal of remedial options, and proposal of the preferred option(s).

This shall be conducted in accordance with the Environment Agency's guidance for Land Contamination Risk Management (LCRM) or any subsequent update or replacement for that guidance.

2. Submission of Remediation Scheme

A detailed remediation scheme to bring the site to a condition suitable for the intended use by removing unacceptable risks to human health, buildings and other property and the natural and historical environment shall be prepared, and is subject to the approval in writing of the Local Planning Authority. The scheme shall include all works to be undertaken, proposed remediation objectives and remediation criteria, timetable of works and site management procedures. The scheme shall

ensure that the site will not qualify as contaminated land under Part 2A of the Environmental Protection Act 1990 in relation to the intended use of the land after remediation.

3. Implementation of Approved Remediation Scheme

The approved remediation scheme shall be carried out in accordance with its terms prior to the commencement of development unless otherwise agreed in writing by the Local Planning Authority. The Local Planning Authority shall be given two weeks written notification of commencement of the remediation scheme works.

Following completion of measures identified in the approved remediation scheme, a validation report that demonstrates the effectiveness of the remediation carried out shall be produced, and is subject to the approval in writing of the Local Planning Authority.

4. Reporting of Unexpected Contamination

In the event that contamination is found at any time when carrying out the approved development that was not previously identified it shall be reported in writing immediately to the Local Planning Authority. An investigation and risk assessment shall be undertaken in accordance with the requirements of 1 (Site Characterisation) above, and where remediation is necessary a remediation scheme shall be prepared in accordance with the requirements of 2 (Submission of Remediation Scheme) above, which is subject to the approval in writing of the Local Planning Authority.

Following completion of measures identified in the approved remediation scheme a validation report shall be prepared in accordance with 3 (Implementation of Approved Remediation Scheme) above, which is subject to the approval in writing of the Local Planning Authority.

5. Long Term Monitoring and Maintenance

A monitoring and maintenance scheme to include monitoring the long-term effectiveness of the proposed remediation over a period of 10 years, and the provision of reports on the same shall be prepared, both of which are subject to the approval in writing of the Local Planning Authority.

Following completion of the measures identified in that scheme and when the remediation objectives have been achieved, reports that demonstrate the effectiveness of the monitoring and maintenance carried out shall be produced, and submitted to the Local Planning Authority.

This shall be conducted in accordance with the Environment Agency's guidance for Land Contamination Risk Management (LCRM) or any subsequent update or replacement for that guidance.

6. Extensions and other Development Affecting Dwellings.

If as a result of the investigations required by this condition landfill gas protection measures are required to be installed in any of the dwelling(s) hereby approved, notwithstanding the provisions of the Town and Country Planning (General Permitted Development) (England) Order 2015 (or any order revoking or re-enacting that Order with or without modification), the dwelling(s) hereby approved shall not be extended in any way, and no garage(s) shed(s), greenhouse(s) or other garden building(s) shall be erected within the garden area of any of the dwelling(s) without the prior written consent of the Local Planning Authority.

Reason; To ensure that risks from land contamination to the future users of the land and neighbouring land are minimised, together with those to controlled waters, property and ecological systems, and to ensure that the development can be carried out safely without unacceptable risks to workers, neighbours and other offsite receptors.”

FINANCE AND POLICY COMMITTEE**14th March 2022****Report of:** Director of Resources and Development**Subject:** LAND REAR OF SOVEREIGN PARK

1. TYPE OF DECISION/APPLICABLE CATEGORY

1.1 Key Decision (test (i)) Forward Plan Reference No. CE 79-22

2. PURPOSE OF REPORT

2.1 The purpose of this report is to seek approval to release a restrictive covenant on land at the rear of Sovereign Park and for the sale nearby land fronting Seaton Lane. .

3. BACKGROUND

3.1 The Council has been approach by Hansteen Property Investment Ltd regarding the release of a covenant on land they own at Sovereign Park which is part of a much larger area of undeveloped land. Hansteen Property Investments Ltd, specialise in industrial property and the Hansteen land is identified as employment land within the current Local Plan, but site conditions make it presently unviable for commercial/industrial development. Part of the Hansteen land was formerly owned by the Council but was sold in 1998 subject to a restrictive covenant which prevents use of the land for any purposes except industrial development. The Council also owns an area of land extending to approximately 2.84 acres fronting the north side of Seaton Lane and currently used as landscaping.

3.2 The land owned by the Council is shown hatched and shaded black on the plan at **APPENDIX 2**. The land subject to the 1998 restrictive covenant is shown double hatched on the same plan. The relevant land affected by the restrictive covenant extends to approximately 10.06 acres (4.07 ha).

3.3 As noted above, the land owned by Hansteen is affected by ground conditions which make industrial development unviable as there is not sufficient financial value in the land to cover remediation costs.

3.4 Hansteen have in the past marketed their land for sale for industrial purposes but without any success, and they have also not been able to develop the land directly for industrial use due to severe financial viability issues and lack of demand.

- 3.5 Use of the land for housing is however considered to be viable, and able, through careful design, to overcome the various challenges of the site. This is because of the higher end use and selling price of housing compared to industrial purposes.
- 3.6 The remaining extent of the estate is still sufficient for industrial development land and the functioning of the estate will not be prejudiced by the proposal. Hansteen have therefore agreed a conditional contract with a major housebuilder for sale of their land. The purchase by the developer will be subject to
- planning being obtained as is normal in the sale of development land, and
 - the Council's agreement to release the covenant restricting the use of the land to industrial development. Agreement to the release of the covenant has therefore been sought by Hansteen.
- 3.7 Whilst the land is currently allocated to employment uses in the Local Plan and the Council could also prevent non-industrial development through the restrictive covenant in order to promote use of the land for employment, the current and previous owners' experiences over the last 2 decades have demonstrated that this approach would be very unlikely to lead to industrial development on the site ever taking place. However as stated above if there is future demand, there is still sufficient space on the estate for such development to take place.
- 3.8 Following lengthy negotiations terms have therefore been proposed for to the Committee's consideration and approval to release of the restrictive covenant.
- 3.9 As noted above, the Council owns land fronting Seaton Lane adjoining the Hansteen owned land. Whilst currently used as landscaping and to screen views of the southern side of the Sovereign Park industrial units, a design was explored which included this frontage land, thus mirroring the other side of Seaton Lane and still acting as a screen to the industrial units behind . Terms have therefore been proposed for consideration and agreement by the Committee for sale of this land, alongside the covenant release. Significant parts of the land will remain landscaped and the proposed housing will itself screen views of the industrial area from the main thoroughfare of Seaton Lane. A relatively small part of the land is also proposed to be used as one of the accesses to the development, and this use is reflected in the premium offered by the developer for this parcel.
- 3.10 The proposed development will extend to approximately 240 houses. The principle of residential development on the industrial site has already been explored with the Council's planning department. The Council's release of the covenant and proposed land sale will be subject to the developer obtaining planning permission, and to its purchase of the Hansteen land. The Council's contract for the land sale will be with the developer alone.

- 3.11 Committee will be aware that the Council has agreed the potential acquisition of a significant number of new build houses to be provided over a number of years on a site in fairly close proximity to the land, at Brenda Road, from another housing developer. The need to ensure that this development proceeds successfully has been reflected in the terms agreed for the contract in relation to the timing of the sale and covenant release.
- 3.12 The terms proposed covenant release and land sale are set out in **CONFIDENTIAL APPENDIX 3 This item contains exempt information under Schedule 12A Local Government Act 1972 (as amended by the Local Government (Access to Information) (Variation) Order 2006) namely, (para 3) information relating to the financial or business affairs of any particular person (including the authority holding that information).**
- 3.13 As noted above, the site will require remediation in some areas and appropriate flood prevention measures. The developer is absolutely aware of these matters and such aspects will be examined carefully in the course of the planning application determination to the satisfaction of planning officers and Planning Committee. Given the current allocation as employment land, the views of the Council's economic development officers will also be sought (as they already have been in the pre-app advice process). The proposals leave a viable remaining area for any future industrial development.

4. PROPOSALS

- 4.1 No options are submitted for consideration other than the recommendations.

5. FINANCIAL CONSIDERATIONS

- 5.1 Successful completion of the proposed sale and covenant release will result in a capital receipt from the release of the covenant and land sale. .
- 5.2 The capital receipts should be received in 2023/24. There is a separate report on the agenda in relation to a Capital Receipts Strategy and use of this specific receipt will be considered as part of this overall strategy, which is designed to underpin the existing Capital Programme and to manage inflation risks.

6. ASSET MANAGEMENT CONSIDERATIONS

- 6.1 The decision to take a commercial approach means that the Council should obtain full market value for any property it disposes of and should not pay any more than market value for acquisitions.

7. RISK IMPLICATIONS

- 7.1 If Members determine they wish to progress with the proposal from the current developer a detailed legal agreement will need to be completed, covering the points below and included in the terms set out in **CONFIDENTIAL APPENDIX 3. This item contains exempt information under Schedule 12A Local Government Act 1972 (as amended by the Local Government (Access to Information) (Variation) Order 2006) namely, (para 3) information relating to the financial or business affairs of any particular person (including the authority holding that information).**
- 7.2 In any sale of development land there is a risk that the sale does not proceed due to factors such as abnormal costs, planning issues, finance and changing market conditions. In this instance the developer already has the benefit of a comprehensive flood modelling report commissioned by Hansteen in 2017 and will carry out full site investigation work to the satisfaction of the Environment Agency and planning officers and will therefore have a very good understanding of the site conditions. Demand for new housing nationally and locally is currently strong. The level of risk is therefore considered acceptable and pursuing this proposal should achieve a capital receipt which would otherwise not be achieved.

8. LEGAL CONSIDERATIONS

- 8.1 The Council's Chief Solicitor will be instructed to conclude the contracts.

9. CONSULTATION

- 9.1 There will be a process of public consultation as part of the planning application.

10. OTHER CONSIDERATIONS

Child/Family Poverty Considerations	No relevant issues (See Appendix 1)
Equality and Diversity Considerations	No relevant issues
Section 17 of The Crime And Disorder Act 1998 Considerations	No relevant issues
Staff Considerations	No relevant issues
Environment, Sustainability and Climate Change Considerations	Will be addressed as part of planning application process.

11. RECOMMENDATION

- 11.1 Committee is recommended to approve the covenant release and sale of the land on the terms set out in **CONFIDENTIAL APPENDIX 3. This item contains exempt information under Schedule 12A Local Government Act 1972 (as amended by the Local Government (Access to Information) (Variation) Order 2006) namely, (para 3) information relating to the**

financial or business affairs of any particular person (including the authority holding that information).

12. REASONS FOR RECOMMENDATIONS

- 12.1 The terms are considered to represent full market value for the land and covenant release.
- 12.2 The prospective purchaser and developer of the site is a well-established and well financed housing developer.
- 12.3 Retention of the covenant affected land for industrial development is unlikely to accrue any economic benefit as the site is highly unlikely to be viable for this type of development.

13. BACKGROUND PAPERS

- 13.1 There are no Background Papers in this instance.

14. CONTACT OFFICERS

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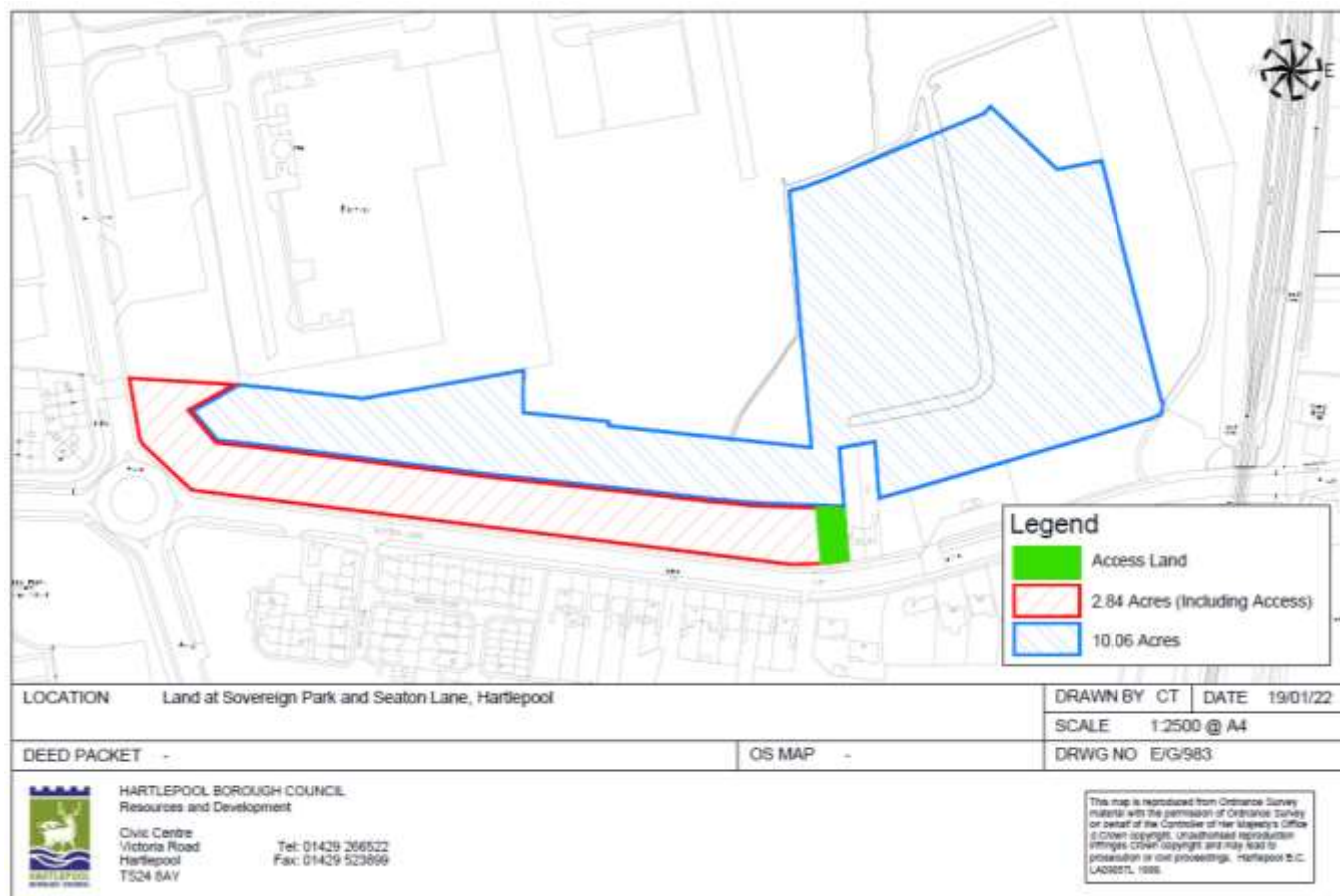
POVERTY IMPACT ASSESSMENT FORM

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

POVERTY IMPACT ASSESSMENT FORM

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

Plan



FINANCE AND POLICY COMMITTEE

14th March 2022



Report of: Managing Director

Subject: A19 GRADE SEPARATED JUNCTION, ELWICK BYPASS
AND HARTLEPOOL WESTERN LINK

1. TYPE OF DECISION / APPLICABLE CATEGORY

1.1 For Information

2. PURPOSE OF REPORT

2.1 The report provides an update on this scheme and members are asked to note the report.

3. BACKGROUND

3.1 A comprehensive report on this issue was considered by Finance and Policy Committee (26.11.2018) and then referred to Council (20.12.18). The recommendation approved by Council included the following:

- That approval be given to the use of Compulsory Purchase Order (CPO) powers to acquire the land, shown hatched on the plan appended to the report, to deliver the Hartlepool Western Growth Corridor, subject to negotiation with the land owners to resolve the matter without the need for the Council to invoke CPO powers, and that a further report be brought to Elected Members to formally invoke the CPO (including a Statement of Reasons and Schedule of Land to be Acquired) if negotiations with the land owners were unsuccessful.

3.2 The previous reports highlighted a number of key issues, including:

- Increasing congestion on the two main routes into Hartlepool (A689 and A179) and the need to increase road capacity to improve the quality, safety and reliability of the road network;
- The complexity of linking the new road into the A19 which is operated by (then) Highways England, (now) National Highways,

therefore the design and implementation of the scheme requires their approval.

- The complexity of land assembly required for the development being owned by a number of different parties;
- The financial strategy of funding the costs of the road through a combination of grant funding, which covered 43% of the estimated construction costs, and Prudential Borrowing to fund the remaining 57% of the estimated costs.

The Prudential Borrowing will be repaid from Section 106 contributions, which means the loan is not being funded from the General Fund budget.

Section 106 contributions cannot be used for interest cost so these will need to be funded from the Council's resources. It was estimated that Council Tax income from 157 properties would need to be allocated for interest costs until Section 106 contribution repaid the loan, which it was anticipated would be over a 7 to 10 year period.

The financial section of the previous report also outlined a strategy for managing financial risks.

4. LATEST POSITION

- 4.1 As detailed in the previous reports and highlighted in the above this is a complex scheme and the Council needs to work with external organisations, including National Highways and land owners, to deliver this scheme. It was always envisaged that this would be extremely challenging and the situation has been exacerbated as a result of Covid, which has significantly affected day to day business for nearly two years for both the Council and external organisations.
- 4.2 Significant progress has been made with National Highways in recent months in relation to the design of the road and how it will link into the A19. The next key step is to complete a Road Safety Audit Stage 1 (RSA 1) and submit this to National Highways for approval. It is envisaged this will take approximately 6 to 8 weeks – although this will be subject to National Highways workload and priorities. Once the RSA 1 is approved this will enable the Council to confirm the exact land requirements.
- 4.3 Progressing the land acquisition has been, and remains, a key priority for the Council, and although to date it has been very difficult to reach agreement with the Land Agent representing the majority of land owners, officers are continuing to pursue a negotiated settlement, as this would be beneficial to the Council in terms of saving time and costs.

- 4.4. Officers are also progressing all aspects of the project including those associated with the planning and land acquisition processes and will continue to work on the latter with a specialist legal practice with a view to resolving outstanding matters as quickly as possible. It is intended that a further report seeking a formal resolution to progress the CPO process be presented to members later in the year if the ongoing land acquisition discussions do not prove successful.

5. RISK AND FINANCIAL IMPLICATIONS

- 5.1 These issues are closely aligned as the key risk issues in relation to land purchase, either by negotiation or CPO, and time scale for delivering the project both have financial implications. These issues were subject to a robust assessment in the previous report.

- 5.2 The key risks remain:

- Land costs - either by negotiation or CPO;
- Construction costs - impact of current inflation and costs of materials;
- Interest rate risks – this is currently a very low risk as the original business case was based on a prudent level of forecast interest rates for when borrowing will be required. Current interest and forecast interest rates are below the business case forecast. This position will continue to be monitored carefully and interest rate risk will be managed in accordance with the approved Treasury Management Strategy.

6. LEGAL CONSIDERATIONS

- 6.1 There are no specific legal considerations arising from this report. The Chief Solicitor is satisfied however that the project is within the legal powers of the Council and that all relevant legal processes are being followed so as to protect the best interests of the Council.

7. CONSULTATION

- 7.1 Consultation and liaison with landowners has been undertaken and will continue via their land agents. Consultation events have previously been held in the Town Centre and Elwick Village.
- 7.2 Interested parties and residents have been able to submit formal comments on the proposed scheme as part of the outline planning application for the proposed scheme.

8. OTHER CONSIDERATIONS

CHILD AND FAMILY POVERTY	None
EQUALITY AND DIVERSITY	None
STAFF	None
ASSET MANAGEMENT	None
ENVIRONMENT, SUSTAINABILITY AND CLIMATE CHANGE	The planning process should ensure that the road is carried out having due regard to sustainable development as required by the National Planning Policy Framework.

9. CONCLUSION

- 9.1 The scheme is designed to address safety and capacity issues in relation to traffic movements through Elwick village.
- 9.2 It was always recognised that delivery of this scheme would be challenging owing to land acquisition issues and National Highways requirements regarding linking the new road with the A19. The majority of issues have been agreed with National Highways and it is hoped that the remaining issues will be resolved once the RSA 1 is complete.
- 9.3 Officers will continue to progress the project as set out herein and shall retain the option of compulsory purchase so as to protect the best interests of the Council.

10. RECOMMENDATIONS

- 10.1 It is recommended that Members note the report.

11. REASON FOR RECOMMENDATIONS

- 11.1 To keep members updated on this strategically important highway improvement scheme.

12. BACKGROUND PAPERS

- 12.1 Council Report 20th December 2018 – Hartlepool Western Growth Corridor – Funding Strategy and Compulsory Purchase Order

13. CONTACT OFFICER

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Sign Off:-

Managing Director



Director of Resources and Development



Chief Solicitor



FINANCE AND POLICY COMMITTEE

14 March 2022



Report of: Managing Director

Subject: TEES VALLEY ENERGY RECOVERY FACILITY –
LOCAL AUTHORITY SPECIAL PURPOSE VEHICLE

1. TYPE OF DECISION/APPLICABLE CATEGORY

Key Decision (test (i) and (ii) apply) Forward Plan Reference No.CE75/21

2. PURPOSE OF REPORT

2.1 The purpose of this report includes:

- i. An update to Members regarding all aspects of the TV ERF project (including planning, landowner, procurement process, the development of the Project Agreement and other project documents).
- ii. The rationale for setting up the Local Authority Special Purpose Vehicle and how this will be governed as well as the commercial principles as to how costs / liabilities shall be shared between the seven Councils over the term of the Project.

3. BACKGROUND

3.1 Hartlepool Borough Council, Middlesbrough Council, Newcastle City Council, Redcar and Cleveland Borough Council and Stockton Borough Council (the Authorities) have a statutory obligation to provide waste management services to their collective 1.5m residents.

3.2 Councils currently operate residual waste disposal services as a group under a single contract with Suez and which includes Redcar and Cleveland Borough Council, Hartlepool Borough Council, Stockton Borough Council and Middlesbrough Borough Council. Darlington Borough Council is part of the group but currently has its own separate waste treatment and disposal contract. Durham County Council and Newcastle City Council currently have their own separate residual waste disposal contracts with SUEZ.

- 3.3 The Authorities have joined together to procure a contractor to design, build, operate and finance a new Energy Recovery Facility to be located in the Tees Valley (TVERF).
- 3.4 All existing waste treatment / disposal contracts are due to expire in 2025/26 and therefore a new Residual Waste Treatment Contract must be procured in order to allow for the new facility to be constructed and fully commissioned in preparation for this. The service commencement date for the new facility is the 1 April 2026.
- 3.5 The First Inter-Authority Agreement, which governs the procurement process up until entering into the Project Agreement (Financial Close), was executed by the seven Councils on the 24 July 2020.
- 3.6 The procurement process is being undertaken in accordance with the Public Procurement Regulations 2015 (as amended). The OJEU Notice to commence the procurement process was issued on the 24 July 2020.
- 3.7 Supported by Business Cases, the requirement is for a c.450,000 tonne per annum Energy Recovery Facility (ERF) with Combined Heat and Power (CHP) capability to treat the Councils' municipal solid waste, this being the residual waste that has not been (or cannot be) recycled. This combined tonnage unlocked economies of scale which were attractive to the Councils [and to the market] and encouraged them to commence this procurement together.
- 3.8 The ERF will be designed to have a minimum 40-year lifespan and the Contractor appointed following the conclusion of the procurement process build, finance and operate the ERF. The initial contract term shall commence in 2022 (subject to entering into the Project Agreement with the successful bidder (Financial Close)). The Contractor shall construct the facility in preparation for the Service Commencement Date on the 1 April 2026, at which point the Contractor is required to accept and manage all Contract Waste. The Contract shall terminate on the 31 March 2052, unless both parties agree the terms of a potential eleven-year extension that may run up until 2063.
- 3.9 The Contract will require the successful contractor to invest very significantly, likely to be several hundred million pounds, to construct the TV ERF. The procurement process is still underway, but it is expected that the total value of the Contract could be £2.1bn over the 29 years (plus 11 years) Contract. The facility will revert to ownership by the Councils at the expiry of the Contract.
- 3.10 The TV ERF will be a source of renewable electricity (up to 49.9MW) equivalent to powering over 60,000 homes. It may be possible in the future to export the Renewable heat which is generated by the facility, to be provided to local businesses and other local users of heat, should a future Business Case demonstrate this to be feasible (technically and economically) and provide overall Value for Money for such an investment.

- 3.11 To encourage competition, a 22-acre brownfield site, owned by South Tees Development Corporation, was selected within the Teesworks regeneration site and this is mandated for use by the successful Contractor. Detailed ground condition surveys were undertaken. As part of the wider remediation strategy that is being undertaken by South Tees Development Corporation, the entire development area has been remediated in preparation for the commencement of the development.
- 3.12 The development will create a few hundred jobs during the construction phase and up to 50 permanent positions during the Services phase. The residues from the process (including metals and bottom ash) will be recovered or recycled, thereby directly displacing the requirement within industry for additional virgin materials that would otherwise have been required. The facility will make a valuable contribution to the local circular economy.
- 3.14 Outline Planning Permission for the proposed development was issued by the Planning Authority in July 2020. Obtaining 'Full Planning Permission' for the development is a prerequisite for any of the three bidders to be appointed Preferred Bidder. A Local Authority Special Purpose Vehicle (a Limited Company) is required to be formed by the seven Councils as this will be contracting entity with the successful Contractor.
- 3.15 The target date for completion of the procurement process (including reaching Financial Close and entering into the Project Agreement) is 30 September 2022 based on the current procurement timescales. The Service Commencement Date will be 1 April 2026 and the Contractor will be required to accept and manage all Contract Waste from this date, even though the ERF will not have completed its Acceptance Tests (Contract Waste will not be available to the Contractor prior to 1 April 2026 and the Acceptance Tests can only be completed using Contract Waste).
- 3.16 Project governance continues to be provided by a Board made up of representatives of each of the seven Councils which normally meets on a monthly basis. The Board's terms of reference set out clear decision making and a voting structure and an escalation process in the case of any disputes.

4. PROPOSALS

- 4.1 A detailed project update, detailed description of the proposals and reasons for recommending are contained within the **CONFIDENTIAL REPORT 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, (para 3) information relating to the financial or business affairs of any particular person (including the authority holding that information).** The confidential report is attached with the agenda papers. The supporting appendices to the detailed confidential report have been circulated to Elected Members

electronically only due to the size of the documents. If you wish to have a paper copy of the confidential appendices, please contact the Democratic Services Team.

5. RISK IMPLICATIONS

- 5.1 The five Tees Valley Local Authorities along with Durham County Council and Newcastle City Council have agreed and implemented a robust risk management strategy to identify the key risk and ensure a consistent approach to both strategic and operation risk across the project.
- 5.2 The current waste disposal contract has already been extended and therefore a further extension of the contract without competition would be in breach of procurement rules and would subject the Authorities to the risk of challenge that could potentially delay the project. Additionally, the facility will be over 30 years old by 2025 raising significant risk of unpredictable maintenance costs and downtime.

6. FINANCIAL CONSIDERATIONS

- 6.1 The financial implications of the LA SPV will be set out within the Business Plan. The treatment costs of the residual waste that shall be required to be paid to the Contractor and how these will be shared between the seven Councils will be defined within the Waste Supply and Support Agreement.
- 6.2 The seven Councils were required to undertake a procurement process due to their existing waste treatment contract arrangements due to expire in 2025/26. By procuring this contract together, economies of scale provide enhanced value for money for the Councils. The benefits of forming a LA SPV to be the contracting entity with the Contractor include:
- Separate legal entity - The Project would sit on the balance sheet of the LA SPV, rather than the full Project sitting on Hartlepool Borough Council's balance sheet (with all assets and liabilities running through their accounts);
 - Shared ownership - The Project assets (and liabilities) would be owned by the LA SPV, which in turn would be wholly owned by all of the Councils;
 - Transparency - Each of the Councils would be entitled to appoint a director to the Board, having visibility over the activities of the LA SPV and direct involvement in the decision-making process;
 - Flexibility - The agreement would allow any future changes to the Councils' relationships to occur.

7. LEGAL CONSIDERATIONS

- 7.1 The procurement of the TV ERF and the formation of the LA SPV as the contracting entity representing the Councils' interests will have legal implications. The Shareholders' Agreement and Waste Supply and Support Agreement will bind the parties together in a robust and legally enforceable commercial arrangement.
- 7.2 From a social value and local economic perspective, the construction process for the new TVERF facility is expected to employ a construction workforce of over 200 people and create around 50 new long term skilled jobs.
- 7.3 Through the procurement process, bidders have been incentivised to provide further economic regeneration and social value initiatives within their proposals and this will be given a substantial weighting in the assessment criteria – ensuring that the facility does indeed deliver not just tangible sanitation and environmental benefits to local residents, but also economic opportunity too.
- 7.4 Competitive Dialogue discussions with the three bidders are ongoing. The awarded contract will require the Contractor to have developed, maintain, update and comply with the Economic and Social Value Plan

8. CONSULTATION

- 8.1 The Tees Valley Authority Project Board receive regular monthly updates regarding the progress made on all aspects of the TV ERF Project.
- 8.2 Regular updates on the Project are provided to the Leader of the Council, and Managing Director.
- 8.3 All seven Authorities have been engaged with and consulted on the contents of the Shareholders' Agreement, Waste Supply and Support Agreement (Key Commercial Principles) and the LASPV Operating Cost Model.

9. CHILD AND FAMILY POVERTY (IMPACT ASSESSMENT FORM TO BE COMPLETED AS APPROPRIATE.)

- 9.1 There are no Child and Family poverty issues relating to this report.

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

- 10.1 As far as the TV ERF is concerned, all contractor employees and sub-contractors working on the site, shall be the direct responsibility of the main

contractor. There is a requirement for the main contractor to ensure compliance with the law in terms of Equality and Diversity.

11. STAFF CONSIDERATIONS

- 11.1 The Health and Safety aspects of the construction and operation of the TV ERF facility will be the responsibility of the contractor that is entered into with the Project Agreement.

12. ASSET MANAGEMENT CONSIDERATIONS

- 12.1 There are no Asset Management issues relating to this report.

13. ENVIRONMENT, SUSTAINABILITY AND CLIMATE CHANGE CONSIDERATIONS

- 13.1 Through the development of the TV ERF, the vast majority of the Council's residual waste will be treated through the facility, thereby avoiding landfill as the alternative to disposing of this waste. This supports the Councils' Corporate Plan Priority (i) – Tackling Climate Change and Enhancing the Natural Environment.
- 13.2 As part of the Outline Planning Application process (for the construction of an Energy Recovery Facility and associated development), an Environmental Impact Assessment was completed. This included detailed assessments including Traffic Assessments and an Air Quality Report being produced. A detailed assessment of pollutant emissions released from the facility as a result of the combustion of waste as well as pollutant emissions from road traffic associated with the operation of the facility has been undertaken. The air quality effects on human health are judged to be not significant. Consideration was also given to the Local Nitrogen Dioxide Plan - the proposed development will not cause any exceedances of or delay compliance with the limit values. The Outline Planning Application was approved in July 2020.
- 13.3 The waste hierarchy determines that it is preferable, from an environmental perspective, to treat residual waste by generating energy from it instead of disposing of it in landfill.
- 13.4 In line with the objectives of the Government's Net Zero Strategy and the Resources and Waste Strategy (which aims for no more than 10% of municipal waste to end up in landfill by 2035, and no food waste to be landfilled by 2030), the development of the TV ERF, will ensure that the vast majority of the Council's residual waste will be treated through the Energy Recovery Facility to enable the processing of waste into valuable outputs, such as energy - thereby diverting the waste from landfill. As a result, the net CO2 Equivalent emissions will be lower than had the waste been landfilled.

- 13.5 The Contractor will be required to demonstrate how they will reduce carbon emissions from the facility, year-on-year, over the duration of the contract. In addition, c. 90,000 tonnes per annum of bottom ash and metals will be produced by the facility. The bottom ash will be recycled into a secondary aggregate which will be used within the construction industry, thereby directly displacing virgin aggregates that would otherwise have been required; the metals extracted will be recovered and remanufactured.
- 13.6 There will be emissions from the facility, but these will be minimised and strictly controlled in line with the conditions of the Environmental Permit, regulated by the Environment Agency.
- 13.7 The potential development of a Carbon Capture Underground Storage facility, for the TV ERF will allow CO₂ to be captured and stored through the infrastructure that is to be developed by the Northern Endurance Partnership as part of the East Coast Cluster. This will lead to the TV ERF effectively being a net-negative carbon emitter.

14. RECOMMENDATIONS

- 14.1 The seven Councils entered into and fully executed the First Inter Authority Agreement on 24th July 2020 to procure a contractor to design, build, finance and operate a new Energy from Waste Facility in the Tees Valley. The decision to proceed to Financial Close and enter into the Project Documents was delegated to the 'Project Board' (consisting of representatives from each of the seven Councils), whilst recognising that each Council will need to obtain approval individually through its governance process, in order for that Council to enter into the Project Documents.

Members are requested to note this point.

- 14.2 A Local Authority Special Purpose Vehicle (LA SPV) is required to be established as a Limited Company incorporated and registered at Companies House. It will be the Contracting entity representing the seven Councils (the Shareholders) and will enter into the Project Agreement with the successful Contractor and the lease with STDC (Teesworks) for the site.

Members are requested to approve the creation of the Local Authority Special Purpose Vehicle (LA SPV).

- 14.3 The regulation and management of the LA SPV shall be governed by the Shareholders' Agreement (SHA). Each Council (Shareholder) will be required to formally enter into the Shareholders' Agreement approximately three months in advance of the Project Agreement being entered into with the successful Contractor (Financial Close).

Members are requested to approve the Council entering into the Shareholders' Agreement and to Delegate Authority to the Managing

Director (in consultation with the Leader and Director of Resources and Development and Section 151 Officer) to finalise and agree.

- 14.4 There will be a Service Level Agreement between HBC and the other councils to provide support services to the LA SPV. The Service Level Agreement is required to be formally entered into by the seven Councils in parallel with the Councils entering into the Shareholders' Agreement.

Members are requested to note this point.

- 14.5 The terms of the commercial arrangements between the seven Councils (the Shareholders) in relation to the LA SPV shall be defined and governed by the Waste Supply and Support Agreement (WSSA). The WSSA is required to be formally entered into by the seven Councils (Shareholders) in parallel with the LA SPV awarding the Contract and entering into the Project Agreement with the successful Contractor.

Members are requested to Delegate Authority to the Managing Director (in consultation with the Leader and Director of Resources and Development Section 151 Officer) to finalise and enter into the Waste Supply and Support Agreement with the LA SPV and to provide Delegated Authority from the Councils' perspective for the LA SPV to award the Contract and enter into the Project Agreement with the successful Contractor (Financial Close), and to enter into the 50-year lease with STDC (Teesworks) for the site.

- 14.6 Each Council will be required to enter into two 'Council Guarantees'. The first will be to provide resilience to the LA SPV and to provide comfort to the Contractor that the LA SPV is fundamentally robust to meet its obligations under the Project Agreement. The second is to underwrite the LA SPV's obligations (rent etc.) under the 50- year lease for the site.

Members are requested to delegate authority to the Managing Director (in consultation with the Leader, supported by Director of Resources & Development and Chief Solicitor) to enter into the Council Guarantees.

- 14.7 A Business Plan for the LA SPV has been produced which details the 'structural' and operational costs of the Company.

Members are requested to delegate authority to the Managing Director (in consultation with the Leader, supported by the Director of Resources & Development and Chief Solicitor) to finalise and agree the Business Plan and provide sufficient resources to allow the LA SPV to reach Financial Close and then to monitor and manage the Contract on behalf of, and with, the Councils for the term.

15. REASONS FOR RECOMMENDATIONS

- 15.1 The current contract expires in 2025, following a contract extension. The contract cannot be extended further as it would be in breach of procurement regulations and in addition the plant would be circa 30 years old and require significant capital investment.
- 15.2 It is essential the Tees Valley Councils have in place a contract for the treatment of the residue of waste once recyclable materials have been removed. This will provide diversion of waste from landfill and maximise the recovery of energy and any residues.

16. BACKGROUND PAPERS

Contained in **CONFIDENTIAL REPORT** 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, (para 3) information relating to the financial or business affairs of any particular person (including the authority holding that information).

17. CONTACT OFFICER

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Sign Off:-

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

FINANCE AND POLICY COMMITTEE

14 March 2022



Report of: Assistant Director, Corporate Services

Subject: HR POLICY – REVISED BEREAVEMENT POLICY
AND PROCEDURE

1. TYPE OF DECISION/APPLICABLE CATEGORY

Non Key Decision.

2. PURPOSE OF REPORT

- 2.1 The purpose of this report is to seek Finance and Policy Committee approval for the revised Bereavement Policy and Procedure (Appendix 1).

3. BACKGROUND

- 3.1 Hartlepool Borough Council acknowledges the personal nature of bereavement and grief and is committed to supporting employees in practical, compassionate and reasonable ways.
- 3.2 Absence arising from bereavement in the workplace can be challenging to manage. Employees may need to take time off unexpectedly, find their performance is impacted, or are temporarily unable to perform certain roles.
- 3.3 The Council's current policy is to grant 3 days as standard to all employees and a further 2 days for extenuating circumstances at the discretion of the manager with criteria around the closeness of the relationship. An employee can also receive a paid half day to attend a funeral.
- 3.4 In 2020 the statutory Parental Bereavement Leave Regulations came into force entitling employees to 2 weeks paid leave on the death of a child (with criteria attached).
- 3.5 It is proposed to revise the policy to incorporate **up to** 4 weeks paid leave for all employees on the death of an immediate relative, which includes the new statutory entitlement for Parental Bereavement.

4. SUMMARY OF CHANGES

4.1 It is proposed that the Council extends the legal provision to the entitlement for bereavement leave. Therefore, all employees from their first day of employment who meet the eligibility criteria below will, in the event of the death of an immediate relative, be entitled to up to four weeks paid Bereavement Leave.

4.2 The eligibility criteria proposed under the Council's revised policy is an 'immediate relative' defined as including:

- A spouse;
- Civil partner / Co-habiting partner;
- Child*;
- Parent (including adoptive parent / partner's parent / step parent);
- Sibling;
- Son/daughter/son-in-law/daughter-in-law;
- Or a person with whom the employee is in a relationship of domestic dependency. This includes children where the employee is the legal guardian or main carer.

*In relation to Parental Bereavement Leave (a child under 18 years of age) this right will apply to the;

- Biological parent;
- An adoptive parent, if the child was living with them;
- A person who lived with the child and had responsibility for them, for at least 4 weeks before they died;
- An 'intended parent' – due to become the legal parent through surrogacy or partner of the child's parent, if they live with the child;
- Partner of the child's parent, if they live with the child and the child's parent in an enduring family relationship.

4.3 Time off (1/2 day paid leave) to attend a funeral will remain in the policy.

5. TRADE UNION CONSULTATION

5.1 The proposed revised Bereavement Policy and Procedure has been shared with representatives of the Hartlepool Joint Trade Union Committee (HTJUC). The HJTUC fully supports the proposal to extend the entitlement.

6. IMPLICATIONS

RISK	None.
FINANCIAL	None.
LEGAL	The statutory legal minimum duty is met.
CONSULTATION	Trade Unions have been fully involved in the consideration of this revised policy and procedure.
CHILD AND FAMILY POVERTY	None.
EQUALITY AND DIVERSITY	The policy takes into account equality and diversity considerations and protected characteristics.
STAFF	The policy provides a compassionate and caring approach to supporting staff at a time which is often very distressing.
ASSET MANAGEMENT	None.
ENVIRONMENT, SUSTAINABILITY AND CLIMATE CHANGE CONSIDERATIONS	None.

7. CONCLUSION

- 7.1 This revised policy and procedure allows HBC as an employer to provide a caring and supportive approach to all employees experiencing bereavement, which is often a distressing time. It provides the statutory Parental Bereavement Leave provision, as well as extending that minimum provision to all employees in the event of the death of an immediate relative.

8. RECOMMENDATIONS

- 8.1 Finance and Policy Committee are recommended to agree the policy and procedure.

9. REASONS FOR RECOMMENDATIONS

- 9.1 Finance and Policy Committee have responsibility for the approval of all corporate policies affecting the entire Council workforce.

10. BACKGROUND PAPERS

- 10.1 None.

11. CONTACT OFFICER

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Sign Off:-

Chief Executive	<input checked="" type="checkbox"/>
Director of Finance and Policy	<input checked="" type="checkbox"/>
Chief Solicitor	<input checked="" type="checkbox"/>



Bereavement Leave Policy

HR Service

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1. INTRODUCTION

- 1.1 Hartlepool Borough Council (The Council) acknowledges the personal nature of bereavement and grief and is committed to supporting employees in practical and reasonable ways.
- 1.2 Grief impacts on the emotional, physical and psychological wellbeing of the person who is bereaved. Whilst this is an intensely personal experience, a compassionate and flexible approach can ensure that the impact on both the individual and the Council is minimised.
- 1.3 Absence arising from bereavement in the workplace can be challenging to manage. Employees may need to take time off unexpectedly, find their performance is impacted, or be temporarily unable to perform certain roles.
- 1.4 It is recognised everyone reacts differently to bereavement and this policy supports this.

2. SCOPE & PURPOSE

- 2.1 This procedure applies to all employees of the Council. Schools will determine their own policy. This procedure provides guidance for managers to consider requests for time off in connection with bereavement.

3. BEREAVEMENT LEAVE ENTITLEMENT

3.1 Definition

- 3.1.1 Bereavement Leave is defined as paid leave that allows an employee time off to deal with their personal distress and related practical arrangements, primarily, but not limited to, when a member of their family dies.
- 3.1.2 The Council acknowledges that bereavement impacts all individuals differently and the information below is intended to clarify the paid leave an employee is entitled to in different circumstances.

3.2 The Legal Position

- 3.2.1 Section 57(A) of the Employment Rights Act 1996 gives a “day one” right for an employee to have ‘reasonable’ time off work to deal with an emergency, such as a bereavement involving a dependant. There is no right that this time off is paid.
- 3.2.2 The Parental Bereavement (Leave and Pay) Act 2018, came into force from April 2020, and makes further provision, in circumstances where those who suffer the loss of a child under the age of eighteen, or suffer a stillbirth after twenty-four weeks of pregnancy (Appendix A).

3.3 Paid Bereavement Leave Entitlement for Council Employees

- 3.3.1 The Council has agreed to extend the legal provision to the entitlement for bereavement leave. Therefore, **all** employees from their first day of employment who meet the eligibility criteria will, in the event of the death of an immediate relative, be entitled to up to four weeks paid Bereavement Leave. Entitlement to Bereavement Leave pay is pro-rata to the weekly contractual hours worked by the employee. If an employee meets the criteria for a payment of statutory Parental Bereavement Pay, the amount paid will be not less than the statutory weekly payment.
- 3.3.2 Bereavement leave may be taken in full, or in blocks of one week over the period of time for which such leave is available, this should be discussed and agreed with your line manager. Leave under this policy must be taken within 56 weeks of the bereavement. The four week leave period includes any statutory periods of Parental Bereavement Leave and the time to attend a funeral. An employee is not required to take all the entitlement to bereavement leave if they do not wish to do so.
- 3.3.3 The eligibility criteria under the Council's policy is an 'immediate relative' defined as including;
- A spouse;
 - Civil partner / Co-habiting partner;
 - Child*;
 - Parent (including adoptive parent / partner's parent / step parent);
 - Sibling;
 - Son / daughter-in-law;
 - Or a person with whom the employee is in a relationship of domestic dependency. This includes children where the employee is the legal guardian or main carer.

*In relation to Parental Bereavement Leave (a child under 18 years of age) this right will apply to the;

- Biological parent;
 - An adoptive parent, if the child was living with them;
 - A person who lived with the child and had responsibility for them, for at least 4 weeks before they died;
 - An 'intended parent' – due to become the legal parent through surrogacy or partner of the child's parent, if they live with the child;
 - Partner of the child's parent, if they live with the child and the child's parent in an enduring family relationship
- 3.3.4 In exceptional circumstances, paid leave may be granted on the death of someone outside the remit of 3.3.3. The granting of leave in such circumstances would be dependent upon the employee having responsibilities relating to that person, not the fact that an individual may be a relative or good friend of the employee. Circumstances may include (but are not limited to) situations where the employee has responsibilities arising from the bereavement, e.g. death certificate, probate, funeral arrangements, house sale/clearance. Or, in some circumstances an employee may need to travel to attend the funeral. In these

circumstances a period of bereavement leave may be granted as required in that case but should not exceed four weeks. Decisions relating to granting leave in accordance with this paragraph should be made with the Head of Service and Human Resources.

- 3.3.5 Employees who suffer a stillbirth after 24 weeks / neonatal death are entitled to Statutory Maternity Leave and Statutory Parental Bereavement Leave (see Maternity Policy and Procedure).
- 3.3.6 In the event of a bereavement, an employee may be able to take unpaid leave (at discretion of the Head of Service) or annual leave to supplement their bereavement leave.
- 3.3.7 An employee who suffers a family bereavement whilst on annual leave may following discussions with the Head of Service and Human Resources convert their annual leave into Bereavement Leave and take their annual leave at a future date.

3.4 Time Off to Attend a Funeral

- 3.4.1 Where the deceased is a friend or a relative outside the criteria set out in paragraph 3.3.3 and leave is requested to attend a funeral during normal working hours, a maximum of half a days' paid leave may be granted by a manager. Half a day is defined as half the hours due to be worked that day, subject to a cap of 3 hours 42 minutes paid time off for full-time employees.
- 3.4.2 A manager should consider any request for time off to attend a funeral from an employee in a reasonable and objective manner and should aim to grant the time off wherever possible unless there is an overriding business reason not to grant the time or the individual makes regular excessive repeated requests under this policy.
- 3.4.3 Attendance at a funeral on behalf of the Council is classified as paid working time.

4. PROCEDURE

- 4.1 An employee should notify their line manager of their need to take bereavement leave as soon as possible or, at the latest, on the first day of absence and line managers should record all requests on My View (where available), this may be retrospective.

5. RETURN TO WORK

- 5.1 In certain circumstances a full return to work may not be possible for an employee following the death of an immediate relative – for example, when the employee's grief is likely to impact on their ability to perform their role, or where

new child care arrangements have to be sourced or responsibility for the care of an elderly parent has transferred to the employee.

- 5.2 In such instances the Council may allow temporary amended duties, e.g. a phased return to work or on a part-time or reduced hour's basis where practicable. Such arrangements would be part of the four weeks paid leave. Alternative duties may also be considered. Any such arrangement would need to be agreed in advance by the line manager, would be subject to an agreed maximum number of days and would be managed in line with the relevant policies, e.g. Flexible Working and Sickness Absence policies.

6. GENERAL INFORMATION

- 6.1 Bereavement can have an impact on concentration, sleep, and decision-making. Any employee who is concerned about their ability to conduct their duties safely in the weeks following bereavement must discuss this with their line manager or Human Resources.
- 6.2 Any sickness absence resulting from bereavement will be managed in accordance with the Council's Sickness Absence Management Policy & Procedure and section 15.3 of the Single Status Agreement. The Council reserves the right to request an employee to be reviewed by Occupational Health Services as part of the support process relating to bereavement.

7. EMPLOYEE SUPPORT

- 7.1 The Council acknowledges that bereavement leave is intended to support employees in the immediate period around the death of a relative. However, the process of grief, the natural reaction and adjustment to loss and change may take a significant time and will be personal to each individual.
- 7.2 Anyone registered with a GP can access free counselling services and information on how to do so is available on the intranet under Well Workforce / Employee Wellbeing Services / Counselling.

8. CULTURE & DIVERSITY

- 8.1 The Council recognises that different cultures respond to death in significantly different ways. Line managers will check whether the employee's religion or culture requires them to observe any particular practices or make special arrangements which would necessitate them being off work at a particular time. Employees should not assume that their line manager is aware of any such requirements and should draw this to their line manager's attention as soon as possible.

- 8.2 Line managers who are unsure of how to respond to a bereaved employee from a different culture should ask the bereaved employee or seek assistance from Human Resources as to what is appropriate.

9. REFERENCE DOCUMENT

ACAS Managing Bereavement in the Workplace – a Good Practice Guide
(Available online).

10. ASSOCIATED DOCUMENTS

HRPP1 Sickness Absence Policy
HRPP28 Flexible Working Policy
HRPP30 Maternity, Paternity and Adoption Leave Policies
HBC Single Status Agreement

Appendix A**Parental Bereavement (Leave and Pay) Act 2018**

The Parental Bereavement (Leave and Pay) Act 2018 entitlement includes leave either in one two week block or two one week blocks, within the 56 weeks after the child's death. This is aimed at giving parents the option of taking leave whenever they need it most, including around the anniversary of the child's death.

There is no minimum service required for an employee to be eligible to statutory Parental Bereavement Leave. Parents employed in a role for six months or more are also able to claim statutory pay for this period, identical to the statutory pay for other types of family leave such as Statutory Paternity Pay. The Council will pay employees occupational Parental Bereavement Leave pay if this is higher than statutory Parental Bereavement Leave pay.

In relation to Parental Bereavement Leave this right will apply to the;

- Biological parent;
- An adoptive parent, if the child was living with them;
- A person who lived with the child and had responsibility for them, for at least 4 weeks before they died;
- An 'intended parent' – due to become the legal parent through surrogacy or partner of the child's parent, if they live with the child;
- Partner of the child's parent, if they live with the child and the child's parent in an enduring family relationship. Add to 3.3.3 child under 18

FINANCE AND POLICY COMMITTEE

14 March 2022



Report of: Director of Resources and Development

Subject: ICT CONTRACT 2023 PROGRESS UPDATE

1. TYPE OF DECISION/APPLICABLE CATEGORY

Non-key decision.

2. PURPOSE OF REPORT

- 2.1 The purpose of this report is to update Finance and Policy Committee (F&PC) on preparations for the new ICT contract from October 2023 and for members to consider the weighting of Social Value in assessing tender submissions.

3. BACKGROUND

- 3.1 Finance and Policy Committee (F&PC) on 12 July 2021 agreed for an independent Value for Money (VFM) review of the current contract with NEC to be carried out by SOCITM Advisory Limited. It was also agreed that an update report would be provided once the VFM review was complete.
- 3.2 The VFM review is now complete and the Corporate Management Team have considered the findings and recommendations. The VFM report confirms that the Council's existing contract provides VFM as the cost per user of £2,437 compares favourably with comparative authorities which range from £2,500 to £3,500. Further work needs to be undertaken to determine if there is a business case to increase ICT spend in terms of improving services and / or, increasing efficiency. This will be subject to a future report.
- 3.3 A fully scoped project plan is in place and the key milestones are shown in section 4.

4. TIMESCALES

- 4.1 The original timescale reported to members on 12 July 2021 has been amended to reflect the revised project plan and key milestones are shown below:

Key Milestones for new Contract	Timescales
F&PC consider ICT Contract update and Social Value Model criteria	14 March 2022
Develop new Digital/ICT vision and strategy	31 March 2022
Develop high level specification of requirements	April 2022
Undertake soft market testing	April/May 2022
Invitation to Tender (ITT) developed	June / July 2022
Evaluate ITT	Sept 2022
Provider recommended for Award	Oct 2022
Award agreed by F&P Committee	Nov 2022
Contract Handover	Sept 2023

5. SOCIAL VALUE CRITERIA

- 5.1 The achievement of Social Value in relation to the ICT contract needs careful management as the services are subject to unique issues which impact on the level of service which can be delivered locally:

- IT solutions can largely be delivered remotely and increasingly via ‘cloud’ based solution hosted in huge data centres (i.e. specialised facilities housing enormous computer capacity) either within the UK or abroad. This model provides significant financial savings as the costs of data centres are shared across many users. The arrangements also provided greater resilience and protection against cyber-attacks.
- Software solutions are increasingly dominated by major suppliers (e.g. Outlook for emails, Microsoft Teams, Zoom etc. for external and internal communication). The costs of these business critical systems make up a large part of the current ICT contract.
- Hardware – this is also supplied by multi-national companies and these costs also make up a large part of the current ICT contract.

- 5.2 The existing contract recognised these issues and focused Social Value on the main ICT contract delivering a range of benefits within Hartlepool by assessing a number of key criteria:

- Would the provider establish a Hartlepool base;
- How many jobs would the contractor commit to provide in Hartlepool and type of job. This point recognised that delivering the actual ICT contract

requires only a small number of specialist staff and greater benefits could only be achieved by delivering other contracts from a Hartlepool basis;

- Training and apprenticeship opportunities;
- Support for staff to volunteer in local community;
- Approach to Environment, Sustainability and Climate Change – this would be a new criteria and an important consideration in terms of energy used in the delivery of the service.

5.3 There is clearly a cost to the contractor and therefore the Council in relation to Social Value criteria, which needs to be assessed alongside the non-financial benefits of Social Value. At the time the existing contract was awarded the Council's key criteria was the achievement of a financial saving in order to protect front line services. On this basis the evaluation criteria was set at 10% Social Value and 90% weighted against other factors such as Technical Solutions, Service Delivery and Pricing.

5.4 The Council's financial position remains extremely challenging and the recent Medium Term Financial Strategy report forecast a budget deficit of £2.9m over the period 2023/24 and 2024/25. This may increase if recent events in Ukraine results in energy costs and therefore inflation remaining higher for longer. This position will be updated as the year progress. Against this background retaining an evaluation criteria of 10% Social Value is recommended. The final evaluation weightings for the remaining 90% for the new contract will be developed in conjunction with SOCITM to reflect current market trends and evaluation methods.

6. IMPLICATIONS

RISK	The most significant risk to HBC is not securing a managed service provider to deliver necessary and critical ICT requirements from October 2023.
FINANCIAL	Covered in paragraph 3.2.
LEGAL	A significant presence from Legal Services (including Procurement) will be required in the process of awarding the new ICT contract.
CONSULTATION	Consultation has taken place with Corporate Management Team in developing the proposed process for awarding the contract.
CHILD AND FAMILY POVERTY	No relevant issues.
EQUALITY AND DIVERSITY	This work takes into account equality and diversity considerations and protected characteristics and is a key theme within the Social Value evaluation.

STAFF	No relevant issues.
ASSET MANAGEMENT	No relevant issues.
ENVIRONMENT, SUSTAINABILITY AND CLIMATE CHANGE	To be assessed through the Social Value evaluation.

7. RECOMMENDATIONS

7.1 Members are recommended to:

- i) Note the progress made to date and revised timetable.
- ii) Approve the proposal to maintain the existing contract evaluation weighting 10% for Social Value with the remaining 90% weighting determined in conjunction with SOCITM to reflect current evaluation methods.

8. REASONS FOR RECOMMENDATIONS

- 8.1 To enable value for money and social value to be assessed and evaluated through the ICT Contract process.

9. BACKGROUND PAPERS

Report to Finance and Policy Committee 12 July 2021 – Proposed Route to Award ICT Contract from 2023.

10. CONTACT OFFICERS

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Sign Off:-

Managing Director



Director of Resources and Development



Chief Solicitor



FINANCE AND POLICY COMMITTEE

14 March 2022



Report of: Assistant Director, Corporate Services

Subject: WORKERS' MEMORIAL DAY

1. TYPE OF DECISION/APPLICABLE CATEGORY

Non Key decision.

2. PURPOSE OF REPORT

- 2.1 The purpose of the report is to present a request from the Hartlepool Joint Trades Union Committee (HJTUC) for the Council to continue to recognise and support Workers Memorial Day on Thursday 28th April 2022.

3. BACKGROUND

- 3.1 A letter from the HJTUC is attached (**Appendix A**) which includes information about arrangements for Workers Memorial Day.

4. RECOMMENDATIONS

- 4.1 To consider the request from the HJTUC that:
- a) The Authority considers promoting a minutes silence in all public buildings and to staff/public at 12.30pm on Thursday 28th April 2022 in remembrance of 'those workers who have lost their lives through industrial accident or disease'.
 - b) The Authority gives consideration to authorising the lowering of flags on public buildings on Thursday 28th April 2022
 - c) The Authority gives consideration to promoting / publicising and assisting with the event.
 - d) The Authority authorizes the use of Council Premises on Thursday 28th April 2022 for the service and for guests before / after the Workers Memorial Day Service & Wreath Laying Ceremony.

5. CONTACT OFFICER

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HARTLEPOOL JOINT TRADES UNION COMMITTEE

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Denise McGuckin
Managing Director
Hartlepool Borough Council

Report to the Managing Director and Chair of Finance & Policy Committee

April 28th - Workers Memorial Day

Please see attached a report from Hartlepool Trades Union Council on arrangements for the Workers Memorial Day Service, Thursday 28th April 2022, 12.30pm, Christ Church, Church Square, Hartlepool, TS24 7EQ with guest speakers including;- Barbara Plant, National President, GMB; Dr Patrick Roach, General Secretary, NASUWT; David King, National Executive Committee, RMT and Prof. Vicki Stone BSc PhD LITM FIBiol CBiol – with a special guest, Alan Mardghum, General Secretary, DMA

- HJTUC recognize the importance of these events and request that Hartlepool Borough Council give consideration to the following:-
 - a) The Authority considers promoting a minutes silence in all public buildings and to staff/public at 12.30pm on Thursday 28th April 2022 in remembrance of ‘those workers who have lost their lives through industrial accident or disease’.
 - b) The Authority gives consideration to authorising the lowering of flags on public buildings on Thursday 28th April 2022
 - c) The Authority gives consideration to promoting / publicising and assisting with the event.
 - d) The Authority authorizes the use of Council Premises on Thursday 28th April 2022 for the service and for guests before / after the Workers Memorial Day Service & Wreath Laying Ceremony.

This is a public event and everybody is welcome to attend.

The service is especially open to all family, friends, colleagues who wish to remember loved ones who have died or been injured, or made ill through their work.

Employees who have died through Industrial Accident or Disease whilst trying to earn an honest living for themselves and their families are not publicly remembered on any other day.

Edwin Jeffries

Secretary.

Hartlepool Trades Union Council

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WORKERS MEMORIAL DAY (28TH APRIL 2022)

Report by Hartlepool Trades Union Council (HTUC)

1.0 PURPOSE OF REPORT

- 1.1 The purpose of this report is to update Hartlepool Borough Council Managing Director, and the Chair of the Finance & Policy Committee, on the arrangements for the Workers Memorial Day Remembrance Service & Wreath Laying Ceremony and other events to be held around Workers Memorial Day, April 28th 2022. To highlight the ongoing requirement for partnership working to aid the improvement of Health & Safety to reduce the number of workplace accidents, injuries, diseases and deaths, that in the majority of cases are avoidable, across the employment sector as a whole and to request that the Finance & Policy Committee agrees to a) to d) as outlined in item 4 as recommended.

2.0 BACKGROUND

- 2.1 International Workers Memorial Day takes place around the world on the 28th April each year. The slogan for the Day is “Remember the Dead, Fight for the Living.”

The purpose of Workers Memorial Day is two-fold. First, we remember the dead, because those who have died, been injured, or made ill through their work; deserve not to be forgotten. Secondly, we fight by campaigning for the living, so that people can go to work and provide for themselves and their family, without risk to their health and safety.

Each year more people are killed by work than in wars. Most do not die of mystery ailments, or in tragic incidents. They die because of a health and safety failure. Every year worldwide, over 2 million people are killed by their own, or someone else's work - that's about 5,000 per day.

A Workers Memorial Day Service and Wreath Laying Ceremony organised by Hartlepool Trades Union Council has been held in Hartlepool since 1999 and has been held on the official day of 28th April since 2000.

Yvette Cooper, Work and Pensions Secretary of State, announced on 28th January 2010 that the UK will give official recognition to Workers Memorial Day to commemorate thousands of people who have died, been seriously injured or made ill through their work.

It is only with enforceable and enforced legislation and the Employers working together with the Trade Unions to improve Health & Safety in all workplaces that we can ever hope to reduce the number of workplace accidents, injuries, diseases and deaths that, in the majority of cases, are avoidable.

2.2 Health and safety statistics 2021

Published online (16 December 2021) the latest statistics on work-related health and safety in Great Britain, including the following key annual figures (2020/21):

- **1.7** million working people suffering from work-related ill health
- **93,000** workers suffering from COVID-19 which they believe may have been due to coronavirus exposure at work
- **645,000** workers suffering from a work-related illness caused or made worse by the effect of the pandemic
- **2,369** mesothelioma deaths due to past asbestos exposures (2019)
- **142** workers killed at work
- **441,000** injuries occurred at work according to the Labour Force Survey
- **51,211** injuries to employees reported under RIDDOR

*** Fatal accidents involving workers travelling on a public highway (a 'road traffic accident') are not included as 'fatalities at work' by the HSE as such incidents are enforced by the police and reported to the Department for Transport. Likewise fatal accidents involving workers travelling by air or sea are also not reported as 'fatalities at work' by the HSE as these incidents are the responsibility of the Air and Marine Accident Investigation Branches of the Department for Transport, and reported accordingly.*

Occupational lung diseases typically have a long latency (they take a long time to develop following exposure to the agent that caused them). Therefore, current deaths reflect the effect of past working conditions.

Fatalities

“Every fatality is a tragic event and our commitment to preventing loss of life in the workplace remains unaltered. All workplace fatalities drive HSE to develop even more effective interventions to reduce death, injury and ill health.”

* Mesothelioma: - The latest information shows: - There were 2,369 Mesothelioma deaths in Great Britain in 2019, (*this is 7% lower than the annual average number of 2540 over the period 2012-2018*) - There were 1,945 male deaths in 2019: this is 9% lower than the annual average number of 2,130 for males over the period 2012-2018. • Deaths among females remained at a similar level to the last few years with 424 in 2019. • The 2019 figures for males are in-line with earlier predictions suggesting that annual mesothelioma deaths would gradually start to reduce by around year 2020. • The 2019 figures for females are in-line with earlier predictions suggesting that annual counts during the 2020s would remain at the current level before starting to decline. • More than half of annual

deaths now occur in those aged over 75 years. Annual deaths in this age group continue to increase while deaths below age 70 are now decreasing.

The HSE has in the past stated that about 70% of workplace "accidents" are due to the poor management of health and safety.

Worldwide, hundreds of thousands die in workplace "accidents" and millions die of occupational diseases every year. Employers working together with the Trade Unions is the remedy. Prevention is the only cure.

To remember those who died at work we organise the Workers Memorial Day Remembrance Service on 28th April (International Workers Memorial Day) of each year.

3.0 Workers Memorial Day 2022 – Event arrangements.

3.1 Remembrance Service & Wreath Laying Ceremony (28/04/2022)

The service will take place on Thursday 28th April 2022, 12.30pm, Christ Church TIC & Art Gallery, Church Square, Hartlepool and the laying of the wreaths will follow at the Workers Memorial in Church Square, Hartlepool.

Officiates:-

a) Revd. Roz Hall / Revd. Chris Hall

Guest speakers:-

- Barbara Plant, National President, GMB
- Dr Patrick Roach, General Secretary, NASUWT
- David King, National Executive Committee, RMT
- Prof. Vicki Stone BSc PhD LITM FIBiol Cbiol

Special guest:- Alan Mardghum, General Secretary of the Durham Miners Association (DMA)

Over 45 wreaths will be laid at the Workers Memorial in Church Square, Hartlepool, by Individuals and Organizations to remember all those who have died, been injured, or made ill through their work.

Individual flowers will also be made available for anyone present to lay a flower at the Workers Memorial in Christ Church, Church Square, Hartlepool in memory of a loved one.

The Café Area of Christ Church will be available from 12 noon and after for people to congregate. Tea / Coffee etc will be available before the service and also be available after the service where tea / coffee and a light buffet will be available.

A lone Scottish piper will be playing at Christ Church, Church Square from 11.45am and will 'pipe in' guests and attendees at 12.20pm to take their seats in time for the minutes silence at 12.30pm at the start of the service.

Employees who have died through Industrial Accident or Disease whilst trying to earn an honest living for themselves and their families are not publicly remembered on any other day.

Everybody Welcome

The service is especially open to all family, friends, colleagues who wish to remember loved ones who have died or been injured, or made ill through their work.

3.3 WMD ‘Gig’ (23/04/2022)

An event with a speaker, supported by the Durham Miners Brass Band and may include Joe Solo & Rebekah Findlay is in the process of being organized by HTUC for Saturday 23rd April 2022 (Further details to follow).

3.4 Memorial Service for Students – Hartlepool College of Further Education (28/04/2022)

The memorial service for students in 2022 will be held on Thursday 28th April 2022, 11.00am, in Hartlepool College of Further Education.

Speakers from:-

- Lester Russell, National Executive Member, NASUWT
- Prof. Vicki Stone BSc PhD LITM FIBiol CBiol
- Dr David Ralph, Technical Manager/Global Innovation Director, Venatorcorp.

Following the conclusion of the service a wreath will be laid at the ‘Tree of Remembrance’ in Hartlepool College of Further Education.

3.5 NTUC / HTUC Health & Safety Seminar (28/04/2022)

This year’s event will take place at the Hartlepool College of Further Education on Thursday 28th April 2022 at 9.00am to 12noon and will be followed at 12.30pm by the main Workers Memorial Day Service & Wreath Laying Ceremony at Christ Church, Church Square, Hartlepool, TS24 7EQ.

Presentations from:-

- Prof. Vicki Stone BSc PhD LITM FIBiol CBiol
- Trevor Hall, Senior Serious Injuries Solicitor, Thompsons Solicitors
- Dr David Ralph, Technical Manager/Global Innovation Director, Venatorcorp.
- Mike Hines, Assistant National Officer, Health & Safety, UNISON.

Invitations will be circulated to Trade Unions / Employers Organisations / Local Authorities / North East Safety Group etc..

Recognised TUC representatives / Councillors / Managers / Health & Safety & Employer Representatives are welcome to attend.

4 **Recommendations:-**

Hartlepool Borough Council agrees that:-

- a) The Authority authorise the promotion of a minutes silence in all public buildings and to staff/public at 12.30pm on Thursday 28th April 2022, in remembrance of ‘those workers who have lost their lives through industrial accident or disease’.

- b) The Authority authorises the lowering of flags on public buildings on Thursday 28th April 2022
- c) The Authority authorises the promotion / publicise and assistance for the event.
- d) The Authority authorizes the use of Council Premises on Thursday 28th April 2022 for the service and for guests before / after the Workers Memorial Day Service & Wreath Laying Ceremony.

Employees who have died through Industrial Accident or Disease whilst trying to earn an honest living for themselves and their families are not publicly remembered on any other day.

Remember the Dead & Fight for the Living

Edwin Jeffries
President
Hartlepool Trades Union Council.

FINANCE AND POLICY COMMITTEE

14th March 2022



Report of: Director of Resources and Development

Subject: COUNCIL TAX ENERGY BILLS REBATE

1. TYPE OF DECISION / APPLICABLE CATEGORY

- 1.1 Non Key – Article 11 (h): Expenditure which is inevitable as a result of the Government providing a Section 31 grant ('New Burden' Funding) to help fund the impact of specific legislative commitments where there is no in year cost, or future commitment for the General Fund.

2. PURPOSE OF REPORT

- 2.1 The report seeks to;

- Provide members with an update on the operation of the non-discretionary Council Tax Rebate scheme that covers council tax bands A-D; and
- Seek member approval for the Discretionary Scheme that covers the approach to council tax bands E to H and households where no council tax liability exists.

3. BACKGROUND

- 3.1 The government announced on the 3 February 2022 a package of support to help households with rising energy bills. Detailed scheme guidance was issued on the 23 February 2022. In addition to a £200 discount on energy bills to be repaid over 5 years, the package included two support streams administered by Local Authorities;

- A £150 non-repayable rebate to households in council tax bands A-D known as the Council Tax Rebate; and
- A £144 million discretionary fund for billing authorities to support households in need but are not eligible for the main scheme.

4. COUNCIL TAX REBATE (MAIN SCHEME)

- 4.1 This scheme covers households in bands A to D as at 1 April 2022 and will provide a payment of £150 to each eligible household. Based on the criteria it is anticipated that approximately 39,500 households will be eligible within Hartlepool. An initial allocation of £5.928m has been

provided, although this scheme is fully reconcilable with all of our award costs met.

- 4.2 There are a number of criteria in place regarding eligibility for this payment, including;
- Those with nil liability under LCTS will still be eligible;
 - Disabled reduction from band E to band D will be eligible;
 - Second homes will not be eligible;
 - Unoccupied homes will not be eligible; and
 - The liable person cannot be a local authority, corporate body or any other body such as a housing association, the government or government body.
- 4.3 There is an expectation that payments are made as soon as possible after the 1 April, with a deadline for all payments of the 30 September 2022.
- 4.4 For Direct Debit payees, once the first Council Tax payment for 2022/23 has been received this will verify that a live instruction is in place. As Direct Debit dates vary during the month dependent on the mandate in place payment dates will vary, but the aim will be to make payment within 7 days of this verification. There are approximately 21,000 Direct Debit payees at present and the Council will be encouraging sign up to Direct Debit during March to facilitate faster payment of this rebate.
- 4.5 For non-direct debit payees we will be required to obtain and also verify bank details which will be a significant undertaking. We are working with our software providers to ensure there is a robust process in place to gather this information and limit the scope for fraud and error. At this stage it is envisaged that these households will be written to outlining details of how to claim. A verbal update will be provided at the meeting. Whilst every effort will be made to ensure prompt payment, it is likely that these payments will be subject to delay in comparison to Direct Debit payees as the process will be dependent on households providing accurate information on a timely basis.
- 4.6 Exact numbers of eligible households cannot be determined until the 1 April. It should also be noted that any appeals to the VOA for revaluation after the 3 February 2022 will not be eligible for this scheme. Valuations dated before this date and retrospectively amended can be made from the discretionary fund.
- 4.7 In line with government requirements an information leaflet on the scheme will be included with all Council Tax bills when these are issued over the next few weeks.

5. DISCRETIONARY SCHEME

- 5.1 The Council has been awarded £0.269m for a discretionary scheme. The formula for this allocation takes into account the number of properties in band E to H as well as deprivation level.
- 5.2 It is for Councils to determine their scheme, however a number of requirements must be met;
- The allocation must be fully spent by 30 November 2022. Any unspent funding will be returned to government;
 - Individual awards should be no more than £150 per household; and
 - Councils cannot support households already in receipt of the main Council Tax Rebate scheme (i.e. bands A to D)
- 5.3 One of the options may have been to increase funding for Local Welfare Support, however, this would likely result in paying individual households more than the £150 limit and as such has been ruled out.
- 5.4 Three proposals have been developed based on the current numbers of households in each band. All three options ensure that those in receipt of LCTS in bands E to H would receive the full £150. It should be noted that the final numbers of eligible households may not be known until post April. The three options are shown below;
- (a) Option 1 – Pay all band E to H households £80.
 (b) Option 2 – Pay only band E and F households £100.
 (c) Option 3 – Pay only band E households £150
- 5.5 The estimated cost of each proposal is shown in the table below

		Option 1		Option 2		Option 3	
Band	H/Holds	Allocation £	Cost £	Allocation £	Cost £	Allocation £	Cost £
LCTS	86	150	12,900	150	12,900	150	12,900
E	1,697	80	135,760	100	169,700	150	254,550
F	756	80	60,480	100	75,600	0	0
G	558	80	44,640	0	0	0	0
H	84	80	6,720	0	0	0	0
Total	3,181	-	260,500	-	258,200	-	267,450

- 5.6 The balance of any funding would be available for;
- Any VOA appeal lodged prior to 3 February that brought a property into band D or lower; payment of £150. Note that any valuations post 3 February would be excluded so being consistent with Council Tax Rebate Scheme guidance.

- Any household not paying Council Tax, and not explicitly excluded from the Council Tax Rebate Scheme criteria, but can demonstrate exposure to utility bill increases (e.g. occupiers of HMO's). Payment of £75 if part house occupied and £150 for full house occupancy.

- 5.7 Given the uncertainty around final eligible households, it is proposed that a contingency of £30,000 is allocated from any administration funding provided, to meet any variance in cost.
- 5.8 All criteria for the Discretionary Scheme would be based on a 1 April eligibility date.

6. RISK IMPLICATIONS

- 6.1 There will be an inherent risk of potential fraud and error in administering a scheme of this nature. This risk will be mitigated by confirmation of a live Direct Debit instruction, a robust process for collating and verifying bank account details and other counter fraud interventions.
- 6.2 A reputational risk may arise if the Council is particularly slow in making payments of this rebate. This scheme is a significant undertaking and many Local Authorities have flagged likely difficulty in making prompt payment, especially for those who do not currently pay by Direct Debit. The risk will be mitigated by proactively encouraging Direct Debit take up in addition to ensuring a robust process is in place.

7. FINANCIAL CONSIDERATIONS

- 7.1 The Council will receive match funding for the Council Tax Rebate scheme. For the Discretionary Scheme, the grant allocation of £0.269m is cash limited, with underspends being returned to government and any overspent being at the Council's cost.
- 7.2 The Council will receive New Burdens funding to support the administration of this scheme. As well as meeting staffing costs, this funding will also fund software, postage, promotion and payment costs. At this stage the level of funding is uncertain, but as set out in paragraph 5.7 up to £30,000 will be earmarked as a contingency for scheme cost exceeding the estimate.

8. LEGAL CONSIDERATIONS

- 8.1 There are no specific legal considerations.

9. CONSULTATION

9.1 There is no requirement to consult on these proposals.

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

10.1 There are no child / family poverty considerations.

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

11.1 There are no equality and diversity considerations.

12. STAFF CONSIDERATIONS

12.1 There are no direct staff considerations, however this significant additional task impacts at the busiest time of year for staff as they close down one financial year and issue Council Tax and Business Rates bills. It is anticipated that this scheme will result in a significant increase in people contacting the Revenues Team and the Contact Centre.

13. ASSET MANAGEMENT CONSIDERATIONS

13.1 There are no asset management considerations.

14. ENVIRONMENT, SUSTAINABILITY AND CLIMATE CHANGE CONSIDERATIONS

14.1 There are no environment, sustainability and climate change considerations.

15. RECOMMENDATIONS

15.1 To note the Council Tax Rebate Scheme and eligibility criteria for the main scheme applying to Band A to D properties.

15.2 With regard to the Discretionary Scheme to approve the proposals set out in section 5 of the report and to determine which of the options outlined in paragraph 5.4 is adopted.

16. REASON FOR RECOMMENDATIONS

16.1 To enable the Council to use grant received.

17. BACKGROUND PAPERS

17.1 There are no background papers.

18. CONTACT OFFICER

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Sign Off:-

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

FINANCE AND POLICY COMMITTEE

14th March 2022



Report of: Director of Resources and Development

Subject: COVID-19 ADDITIONAL RELIEF FUND SCHEME (CARF)

1. TYPE OF DECISION / APPLICABLE CATEGORY

- 1.1 Non Key – Article 11 (h): Expenditure which is inevitable as a result of the Government providing a Section 31 grant ('New Burden' Funding) to help fund the impact of specific legislative commitments where there is no in year cost, or future commitment for the General Fund.

2. PURPOSE OF REPORT

- 2.1 The report seeks member approval for a discretionary Covid-19 Additional Relief Fund Scheme (CARF) for Non-Domestic Ratepayers for the 2021/22 financial year following notification of a government Section 31 grant.

3. BACKGROUND

- 3.1 In response to the likelihood of a significant number of Material Change in Circumstances (MCC) Business Rate appeals (i.e. for temporary reduction in rateable values) being lodged in response to the Covid-19 pandemic, the government announced a £1.5bn fund to support businesses affected by the pandemic but that were ineligible for existing relief support linked to business rates. MCC Covid-19 appeals were therefore disallowed.
- 3.2 On the 15 December 2021, guidance was issued by the Department of Levelling Up, Housing and Communities (DLUHC) following the passing of the Rating (Coronavirus) and Directors Disqualification (Dissolved Companies) Bill.
- 3.3 The government has confirmed it will not change legislation regarding business rates reliefs, as such Local Authorities are required to provide relief using discretionary powers under Section 47 of the Local Government Finance Act 1988. In doing so it is up to Local Authorities to devise their own local scheme and implement it. The relief is available to reduce chargeable amounts in respect of 2021/22.

- 3.4 The government will reimburse Local Authorities to the amount of relief provided via a Section 31 grant, so long as guidance is followed, up to the maximum allocation provided. For Hartlepool that allocation is **£1,585,445**. It has been determined via a complex formula taking the hereditaments within the scope of the scheme and weights the award based on a government assessed impact of Gross Value Added (GVA)
- 3.5 The following guidance must be followed for the Council to be reimbursed;
- (a) Relief must not be awarded to ratepayers who for the same period are or would have been eligible for the Extended Retail Discount (covering Retail, Hospitality and Leisure) or the Nursery Discount;
 - (b) Not award relief to a hereditament for a period when it is unoccupied (other than closed temporarily on following any Covid-19 government advice or regulation)
 - (c) Relief should be directed towards ratepayers who have been adversely affected by the pandemic and have been unable to adequately adapt to that impact.
- 3.6 As relief is being granted under Section 47 of the Local Government Finance Act 1988, relief cannot be granted to ourselves or any Precepting Authority.
- 3.7 Any network supplying utilities and associated properties is excluded.
- 3.8 Other categories of discretionary relief must be provided first before any relief provided under the CARF scheme.

4. PROPOSED SCHEME

- 4.1 Subject to exclusions listed below, the following business will be considered:
- Be a ratepayer in occupation of the hereditament that has remained in full occupation throughout 2021/22 financial year (to the point of announcement on 15 December 2021)
 - Be considered to have been adversely impacted by coronavirus restrictions either at their premises or through reduced demand. This to be determined by the Council. This is done so with reference to the government funding criteria – sectors deemed to be impacted by greater than a 5% Gross Value Added (GVA) reduction are to be included within scope of the scheme.
 - The business must be currently solvent and anticipating to remain solvent going forward.
- 4.2 The following exclusions will apply to the scheme;

- Any hereditament unoccupied during 2021/22 or at the date outlined above
 - Any business that received or was eligible to receive extended Retail, Hospitality and Leisure relief during 2020/21 or 2021/22.
 - Any public body, including;
 - Local Government, Parish Councils, Fire or Police services
 - Any central government department or agency
 - Any NHS service, including those who predominately provide contracted services to the NHS (including Dentists).
 - Academy schools or further / higher education institutions
 - Any business in a sector deemed have had less than 5%GVA impact;
 - Energy
 - Waste and Waste Management
 - Financial Services
 - Real Estate Activities
 - Public Administration
 - Storage and Distribution
 - Hereditaments that do not directly employ anyone, including;
 - Advertising boards
 - Car parks
 - ATMS's
 - Telephone and communication masts or networks.
 - Public Conveniences
 - Show Homes
 - Veterinary surgeries
 - Funeral parlour and services
 - Any network supplying utilities and associated properties is excluded, including power stations, renewable power generation and businesses in the energy sector including construction.
 - Hereditaments already in receipt of other mandatory or discretionary reliefs. Businesses in receipt of tapered Small Business Rate Relief will be included.
 - Businesses in administration, liquidation or subject to a strike off notice on companies house will be excluded from this relief.
- 4.3 All eligible business will be written to during March with an award notice and revised bill, setting out;
- The purpose / rationale of the relief;
 - The conditions of the award, including the property's continuing eligibility;
 - That the relief has been granted for a specified, one-off period; and
 - The subsidy control requirements
- 4.4 Businesses will be asked to contact the council if they consider themselves not to be eligible. Businesses not responding will be deemed to have accepted the conditions of the relief.

- 4.5 Relief will be applied to the 2021/22 financial year only. Where applying relief will result in the hereditament being in credit, this will be carried forward to 2022/23. Refunds will only be provided in exceptional circumstances.
- 4.6 Relief will be awarded on the basis of 55% reduction in liability with a £20,000 cap. Based on current list this would result in a cost of £1,485,000 and benefit 255 businesses. A contingency of £100,000 would initially be held. Note, that if the final eligible businesses varies from the current position, the percentage relief will be adjusted up or down to keep within the cost envelope and maximise the award provided. Such a variance to be delegated to the Director of Resources and Development in consultation with the Chair of Finance and Policy Committee and the Managing Director.
- 4.7 Whilst the Council has determined eligibility, businesses are also able to apply if they consider themselves eligible but not on the Council's list. Should excluded business apply and be granted relief, an additional liability could arise. However, it is unlikely this would exceed the contingency. A three month period to the end of June would be available for excluded businesses to apply.

5. RISK IMPLICATIONS

- 5.1 As set out in paragraph 4.7 above, should more businesses apply and be deemed eligible, there is the risk that the contingency sum will be exceeded. Should this arise and the Council spends more than the S31 grant available, we will be liable for our share of the additional cost. This risk has been mitigated by the design of the scheme and extensive analysis of the hereditaments to determine eligibility.

6. FINANCIAL CONSIDERATIONS

- 6.1 The Council will receive up to £1.585m of Section 31 grant to administer the CARF scheme. Should this funding be exceeded we will be liable for our share. Every effort will be made to fully utilise the grant and it is anticipated the resources will be allocated. However, should we be unable to do so any small residual balance will be returned to government as it will be a significant administrative burden to allocate a small balance of funding across over 250 eligible businesses.

7. LEGAL CONSIDERATIONS

- 7.1 In choosing to provide relief the Council must comply with its discretionary powers under Section 47 of the Local Government Finance Act 1988.

8 CONSULTATION

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

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

9.1 There are no child / family poverty considerations.

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

10.1 There are no equality and diversity considerations.

11. STAFF CONSIDERATIONS

11.1 There are no staff considerations.

12. ASSET MANAGEMENT CONSIDERATIONS

12.1 There are no asset management considerations.

13. ENVIRONMENT, SUSTAINABILITY AND CLIMATE CHANGE CONSIDERATIONS

13.1 There are no environment, sustainability and climate change considerations.

14. RECOMMENDATIONS

14.1 Approve the CARF scheme as proposed, including that delegated approval be given to the Director of Resources and Development to vary the level of relief to maximise the relief awarded in consultation with the Chair of Finance and Policy Committee and the Managing Director.

15. REASON FOR RECOMMENDATIONS

15.1 To enable the Council to use grant received

16. BACKGROUND PAPERS

16.1 There are no background papers.

17. CONTACT OFFICER

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Sign Off:-

Chief Executive



Director of Resources and Development



Chief Solicitor



FINANCE AND POLICY COMMITTEE

14 MARCH 2022



Report of: Director Adults and Community Based Services

Subject: TALL SHIPS 2023 PROGRESS REPORT

1. TYPE OF DECISION/APPLICABLE CATEGORY

1.1 For information.

2. PURPOSE OF REPORT

2.1 To provide an update on Tall Ships 2023

2.2 To share progress to date on local planning to be a host port for Tall Ships 2023

3. BACKGROUND

3.1 Hartlepool hosted Tall Ships in 2010 with hundreds of thousands of visitors attending. The local impact of the event was positive and a decision was made by Finance and Policy Committee in June 2020 to accept being a host port for Tall Ships 2023.

3.2 An international fleet of Tall Ships and Small Ships will sail across five European ports; Den Helder (Netherlands), Hartlepool (UK), Fredrikstad (Norway), Lerwick (UK) and Arendal (Norway) between 29 June and 29 July 2023. Hartlepool is the second port and will be host to visiting ships 6-9 July 2023.

3.3 An evaluation and impact assessment was conducted in 2010 and has provided a good baseline to review what went well and what the learning/opportunities are for hosting this event again.

3.4 Stakeholders and officers who were proactively engaged in Tall Ships 2010 have provided good insight into their experience and the commitment from stakeholders to support Tall Ships 2023 has been extremely positive. PD Ports, Hartlepool Marina and National Museum of Royal Navy have been keen advocates and supporters in securing the bid to host Tall Ships 2023

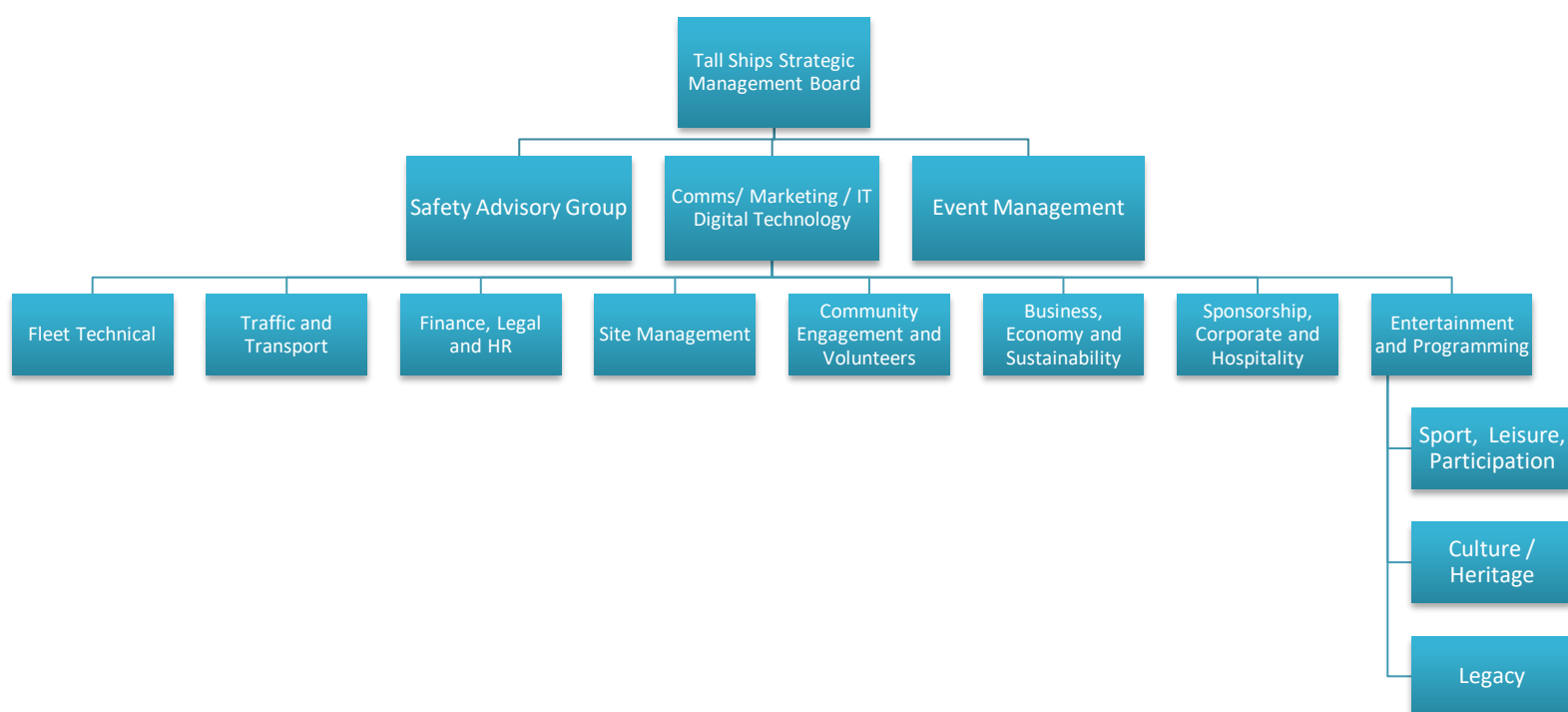
and remain committed and a key leader in the successful delivery of the event.

4. PROGRESS REPORT

4.1 Leadership and Governance:

4.1.1 Comprehensive scoping, benchmarking and networking has been conducted within the last 6 months to provide clarity on the expectations to host Tall Ships and ensure a comprehensive project plan can be developed. The breadth of skills and knowledge across a range of priorities is evident therefore the whole of Hartlepool Borough Council and many other stakeholders will be part of the planning and delivery infrastructure.

4.1.2 Figure 1: Leadership and Governance framework Tall Ships 2023



4.1.3 Roles, responsibilities and membership.

Regular updates on Tall Ships will be brought to Finance and Policy Committee however the responsibility to ensure progress is being made on planning will be led by a Tall Ship Strategic Management Board Chaired by the Leader of Hartlepool Borough Council and Managing Director.

Work stream themes, details of the objectives and lead officer to monitor progress of planning and delivery of priorities has been summarised below. Lead officers are typically Senior Leaders in the organisation to enable strategic direction, decision making and management of resource is appropriate to deliver Tall Ships but also manage this based on capacity, timescales and competing priorities.

Tall Ships Strategic Management Board – Leader of the Council

Objectives:

- Provide direction and leadership
- Raise the profile of Tall Ships at a strategic level
- Monitor progress and outcomes
- Sign off decisions outside of any committee infrastructure requirements

Safety Advisory Group – Director Neighbourhoods and Regulatory Services

Objectives:

- Ensure health and safety implications considered and planned for
- Overview of all work streams and ensures all health and safety considerations are planned and accounted for
- Ensure collaboration across all relevant safety and risk management networks and stakeholders are accounted for i.e emergency planning, emergency services, etc

Event Management Group – Director Adults and Community Based Services

Objectives:

- Coordinate and drive the planning and delivery of Tall Ships 2023
- Responsible for overall planning, delivery and key liaison with Sail Training International
- Direct and monitor work streams to fulfil specific tasks and decision making

Marketing, Comms, Digital and Technological Infrastructure – Assistant Director (Corporate Services)

Objectives:

- Raise awareness and profile of the events and gain buy in from the media, visitors, residents, business, STI and other stakeholders.

- Develop, management and delivery of a Communication Management Plan
- Develop a brand and associated merchandise
- Lead national and international tourism profile
- Produce post event media report
- Wayfinding, signage and other materials and digital developments for site navigation
- Set up and management of media centre
- Specific communication plans for key stakeholders i.e elected members, businesses, sponsors, etc
- Provide leadership to all work streams in managing communications and other relevant work.

Fleet Technical – PD Ports Operational Manager

Objectives:

- Ensure ship requirements are met and they have a safe arrival, stay and departure
- Responsible for ship berthing plans, fleet liaison activity and parade of sail
- Engagement of key stakeholders to fulfil requirements
- Assess, scope and implement any changes to physical infrastructure as required
- Scope and technical input for Captain's Handbook
- Scope, source/procure and manage key resources and infrastructure i.e. on water support vehicles/transport, pontoons, generators, etc.
- Plan and manage STI inspections and visits

Traffic and Transport – Assistant Director (Place Management)

Objectives:

- Ensure visitors and residents are able to travel to and from the event safely, effectively and sustainably
- Lead Traffic Management planning and procurement of traffic management contractor
- Options appraisal and progression of preferred option for parking
- Work with appropriate stakeholders i.e. transport providers
- Ensure consideration of all modes of transport – foot, road, bus, motorcycle, bicycle, scooter
- Ensure accessibility and inclusion are embedded into planning

Finance, Legal and HR – Assistant Director (Finance)**Objectives:**

- Manage and devolve funding successfully within the scope of budget available
- Develop, manage and implement procurement strategy
- Plan for all insurance considerations
- Develop and implement all license agreements and contracts
- Ensure all staffing arrangements are recruited and managed within appropriate policy and process
- Provide advice and awareness to enable application of all relevant legislation, policy and guidance.

Site Management – Richmond Event Management**Objectives:**

- Responsible for the infrastructure and operational management of the site build, event and derig
- Undertake technical design and management of all event spaces
- Prepare event sites prior to event
- Manage technical and infrastructure requirements within a set budget
- Oversee contracts and be responsible for the co-ordination of sub-contractors
- Plan for adverse weather and the implementation of contingencies

Entertainment and Programming – Assistant Director (Preventative and Community Based Services)**Objectives:**

- Responsible for the core public event and entertainment
- Responsible for the Captain's Dinner and Captain's Briefing
- Responsible for the crew parade and crew prize giving
- Responsible for a crew social programme including crew party
- Manage the build-up ensuring successful pre events take place
- Responsibility for links with schools and the town-wide cultural surround including involvement with libraries, museums, parks and countryside, sports development and strategic arts
- Development of legacy plans

Community Engagement and Volunteers – Assistant Director (Preventative and Community Based Services)**Objectives:**

- Responsible for the recruitment, training and management of the volunteer team

- Responsible for creation and implementation of a Community Engagement Plan
- Development of Legacy plans

**Sponsorship, Corporate and Hospitality – Assistant Director
(Preventative and Community Based Services and Economic
Development and Growth)**

Objectives:

- Confirm a headline sponsor
- Develop and sell a range of sponsorship packages
- Allocate sponsors to suitable ships
- Develop a corporate and hospitality package
- Appoint and manage a catering partner
- Liaise with ships, catering partner and sponsors
- Manage sponsors and VIP guests throughout event

**Business, Economy and Sustainability – Assistant Director (Economic
Development and Growth)**

Objectives:

- Ensure economic opportunity and growth
- Produce impact assessment
- Plan and implement sustainability policy
- Aspire to be the “greenest” Tall Ships host port
- Ensure participation is offered to all local businesses
- Development of legacy plans

All work streams are subject to change, objectives and membership will continue to evolve.

4.2 Marketing and Communications

4.2.1 Branding

Tall Ships branding has been developed and was launched in February 2022, as part of a countdown campaign. A suite of images were used and are representative of Hartlepool including a monkey, the lighthouse, a ship and maritime flags. Images will be used to develop merchandise and other promotional material before and during the event.

4.2.2 Website

A micro site has been developed (www.tallshipshartlepool.com) to begin to provide key information in relation to Tall Ships. The site is primarily being used to gain details of interested people and organisations in relation to sponsorship, volunteers, sail trainees and traders. The site will evolve and

become a mobile friendly website that will host key event information or direct people to existing information including programmes, maps, places to stay, places to eat, visit and much more.

4.2.3 **Communications plan**

A comprehensive communications plan has been developed and will evolve further throughout the planning process. All work streams will contribute towards the communication, marketing and promotional priorities and wider opportunities are being explored with Northern School of Art.

It is hoped that Hartlepool Tall Ships 2023 encourages people to 'Be Part of Our Story...' where we will try and capture the experiences, journeys, culture and more of as many people as possible through a broad range of means.

4.3 **Event Management Review**

4.3.1 As we prepare to deliver an event of international significance and reviewing the recovery of events and festivals post COVID. It has become apparent that there is an opportunity to review our current processes and practice, to consider what opportunities there are and to scope the practice of others.

4.3.2 Richmond Event Management will lead on the safety and site management planning, they have been involved in all Tall Ships in the UK since 2004 and support the safety planning for many other high risk events such as aviation shows, large music festivals (Leeds and Glastonbury), the opening of Nightingale Hospitals throughout the pandemic and much more.

An initial piece of work will be conducted and concluded by April 2022 that reviews existing operations, completes a gap analysis of current practice, highlights opportunities for development and training and shares good practice tool kits to ensure all practice is consist leading up to the delivery of Tall Ships 2023.

4.4 **Volunteering**

4.4.1 Volunteers are the back bone of most events, they provide valuable capacity, skills and knowledge to ensure events run safely and effectively. Tall Ships will be no exception and volunteers will start to be recruited, trained and developed early in the process.

There are a range of volunteering schemes and the motivation for people to volunteer is very different for each individual. A key priority for Tall Ships is 'Our Legacy' and volunteering is seen as an area to be able to have an impact now, during and in the future. A review of existing volunteering schemes will be done and scoping will be conducted across other town wide schemes to explore key stakeholders to come together and support the progression of a sustainable volunteering vision and plan that Tall Ships will be a key part of.

5. RISK IMPLICATIONS

- 5.1 A comprehensive risk register is being conducted as part of the Safety Advisory Group and will ensure all risks are captured from across work streams. Risks will be monitored as part of the programme management arrangement and all risks over an agreed threshold will be escalated to Safety Advisory Group and if deemed necessary Strategic Management Board. All existing arrangements to manage risk within the organisation will be embedded in the planning considerations
- 5.2 Tall Ships will require officers to contribute to the safe and effective delivery of the event and this in turn may increase expectations of workloads and priorities. Other corporate programmes such as the Capital Development Programme will continue to be delivered throughout the life of Tall Ships programme management and this will require effective management to ensure these demands do not have a detrimental impact on staff or the ability to deliver on behalf of the organisation. The governance structure has been developed to ensure senior officers are aware of demands and this can be managed reasonably.

6. FINANCIAL CONSIDERATIONS

- 6.1 Tees Valley Combined Authority (TVCA) are a committed partner to enabling the Tall Ships to be delivered successfully. TVCA have invested £2m into Hartlepool to enable the successful planning and delivery of Tall Ships 2023.
- 6.2 A budget profile is currently being developed and as the programme develops there will be more clarity on costs. Current profile is positive and exploration for income generation is also being explored.
- 6.3 Sponsorship packages are currently being developed to gain investment from a range of interested organisations.

7. LEGAL CONSIDERATIONS

- 7.1 We are in a contractual agreement with Sail Training International and will be required to fulfil specific obligations as a host port.
- 7.2 We are in a funding agreement with TVCA for the investment of £2m.
- 7.3 Other legal agreements, contracts and license agreements are currently being scoped to ensure they are implemented as early as possible in the planning.
- 7.4 A procurement strategy and plan will be developed as there is need for a vast list of products and services to ensure safe and effective delivery of Tall Ships 2023.

- 7.5 All other legal considerations are being scoped and considered by the appropriate work stream.

8. CONSULTATION

- 8.1 Key partners and representative were consulted prior to application and the response was reassuringly supportive, many identifying it is one of the best things to happen to Hartlepool.
- 8.2 Focus groups will be developed as part of the planning process to ensure consideration of a diverse range of perspectives.
- 8.3 The public campaign launched in February 2022 will continue and included ongoing engagement of stakeholders, volunteers and the public.

9. CHILD AND FAMILY POVERTY

- 9.1 The impact of Tall Ships will be significant especially raising the aspirations of vulnerable children and families. Targeted work will be done to ensure that the economic, health and social impact of this event is widespread.
- 9.2 Further impact will be explored as part of the wider community engagement working with other services and stakeholders.

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

- 10.1 Equality and diversity will be considered throughout the planning and implementation process to ensure all considerations are integrated.
- 10.2 Work will be done with Hartlepool Community Led Inclusion Partnership to ensure inclusion and accessibility are key considerations throughout.

11. STAFF CONSIDERATIONS

- 11.1 A Tall Ships Event Director was appointed in 2021 to lead on the overall project management of Tall Ships 2023.
- 11.2 Further recruitment of a Volunteer and Community Liaison Manager, Tall Ships Event Manager, Tall Ships Support Officer are in progress and further capacity may be needed as the programme evolves including Fleet Liaison Manager.

12. ASSET MANAGEMENT CONSIDERATIONS

- 12.1 Hartlepool will showcase a range of assets as part of the delivery of Tall Ships 2023. There will however be improvements and construction works to a range of assets including Highlight – the Strategic Leisure Development, Borough Hall, NMRN and other Capital Programme schemes.
- 12.2 Colleagues in Economic Development and Growth are scoping the timeline of works for Capital Programme and other key regeneration schemes to ensure risks in relation to ongoing works can be managed and we can ensure it has a positive impact on our ability to show case the ‘best bits’ of Hartlepool.

13. ENVIRONMENT, SUSTAINABILITY AND CLIMATE CHANGE

- 13.1 A sustainability plan is being developed for Tall Ships 2023 and there is clear consideration in relation to using this as a catalyst for change in terms of policy development and decision making for all events.
- 13.2 Within the application for Tall Ships 2023 we identified that this would be the ‘greenest’ Tall Ships event. This is being quantified in terms of what this means for Hartlepool and Tall Ships events internationally ensuring we manage expectations and can deliver within resource available. It is clear however that there are opportunities to have a significant impact in how we develop this further.

14. RECOMMENDATIONS

- 14.1 Members note the content of the report and provide any further recommendations or consideration for the safe and effective delivery of Tall Ships 2023.

15. REASONS FOR RECOMMENDATIONS

- 15.1 To ensure Hartlepool deliver the best possible Tall Ships event within the resource available.

16. CONTACT OFFICERS:

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FINANCE AND POLICY COMMITTEE

14th March 2022



Report of: Managing Director

Subject: COUNCIL PLAN 2021-2024 – PROGRESS UPDATE

1. TYPE OF DECISION/APPLICABLE CATEGORY

For information only.

2. PURPOSE OF REPORT

- 2.1 To provide an update to Finance and Policy Committee on the progress made on the delivery of the Council Plan and to share with the Committee the latest version of the Strategic Risk Register.

3. BACKGROUND

- 3.1 The Council Plan 2021-24 was agreed by Council on 25th February 2021 and forms part of the Council's budget and policy framework as set out in the Constitution.
- 3.2 The Plan sets out a clear vision for Hartlepool and identifies what the delivery of that vision will mean. This reflects what was identified through consultation with residents, elected members and our public, voluntary, community and private sector partners whilst also recognising the emerging and continually evolving challenges the Council faces from the pandemic.
- 3.3 Progress updates on the delivery of the Council Plan will be reported to Finance and Policy Committee during the autumn and spring of each year of the Plan. In addition an Annual Progress Report will be prepared and shared with all Elected Members each summer.
- 3.4 Finance and Policy Committee received their first progress update report at their meeting on 15th November 2021.
- 3.5 As Members are aware the Council continues to respond to the COVID-19 pandemic and the impact of this is felt across the organisation. The Omicron

wave and the subsequent response required by the Council have unfortunately had an impact on the delivery of the Council Plan at this early stage. However, the Council Plan focuses on longer-term aims and work continues to deliver on the overall priorities identified in the 3 year Plan.

4. PROGRESS UPDATE – FEBRUARY 2022

- 4.1 This update outlines the progress made on the delivery of the Council Plan over the last 4 months:

Hartlepool will be a place where people are enabled to live healthy, independent and prosperous lives.

COVID-19 Care Homes Support

Support continues to be given to Care Homes. The period since the Christmas and New Year break has seen a significant increase in Covid-19 infections in Hartlepool care homes. This has coincided with a national increase in the incidence of infection due to the Omicron variant of the virus, which is considered by UKHSA epidemiologists to be significantly more infectious than the previously dominant Delta variant. National and regional tables published by the media have indicated the increase in cases since December in the general population. This has been reflected in an increase in cases in care home staff and initially outbreaks in care homes were, for the most part, related to infected staff members. However, subsequent outbreaks have been associated with infection in both staff and residents. In December prior to Christmas there were three care homes for the elderly out of the 16 within the LA area reporting minor outbreaks whereas at one point in January, there were only three not reporting outbreak situations.

In recognition of the pressures placed on providers by COVID, additional financial support to care homes and providers of home care, including staff retention payments, has continued.

COVID-19 School Support

Support has been provided to schools from across the Council (Public Health, Health and Safety, Human Resources and Communications) as they manage outbreaks of COVID-19 in their settings. This support has involved providing advice on the management of cases within the school, including advice on testing, isolation periods and outbreaks. As there was a significant increase in the number of cases following the Christmas break, a school drop in was set up so that it was possible to maximise the time to deal with general queries.

COVID-19 Vaccination Roll out

The Council continue to support the delivery and promotion of the COVID-19 vaccination programme and in particular the booster programme. Regular pop up clinics have been held in the town enabling people easy access to the vaccine and we have also supported communications to encourage uptake. Prior to Christmas we were regularly seeing numbers of people attending at around 1000 per session. However since Christmas the number of people accessing vaccinations

this way has declined. We are currently looking at alternative ways to provide the vaccinations, working with our NHS and primary care partners.

Drug Related Deaths

A new system is being rolled out to review, with partners, any drug related deaths that occur in Hartlepool. This enables us to identify if there were any opportunities for earlier intervention or support that may help to prevent further deaths. We have also adapted a process to look at Near Misses with the intention of identifying what causes these and what procedures can be implemented to ensure they don't lead to drug related deaths.

Obesity prevention

As part of the Government's COVID-19 Recovery Plan the Council was allocated £101k in 2021 to tackle adult obesity by providing Adult Weight Management services. Services needed to be commissioned in line with guidance from the National Institute for Health and Social Care Excellence (NICE), with the allocated funding spent by the end of June 2022. Three new evidence based adult weight management services have been commissioned for Adults who live or work in Hartlepool to support them with weight loss.

Slimming World and WW (formerly known as Weightwatchers) commenced in September 2021 and offer a free 12 week weight management programme. The Fit Fans programme has been commissioned in partnership with Hartlepool Community Sports Foundation and the English Football League (EFL) Trust. Known locally as 'Fit Poolies', this 12 week programme is delivered by Hartlepool Community Sports Foundation at Hartlepool Football Club and targets men aged 28 – 65, providing a programme of healthy diet and exercise.

As part of the Family Time project the Council launched the Seaton Interactive Trail to encourage walking and physical activity for families, with plans to develop further trails if the approach is successful.

Leisure Facility Development

The development of the new leisure facility, the Highlight, is progressing well with the project currently at the mid-point of RIBA Stage 4. In recent months detailed proposals have moved on significantly with Members provided with a briefing in December 2021. An informal planning application was submitted in 2021 which has formed the outline requirements of the full planning application which is to follow in Spring 2022. An expression of interest has been submitted to Sport England with the aim of securing funding for the project.

British Cycling Project - Summerhill

Planning permission has been granted for the British Cycling funded development at Summerhill which will see a new 750m track for riders of all ages and abilities. Work has started on site and it is anticipated that the fenced and floodlit track will be completed by May 2022.

Shared Lives

The Shared Lives model of social care has been promoted through social media. Six potential shared lives carers who can provide long term care or short breaks for adults with learning disabilities have been identified.

Mental Health

Investment of Tees Valley Mental Health Resilience funding and Public Health England funding totalling £490k has supported 20 small local projects aimed at improving mental health and wellbeing.

Autism Accreditation

Council services that support adults with disabilities based at the Centre for Independent Living (CIL) and Waverley Terrace Allotment have been reassessed and have retained their National Autism Society (NAS) Accreditation. Achieving accreditation proves that they are committed to understanding autism and setting the standard for autism practice.

Hartlepool will be a place where those who are vulnerable will be safe and protected from harm.

Victoria Ward Community Support Team

The Community Support Team continues to build positive and strong community engagement and the appointment of a development worker from the voluntary and community sector is adding value to the work. This team is piloting a new way of delivering care and support services to vulnerable children and will be evaluated in 2022.

Multi Agency Child Exploitation Hub

The Hub went live on 5th October 2021 to prevent and reduce risk to those children and young people at risk of exploitation and harm outside of their families. The team is made up of professionals from the police, children's social care, youth service and youth offending team and is reviewing all intelligence where children may be at risk on a daily basis. This is leading to a real time response to the presenting harm and activity is focused around disruption of perpetrators and diversion of young people from harm. The Council has received funding (to March 2022) from the Department of Education to pilot new approaches to protecting children at risk of extra familial harm focused on strengthening education as a protective factor and engaging with families. Delivery of this work plan is well underway and yielding positive results.

Special Educational Needs and Disabilities (SEND)

The Council is working with the National Development Team for Inclusion (NDTi) to improve the experiences and outcomes for children and young people with special educational needs and disabilities in Hartlepool. During quarter three workshops were facilitated by NDTi to complete a review of local arrangements and identify recommendations for the local area to develop the climate that enables all schools to be inclusive and a place where all children can flourish.

Adult Safeguarding

The Council promoted National Safeguarding Adult Week in November 2021 & Self Neglect Week in February 2022 using radio adverts, bus stop and social media campaigns. This resulted in a 572% increase in people viewing safeguarding material. Nationally, through a coordinated approach with the Ann Craft Trust the campaign reached 79 million people.

Quality Care and Support

Ensuring that commissioned services are rated good or better by Ofsted or the Care Quality Commission (CQC) is an important priority for the Council and the latest data shows a positive picture. The proportion of children's homes operated by the Council that are rated good or outstanding by Ofsted for overall experiences and progress of children and young people remains at 100%. The percentage of adult social care providers in the Borough rated as 'Good' or 'Outstanding' by CQC is 97.8%.

Hartlepool will be a place of resilient and resourceful communities with opportunities for all.**The Holiday Activities and Food (HAF) Programme**

The holiday activities and food (HAF) programme delivered during the Christmas holiday period offered a wide range of activities and nutritional meals to children and young people across Hartlepool. Provision included an ice rink, festive crafts, Christmas parties, swimming, a forest school, sports, music, cooking, a roller disco, creative technology sessions using 3D printers and laser cutting, yoga and Pokemon-themed maths sessions. The HAF provides children and young people with a range of new and enriching experiences and helps them discover new hobbies and skills, make new friends and build their confidence, plus they get a tasty and nutritious meal. The programme was delivered across 28 providers and over 3,000 children participated in the sessions offered. Feedback about the offer received through social media was extremely positive. The programme has now had the next three years of funding confirmed for delivery across the three main school holidays. The offer will now be further refined and developed with the confirmation of sustained funding.

Early Years Strategy

A new Early Years Strategy has been developed with input from a wide range of stakeholders including Council Officers, Head Teachers, early years settings, early years leads and parents. The Strategy was approved for implementation by the Children's Services Committee in January 2022 and delivery will be overseen by the Early Years Partnership.

Poverty

The Council's Audit and Governance Committee have continued their scrutiny investigation into child poverty and it is their findings and recommendations are to be presented to Finance and Policy Committee.

Education

Following Ofsted inspections of schools in quarter three there are now more schools judged to be good which has improved the number of schools in Hartlepool who are rated as good or better to over 90%.

There has been a significant improvement in the number of care leavers who are in higher education and, with this year's intake, there are now 12 care leavers studying at University compared with 7 last year.

In total 99% of Year 11 students and 95% of Year 12 students received an 'offer of learning' for the following year of their studies otherwise known as the September Guarantee. Both are above the regional and national average.

Community Hubs

The Community Hub offer has developed further since the relaunch event. The first contact point for adult social care is now located within the Central Hub along with the Occupational Therapy demonstration suite and a weekly programme of events is developing to meet local needs.

A new community based approach to support people with mental health needs is being piloted at Central Hub as part of the NHS community transformation programme. This will bring together primary care, secondary care, the voluntary and community sector, adult social care and preventative and community based services to offer people community led support.

Hartlepool will be a place that is sustainable, clean, safe and green.**Domestic Abuse**

The Domestic Abuse Local Partnership Board has been strengthened to include representation of those with lived experience of domestic abuse and organisations representing groups with protected characteristics. The Hartlepool Domestic Abuse Needs Assessment has been prepared and a draft strategy developed. Public consultation on both of these was undertaken during quarter three and a final draft strategy has been produced.

Conservation Areas

Funding has been secured from Heritage England for improvements to Seaton Carew and Headland Conservation Areas.

Elwick Bypass

Over the past four months officers have progressed negotiations with both National Highways and Land Owners. The design team have been working towards agreeing outline details with National Highways in relation to the grade separated junction. Although progress has been limited at times due to a number of mitigating factors outside of the Council's control, recently movement has been seen on both fronts and it is hoped that this can continue through 2022. Once the Walking, Cycling and Horse Riding Assessment is agreed the scheme can then

progress to Road Safety Audit Stage 1 which will assess the two proposed designs of the scheme, which differ due to the width of the bridge overpass.

Headland Amphitheatre

In late 2021, works to bring the Headland Amphitheatre, Elephant Rock, back into use were completed. The site was opened to the public in November and has received positive feedback from residents. The scheme was submitted for the Small Project: Value Under £1m Category of the Institution of Civil Engineers North East Awards and has subsequently been shortlisted by the judges, with the winner to be announced at an Awards Ceremony on 8th April 2022.

Planning

The Planning & Development service continues to exceed government targets in terms of the speed and quality of its decision making on planning applications. A number of major development have been approved in the last four months these include two applications for a total of 268 houses at Wynyard, an application for 162 houses at High Tunstall, a major urban regeneration scheme incorporating 48 homes in the area of Lynn Street, a concrete batching plant at Hartlepool Dock and the change of use of the Vision Retail Park to accommodate the expansion of Museum of the Royal Navy.

Community Safety

The Community Safety Plan for 2021-2023 has been approved by Council. The Plan sets out three priorities that the Safer Hartlepool Partnership will focus on over the next three years: drugs and alcohol, anti-social behaviour and domestic violence.

Funding has recently been received from Thirteen Group to fund two further civil enforcement officer posts within the Integrated Community Safety Team. Both these posts have now been recruited to. In addition the Team has worked to complete a closure notice in connection with a property in Dent Street being used as a drug den.

A five year review of the Integrated Community Safety Team has been undertaken and the findings report has been presented to the Safer Hartlepool Partnership. Although generally positive a number of recommendations were identified which are currently being progressed.

Housing – Energy Efficiency

In December the Council were awarded £1.25 million following a successful bid to the Government's Sustainable Warmth competition which will fund green home upgrades to around 150 lower income households. This will help residents cut energy bills and reduce carbon emissions. The Government's Sustainable Warmth competition is intended to improve the energy efficiency of some of the poorest performing homes in the country – those rated between D and G on their Energy Performance Certificates (EPCs). Upgrades will include external wall insulation, loft insulation, heat pumps and solar panels. These changes could save the average household £200 a year on their energy bills. The scheme will be available to households in receipt of some means tested benefits, or on a total household

income of less than £30,000. The Council will be working with Hartlepower to promote the scheme and provide energy efficiency advice and guidance.

Work has continued with installers delivering Energy Company Obligation funding to carry out a range of insulation measures and replacement gas boilers and in recognition of this work the Council were awarded "Council of the Year" at the regional Energy Efficiency Association Awards in October.

Through the Warm Homes Funding programme (delivered on our behalf by Stockton Borough Council) free first time central heating has been installed to a number of properties including a significant number at Mariners Point which included working with Northern Gas Networks to put gas connections into the building.

Work is underway on the Green Homes Grant Local Authority Delivery Scheme Phase 2 to deliver energy efficiency improvements to 79 homes. These include loft insulation, external wall insulation, air source heat pumps and solar panels. E.ON have been appointed to deliver this work through their local subcontractors.

Through this work the total number of homes improved through energy efficiency measures up to the end of September 2021 was 323.

Hartlepool Train Station – Second Platform Scheme

It is anticipated that work will start on site for the second platform scheme in Summer 2022, and it is hoped that the platform will be open by June 2023 in time for Tall Ships Races, although the overall project will be completed sometime after this date.

Local Transport Plan

Various schemes/ initiatives have been implemented in recent months as part of the ongoing programme. This has included repairs to Council owned bus shelters, contributions toward the Local Cycling and Walking Infrastructure Plan (A689 Queens meadow to Wolviston); Signage Improvements including vehicle activated signage on A689 & A179; refurbishment works to West side / Basement car parks and street lighting column upgrades on West View Road and Catcote Road.

Footpaths

Several footpath resurfacing schemes completed, totalling approximately 2,243m². Locations include St. David's Walk, Thomlinson Road, College Close in Dalton Piercy, Dalton Piercy to the A19, Butts Lane in Hart, South View in Hart and North Lane in Elwick.

Hartlepool will be a place that has an inclusive and growing economy.

Business Support

The Economic Growth and Regeneration Team at the Council continue to provide tailored and specialist assistance to businesses that are starting, growing or relocating in Hartlepool. In January 2022 the Team supported the first ever

Hartlepool Restaurant Week to promote local hospitality businesses with 21 venues taking part.

The Omicron Hospitality and Leisure grant was introduced by Government and went live during January. Hartlepool was awarded an indicative allocation of £732k and we expect to have in the region of 200 eligible businesses. To date 296 applications have been received but 71 demonstrated systematic fraud which meant they were reported and the application page was amended to cut them off. Of the remaining 225 claims:

- 64 were deemed ineligible
- 103 have been deemed eligible
- 4 were duplicates
- 54 require the gathering of evidence and further consideration

Despite the increased BEIS pre-payment check requirements, 76 have been paid to date with a value of £230,019. In addition our local discretionary scheme went live on the 31st January following a £96,000 top up by government.

Towns Fund

Business case development on the 5 projects is now well underway. The Council is aiming to submit 2 projects in May and the remaining 3 in July for the Government consider. Once they have signed off the projects the grant will be released to enable the Council to move forward to deliver the projects.

Town Centre Masterplan

The Town Centre Masterplan was adopted in November 2021 and sets out a long-term framework for Hartlepool, with individual projects and interventions identified across the town centre. Delivery will need to involve a variety of partner organisations and funding mechanisms including the Towns Fund.

Economic Growth Strategy

The renewal of the Economic Growth Strategy was commissioned in November 2021 and consultation with Hartlepool businesses is currently underway. The new strategy will set the town's economic priorities for recovery and growth for the coming years.

Tall Ships 2023

The countdown to the Tall Ships event has begun and the Hartlepool leg of the 2023 event has been confirmed for Thursday 6 July to Sunday 9 July. Detailed planning is underway and key posts that will work with the Event Director are being recruited to.

Youth Employment Initiative (YEI)

Funding has been secured to extend the YEI programme for a further year until July 2023. The extension will enable economically inactive young people aged 15-29 to continue accessing support. The youth employment rate for Hartlepool is currently 10.5% and whilst that is significantly higher than the national rate of 5.7%, it has fallen over the last 12 months from 14.5%.

Hartlepool will be a place with a Council that is ambitious, fit for purpose and reflects the diversity of its community.

Promotion Campaigns

Over the last 4 months there have been a variety activities undertaken to promote key local and national campaigns and days of importance including the COVID-19 vaccination campaign, COVID-19 grants such as test and trace and hospitality support, Green Flags Award, Volunteer Hartlepool opportunities, World Mental Health Day in October and the Community Hubs rebrand. On Armistice Day in November the Victory Square, Redheugh Gardens and Seaton Carew War Memorials were all lit up in red to allow residents the opportunity to pay tribute to the sacrifices made by Hartlepool's service men and women.

Staff Safety

The safety and wellbeing of our workforce is important and with this in mind the Council have agreed a new Staff Safety Policy and an agreed list of sanctions that can be pursued if the safety or wellbeing of our employees is threatened. A promotional campaign will be undertaken over the next few weeks to demonstrate the Council's commitment to this.

Hybrid Working

When the pandemic hit in March 2020 the Council moved quickly to enable as many employees as possible to work from home. As the pandemic continued it became clear that the changes that had been made to working practices could have longer term benefits for the organisation and for the wellbeing of our employees. In order to hold on to the positive benefits of the new approach the Council is seeking to move towards a model of hybrid working. In order to ensure that all employees had an opportunity to influence the new model of working a pilot approach was introduced in September 2021 and a programme of engagement activity with employees was delivered. The findings of the pilot and engagement exercise are being used to inform the development of hybrid working across the organisation.

Information Communication Technology and Cyber Security

Investment in the Council's ICT infrastructure has been agreed which will see the replacement of VDI units with laptops for employees. Combined with a roll out of Microsoft licences this will enable more effective hybrid working across the organisation.

A Value for Money exercise has been undertaken as part of the review of the ICT contract and this will inform the delivery of the contract over the last 18 months and how performance is measured.

In light of cyber-attacks on other Councils and public sector organisations across the country the Council continues to focus on cyber security improvements in partnership with our ICT provider, NEC (formerly known as Northgate). Regular communications with employees are used as reminders about the potential for cyber-attacks and the action that employees can take to reduce the risk to the organisation.

Consultation and Engagement

The Council's Your Say consultation and engagement platform continues to develop and recent activity has included community hubs, traffic calming schemes, allotments, domestic abuse, Town Deal, Pharmaceutical Needs Assessment, Early Years Strategy, Community Safety Plan and the Face the Public events for the Health and Wellbeing Board and Safer Hartlepool Partnership.

In addition to the public facing element of the platform a Staff Hub has been developed which enables employees to get involved in consultation and engagement activities. Recent activity has included the quarterly workforce survey and engagement on the Hybrid Working Pilot.

Digital Progression

Over the last few years the Council has been developing its digital offer and has been providing increasing opportunities for residents to contact the Council through digital channels. Examples of recent digital projects include applications and bookings for the Household Support Fund, various COVID-19 related grants, flu vaccinations, Christmas tree collections and Hartlepool Holiday Fun programme. At the end of quarter 3 (2021/22) 22,980 self-online accounts had been created and 225,569 transactions had been delivered digitally so far this year.

4.2 Current areas of concern

Whilst good progress is being made on the delivery of the Council Plan there are a number of areas of concern that may impact on future progress including:

- The impact of COVID and cost of living increases on poverty and deprivation across Hartlepool.
- The continued impact of COVID on income across the Council.
- Uncertainty regarding the impact of winter pressures and changes to health and social care funding.
- Capacity within the care home market following the announcement of a care home closure.
- The still awaited national review of Special Education Needs and Disabilities (SEND) which will inform ways in which the system must improve to meet the needs of children with SEND.
- The new statutory requirements of the Environment Act which will have a significant impact on Waste Services.
- The government's indication that it intends to reform the planning system which could require a review of the local plan.
- The legislation that is currently being drafted to place a duty on Local Authorities to produce a serious violence strategy. This will involve joint working with Cleveland Police and other partners to produce a strategy, work plan and identify other serious violence preventative and early intervention measures that may be required.
- Expected legislation regarding the Protect Duty which will impact on most of our service areas. The Publicly Accessible Locations (PAL)

project will start in April this year and will require a significant amount of work the majority of which the Council will need to lead on.

- The interventions required to meet the Government net zero targets in the next 8 years are likely to have significant financial and resource implications for the Council.

4.3 Performance Indicators

The Corporate Management Team is working to identify a suite of Performance Indicators (PIs) that they feel will demonstrate the delivery of the Council Plan. Progress on these PIs and comparison with the local and national average will form part of the Annual Council Plan report that will be brought to Members later in the year. Progress on some local performance indicators have been captured in the narrative above.

4.4 Strategic Risk Register

The Strategic Risk Register sets out the key strategic risks that the Council faces and the areas of concern identified above are reflected within it. Risks within the SRR have been reviewed and the latest full version of the SRR is attached as **Appendix 1** for Finance and Policy Committee's information.

5. RISK IMPLICATIONS

- 5.1 The Council agreed the Risk Management Framework in June 2019 and this ensures that appropriate arrangements are in place for the management of the Council's key strategic risks. Embedding the identification and management of risk supports the achievement of our Council Plan and provides assurance to elected members that these risks are being appropriately managed.
- 5.2 The Council Plan and Strategic Risk Register are monitored regularly to enable early identification and reporting to Members of any emerging risks which might prevent delivery of the strategic priorities identified in the Council Plan.

6. FINANCIAL CONSIDERATIONS

- 6.1 The Council Plan was prepared alongside the Medium Term Financial Strategy and the 5 year Capital Plan as three parts of a single plan to ensure the links between the three are strengthened. In addition, effective risk management arrangements should help improve the use of valuable and limited financial resources.

7. LEGAL CONSIDERATIONS

- 7.1 Whilst the Council Plan is not included in the list of plans and strategies required to be approved or adopted by the Local Authority under Regulation 3 of the Local Authorities (Committee System) (England) Regulations 2012,

it is recommended good practice to do so and therefore is included as part of the Council's Budget and Policy Framework.

8. CONSULTATION

- 8.1 The Council Plan has been informed by extensive consultation including a 4 week consultation exercise in September 2019, a further 5 week consultation starting in January 2020 and a wide ranging consultation over the summer of 2020. This consultation has included Elected Members through Members Seminars on 27th November 2019, 29th January 2020 and 14th July 2020 and through reports to individual Policy Committees in January and February 2020.

9. CHILD AND FAMILY POVERTY

- 9.1 The priorities identified in the Council Plan include work to reduce child and family poverty within Hartlepool. There is no change to the Child and Family Poverty Impact Assessment included within the Council Plan 2021/22 – 2023/24 report to Council on 25th February 2021.

10. EQUALITY AND DIVERSITY CONSIDERATIONS

- 10.1 Since the first equality objectives were published in April 2012 the Council has based them on the strategic objectives set out in our Council Plan. By doing this the Council demonstrates that equality and diversity is a core part of what we do as an organisation and not an add on activity. The Council's vision as set out in the Council Plan sets out our equality objectives. The priorities identified in the Council Plan aim to have a positive impact on the whole population of Hartlepool and those with protected characteristics. There is no change to the Equality Impact Assessment included within the Council Plan 2021/22 – 2023/24 report to Council on 25th February 2021.

11. OTHER CONSIDERATIONS

11.1

Staff Considerations	No implications
Asset Management Considerations	No implications
Environment, Sustainability and Climate Change Considerations	No implications

12. RECOMMENDATIONS

- 12.1 Finance and Policy Committee are requested to note the progress made on the Council Plan 2021-2024 and the updated Strategic Risk Register for the Council.

13. REASONS FOR RECOMMENDATIONS

- 13.1 Finance and Policy Committee have overall responsibility for Performance and Risk Management and are the responsible Committee for a number of service areas contained within the Council Plan.

14. BACKGROUND PAPERS

- 14.1 Council Plan 2021/22 - 2023/24 report to Council on 25th February 2021.

Council Plan 2021-2024 – Progress Update report to Finance and Policy Committee on 15th November 2021.

15. CONTACT OFFICERS

- 15.1 Denise McGuckin
Managing Director
01429 523001
denise.mcguckin@hartlepool.gov.uk

Sign Off:-

Managing Director



Director of Resources and Development



Chief Solicitor





Strategic Risk Register

February 2022

Risk Scoring Matrix:

	IMPACT			
LIKELIHOOD	1 NEGLIGIBLE	2 MINOR	3 MAJOR	4 CRITICAL
4 ALMOST CERTAIN	AMBER 4	RED 8	RED 12	RED 16
3 PROBABLE	GREEN 3	AMBER 6	RED 9	RED 12
2 POSSIBLE	GREEN 2	AMBER 4	AMBER 6	RED 8
1 HARDLY EVER	GREEN 1	GREEN 2	GREEN 3	AMBER 4

HBC Strategic Risk Register

No.	Risk Title	Risk Score	Risk Owner
1	Finance - Failure to deliver a balanced budget leading to a reduction in services provided, damage to reputation and negative impact on the community.	8	Chris Little
2	Workforce - The skills, expertise, wellbeing, performance and overall size of the workforce available may not be sufficient to support the overall aims of the organisation resulting in the failure to deliver services.	6	Claire McLaren
3	Communication and Engagement – Failure to deliver effective communication, consultation and engagement could impact adversely on the Council’s reputation and ability to deliver plans and strategies.	6	Claire McLaren
4	Health and Safety - Failure to comply with Health and Safety legislation and ensure appropriate risk controls are in place to ensure the health, safety and wellbeing of individuals at work and those who may be affected by our act or omission.	8	Claire McLaren
5	Information Governance and Cyber Security - Failure to comply with legislation and ensure appropriate system safeguards to ensure the confidentiality, integrity and availability of personal and corporate information and data leading to data loss, cyber-attacks, legal proceedings and significant financial penalties.	8	Claire McLaren
6	Information Technology – Failure to provide a resilient and responsive ICT infrastructure leading to ineffective service delivery or the loss of services.	8	Claire McLaren
7	Children and Young People – Failure to improve life chances, provide opportunities for education for children and young people particularly those whose circumstances make them vulnerable to poor outcomes.	9	Sally Robinson
8	Drugs and Alcohol – Failure of the drugs and alcohol addiction services to prevent, treat and provide recovery for those with substance misuse problems in Hartlepool.	9	Craig Blundred

9	Safeguarding children – Failure to protect children and young people from harm and promote their welfare.	8	Jane Young
10	Market failure and sufficiency of provision – Provider failure within residential or non-residential care leading to insufficient capacity to support vulnerable adults appropriately.	6	Danielle Swainston
11	Adult Safeguarding – Failure to protect an adult’s right to live in safety, free from abuse and neglect.	6	John Lovatt
12	Access to Leisure, Community and Preventative services - Failure to engage the at risk population in preventative, cultural, leisure and community based activities could impact on demand led services.	6	Gemma Ptak
13	Highways and Flood Defences – Failure to maintain the Borough Highway infrastructure and protect areas from flooding risks could impact on the economy and quality of life.	6	Kieran Bostock
14	Community Safety - Failure to provide a safer Hartlepool where residents and visitors can live free from crime, fear of crime and anti-social behaviour could impact on quality of life and tourism.	6	Sylvia Pinkney
15	Waste Management - Council are unable to collect and dispose of all household waste within existing financial resources.	9	Kieran Bostock
16	Business Continuity - Failure to provide Council services as a result of disruption to the normal day to day activities.	8	Sylvia Pinkney
17	Economic Regeneration – Failure to encourage regeneration, support enterprise, reduce unemployment and grow new and existing businesses could impact adversely on the sustainability of Hartlepool.	6	Bev Bearne
18	Housing – Failure to address the housing requirements of the borough and provide affordable, high-quality housing.	6	Bev Bearne / Kieran Bostock / Danielle Swainston

RISK TITLE:	Finance - Failure to deliver a balanced budget leading to a reduction in services provided, damage to reputation and negative impact on the community.
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DETAILED DESCRIPTION OF CURRENT RISK:		
CAUSES - what could make it happen?	IMPLICATIONS - what impact would it have if it did?	EXISTING INTERNAL CONTROLS – what are we already doing to reduce the likelihood and/or impact of it happening?
<p>Changes in government funding leading to the necessity to deliver savings, cuts and efficiencies.</p> <p>Council Tax not increased in line with government referendum limits including the Adult Social Care precept.</p> <p>Individual service pressures for example rising number of looked after children; increasing demands on Adults' services.</p> <p>Higher national pay awards and / or inflation than forecast.</p> <p>Permanent reduction in business rates base – e.g. Power Station and economic impact of Covid pandemic.</p> <p>Impact of inflation on capital programme costs.</p> <p>Political uncertainty – national and local.</p>	<p>Potentially a significant impact on reputation, service delivery, and achievement of Council objectives.</p> <p>Service cuts, redundancies, Section 114 notice etc.</p>	<p>Prepare and deliver a balanced and sustainable Medium Term Financial Strategy including the Capital Strategy and Reserve Strategy.</p> <p>Ongoing monitoring and delivery of savings and efficiency targets.</p> <p>Maximise and safeguard income for the council, including effective treasury management strategy, debt recovery, maximise funding opportunities.</p> <p>Timely and effective financial performance reporting and monitoring.</p> <p>Good understanding and interpretation of changes to funding regimes and analysis of the Government annual budget statements.</p> <p>Robust governance framework.</p> <p>Compliance with relevant accounting principles and standards to satisfy legislative and regulatory requirements.</p> <p>Capital programme monitoring arrangements in place and capital contingency built in to 2022/23 MTFs.</p>

CURRENT RISK ASSESSMENT:					
RISK MATRIX		IMPACT			
		NEGLIGIBLE	MINOR	MAJOR	CRITICAL
LIKELIHOOD	ALMOST CERTAIN				
	PROBABLE				
	POSSIBLE				8
	HARDLY EVER				

RESPONSIBLE OFFICER	Chris Little
DIVISION	Finance
DEPARTMENT	Resources and Development Department
DATE OF ASSESSMENT	February 2022

ADDITIONAL CONTROLS TO BE PUT IN PLACE:			
ADDITIONAL CONTROL	WHAT NEEDS TO BE DONE? (ACTION)	LEAD OFFICER	DUE DATE
Being prepared to respond quickly to future changes	Close monitoring of future changes to Local Government Finance.	Chris Little	March 2022
	Agree savings programme for 2023/4 – 2024/5.	Denise McGuckin	December 2022
	Monitor delivery of savings programme.	Chris Little	March 2025

RISK TITLE:	Workforce - The skills, expertise, wellbeing, performance, and overall size of the workforce available may not be sufficient to support the overall aims of the organisation resulting in the failure to deliver services.	
DETAILED DESCRIPTION OF CURRENT RISK:		
CAUSES - what could make it happen?	IMPLICATIONS - what impact would it have if it did?	EXISTING INTERNAL CONTROLS – what are we already doing to reduce the likelihood and/or impact of it happening?
<p>The necessity to deliver savings and efficiencies has resulted in a reduced workforce.</p> <p>Loss of experienced staff due to retirement, ill health, lack of development opportunities or due to concerns about job security caused by continuing reductions in staffing levels.</p> <p>Recruitment and selection difficulties; attracting applicants to the public sector/Local Government.</p> <p>Recruitment and retention difficulties resulting from an inability to compete in the local/national labour markets if pay levels continue to be suppressed.</p>	<p>Failure to maintain staffing levels, and failure to develop staff performance/Council services, resulting in reduced service delivery impacting on the lives and wellbeing of the Hartlepool community.</p> <p>Increased workloads leading to inefficiencies, increased sickness absence and impact on staff wellbeing and general discontent.</p> <p>Reputational damage.</p> <p>Failure to attract and maintain external contracts resulting in reduced income generation.</p>	<p>Availability of up to date HR policies and procedures, in line with legislative requirements and the strategic aims of the Council.</p> <p>Recruitment and retention of quality staff ensures that the organisation has the necessary knowledge, skills and experience to achieve its objectives.</p> <p>Support the development of Apprenticeships, volunteering opportunities and work experience within the Council.</p> <p>Accurate and timely payment of all employee salaries and administration of all deductions from pay.</p> <p>Administration of pension service.</p> <p>Advisory services providing advice, guidance and support in all employment matters.</p> <p>Support provided to the programme of organisational and structural change being delivered to meet the financial challenge, including service reviews and redundancies.</p> <p>Trade Union negotiation and consultation.</p> <p>Absence management and reporting.</p>

		<p>Management of Health and Wellbeing contracts, including Occupational Health and Counselling (emergency only) to support the wellbeing of the workforce preventing and supporting the management of sickness absence.</p> <p>Management and administration of employee benefits.</p> <p>Workforce planning, including the Council's values and behavioural standards, succession planning, pay and reward.</p> <p>Employee development and engagement to further enhance the skills and capacity of our workforce.</p> <p>Support the development of the Council's Digital Strategy through My View and HR Dashboard for employee and managers to access and manage employee information.</p> <p>Support the health of the workforce through the Council's Health & Wellbeing of the Workforce Programme.</p>
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CURRENT RISK ASSESSMENT:					
RISK MATRIX		IMPACT			
		NEGLIGIBLE	MINOR	MAJOR	CRITICAL
LIKELIHOOD	ALMOST CERTAIN				
	PROBABLE				
	POSSIBLE			6	
	HARDLY EVER				

RESPONSIBLE OFFICER	Claire McLaren
DIVISION	Corporate Services
DEPARTMENT	Resources and Development Department
DATE OF ASSESSMENT	February 2022

RISK TITLE:	Communication and Engagement – Failure to deliver effective communication, consultation and engagement could impact adversely on the Council's reputation and ability to deliver plans and strategies.
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DETAILED DESCRIPTION OF CURRENT RISK:		
CAUSES - what could make it happen?	IMPLICATIONS - what impact would it have if it did?	EXISTING INTERNAL CONTROLS – what are we already doing to reduce the likelihood and/or impact of it happening?
<p>Failure to respond effectively to public relations / media.</p> <p>Poor partnership working and media relations.</p> <p>Lack of marketing and communication skills.</p> <p>Technology failure.</p> <p>Not effectively engaging with the public so that their views are heard.</p> <p>Negative news stories coming from poor local performance.</p> <p>Failure of staff and elected members to uphold the Nolan principles (In particular the principle of accountability where holders of public office are accountable to the public for their decisions and actions and must submit themselves to the scrutiny necessary to ensure this.)</p>	<p>Poor image, public discontent and reputational damage.</p> <p>Failure to attract investment and visitors to the town leading to loss of jobs and/or economic hardship.</p> <p>Difficulties in attracting and retaining staff.</p> <p>Poor staff morale and employee engagement.</p>	<p>Annual Communications Plan.</p> <p>Love Hartlepool campaign in collaboration with partners from across Hartlepool.</p> <p>Ongoing website and social media including Facebook, Instagram and Twitter development.</p> <p>Proactive communications.</p> <p>HR policies and procedures (Code of Conduct, Values).</p> <p>Internal communications and staff engagement work including development of the Staff Hub</p> <p>Public engagement and consultation activities including Face the Public events and the Your Say online consultation platform.</p>

CURRENT RISK ASSESSMENT:					
RISK MATRIX		IMPACT			
		NEGLIGIBLE	MINOR	MAJOR	CRITICAL
LIKELIHOOD	ALMOST CERTAIN				
	PROBABLE				
	POSSIBLE			6	
	HARDLY EVER				

RESPONSIBLE OFFICER	Claire McLaren
DIVISION	Corporate Services
DEPARTMENT	Resource and Development Department
DATE OF ASSESSMENT	February 2022

RISK TITLE:	Health & Safety - Failure to comply with Health and Safety legislation and ensure appropriate risk controls are in place to ensure the health safety and wellbeing of individuals at work and those who may be affected by our act or omission.
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DETAILED DESCRIPTION OF CURRENT RISK:		
CAUSES - what could make it happen?	IMPLICATIONS - what impact would it have if it did?	EXISTING INTERNAL CONTROLS – what are we already doing to reduce the likelihood and/or impact of it happening?
<p>Non-compliance with legislation, government guidance and best practice standards</p> <p>Failure to maintain corporate Health and Safety Policy standards</p> <p>Poorly communicated policies and procedures leading to senior leaders, managers and employees not being aware of their individual Health and Safety roles and responsibilities</p> <p>Lack of incident reporting and a low near miss to accident reporting ratio</p> <p>Failure to correctly monitor employees health for those exposed to hazardous substances such as HAVS</p> <p>Lack of available resources to manage health and safety on day to day basis</p> <p>Lack of suitable training for staff appropriate to the level of the requirements to manage health and safety at work</p>	<p>Risk to life, including: Fatality, injury, ill health</p> <p>Prosecution under the Health and Safety at Work Act 1974, The Regulatory Reform (Fire Safety) Order 2005, the Occupiers' Liability Act for breach of statutory duty and accompanying regulations.</p> <p>Costs arising from other enforcement actions.</p> <p>Fees for intervention by enforcing authority, such as the HSE. Currently £154 per hour.</p> <p>Torte of negligence (Civil Claim).</p> <p>Fines from prosecution, maximum fine is unlimited; custodial sentences, up to a maximum of 18 years for gross negligence manslaughter; indirect incurred legal costs.</p> <p>Insurance costs; compensation award; excess payments, levied by the insurance company; raised insurance premiums.</p> <p>Costs to the reputation of Hartlepool Borough Council.</p> <p>Indirect costs such as costs arising from investigations, retraining and developing systems.</p>	<p>Corporate Health and Safety Policy</p> <p>Accompanying Health and Safety Policies</p> <p>Employing a qualified Health, Safety and Risk Manager and Health and Safety team to provide advice and assistance to ensure that directors, manager and employees are aware of their responsibilities under health and safety legislation and to ensure that health and safety standards are adequately maintained.</p> <p>Corporate and departmental H&S committees to ensure that managers and trade union representatives are consulted on matters of health and safety</p> <p>CMT oversight in place through quarterly reporting arrangements.</p> <p>An online incident reporting system including near miss reporting system</p> <p>H&S training catalogue, available through the workforce development programme and free to all employees</p> <p>Induction checklist with H&S instructions</p>

<p>Lack of suitable work place maintenance programmes and condition surveys</p> <p>Lack of suitable health and safety audits, fire risk assessment and inspection programmes to identify health and safety risks across the work force</p>	<p>Loss of income.</p> <p>Costs arising from loss or damage of plant or property</p>	<p>H&S audit programme conducted by the HS&R team to ensure that H&S performance standards are maintained</p> <p>Unannounced site safety inspections conducted by the H&S team to ensure compliance with safety legislation</p> <p>Director appointed to provide resources for H&S safety</p> <p>Monitoring in place for high risk actions including HSE improvement notice actions.</p>
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CURRENT RISK ASSESSMENT:					
RISK MATRIX		IMPACT			
		NEGLIGIBLE	MINOR	MAJOR	CRITICAL
LIKELIHOOD	ALMOST CERTAIN				
	PROBABLE				
	POSSIBLE				8
	HARDLY EVER				

RESPONSIBLE OFFICER	Claire McLaren
DIVISION	Corporate Services
DEPARTMENT	Resources and Development Department
DATE OF ASSESSMENT	February 2022

ADDITIONAL CONTROLS TO BE PUT IN PLACE:			
ADDITIONAL CONTROL	WHAT NEEDS TO BE DONE? (ACTION)	LEAD OFFICER	DUE DATE
Risk Management Group that has been established to meet fortnightly is working well.	Review the Risk Management Group to ensure it has appropriate membership and is having a demonstrable impact on improving health and safety.	Claire McLaren	March 2023

RISK TITLE:	Information Governance and Cyber Security - Failure to comply with legislation and ensure appropriate system safeguards to ensure the confidentiality, integrity and availability of personal and corporate information and data leading to data loss, cyber-attacks, legal proceedings and significant financial penalties.	
DETAILED DESCRIPTION OF CURRENT RISK:		
CAUSES - what could make it happen?	IMPLICATIONS - what impact would it have if it did?	EXISTING INTERNAL CONTROLS – what are we already doing to reduce the likelihood and/or impact of it happening?
Non-compliance with legislation and best practice standards. Human error. Deliberate attack. System failure.	If the Council does not effectively manage personal data, a penalty of up to £0.5m may be levied by the Information Commissioner. Detrimental impact on end user/customer. Service disruption. Potentially major reputational damage.	Compliance with legislation and information publication requirements. Information management policies, strategies, processes and procedures and associated staff training (mandatory). Data Security and Protection (DPS) Toolkit. Regular monitoring of information governance by Corporate Information Governance Group with all Department’s represented and chaired by an Assistant Director. Mandatory for all staff to undertaken IG training once a year – alternating face-to-face and e-learning. Automatic email encryption where TLS certificates exist. Encryption of removable media – laptops, tablets, USB devices. Security of our system monitored by NEC and reported to HBC monthly through Operations Board. 8 weekly meetings with NEC re Cyber security.

		<p>Information security incident management process incorporating lessons learned improvement action plans.</p> <p>Internal arrangements for the secure disposal of information through shredding.</p> <p>Anycomms secure file transfer between HBC and its partner organisations.</p> <p>Business continuity arrangements in place covering availability of information systems.</p> <p>Cyber security is a standing item on the agenda for the corporate Business Continuity Group.</p> <p>Regular application of security patches and updates to system.</p>
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CURRENT RISK ASSESSMENT:					
RISK MATRIX		IMPACT			
		NEGLIGIBLE	MINOR	MAJOR	CRITICAL
LIKELIHOOD	ALMOST CERTAIN				
	PROBABLE				
	POSSIBLE				8
	HARDLY EVER				

RESPONSIBLE OFFICER	Claire McLaren
DIVISION	Corporate Services
DEPARTMENT	Resources and Development Department
DATE OF ASSESSMENT	February 2022

ADDITIONAL CONTROLS TO BE PUT IN PLACE:			
ADDITIONAL CONTROL	WHAT NEEDS TO BE DONE? (ACTION)	LEAD OFFICER	DUE DATE
Access support from external bodies to review and ensure our approach to cybersecurity and information governance is up to date with current best practice.	Work with the Department for Levelling Up, Housing and Communities (DLUHC) to review cyber security arrangements.	Claire McLaren	December 2022
	Utilise LGA funding to review cyber security arrangements.	Claire McLaren	December 2022

RISK TITLE:	Information Technology - Failure to provide a resilient, flexible and responsive ICT infrastructure leading to ineffective service delivery or the loss of services.
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DETAILED DESCRIPTION OF CURRENT RISK:		
CAUSES - what could make it happen?	IMPLICATIONS - what impact would it have if it did?	EXISTING INTERNAL CONTROLS – what are we already doing to reduce the likelihood and/or impact of it happening?
<p>Out of date equipment, software and technology.</p> <p>Lack of robust disaster recovery, business continuity and cyber-crime plans.</p> <p>Environmental threats.</p> <p>Lack of CICT staff knowledge and expertise.</p> <p>Lack of general ICT knowledge and expertise of all staff.</p> <p>Poor user awareness of threats.</p> <p>Failure to protect our ICT assets.</p> <p>Poor contract management of outsourced ICT service and/or collapse of provider.</p> <p>Lack of suitable ICT provider.</p>	<p>Negative impact on productivity and availability of services.</p> <p>Failure to ensure security of personal data.</p> <p>Failure to comply with legislation.</p>	<p>Relevant information security policies and training in place.</p> <p>8 Weekly Cyber Security meetings with NPS which highlight any potential threats to the network</p> <p>Work From Anywhere (WFA) project to introduce a solution to support staff without mobile devices and provide Business Continuity options.</p> <p>Self-help/training videos on intranet support staff 24/7</p> <p>Monthly Operations Board meetings with NPS to monitor Contract and Service issues</p> <p>Dedicated and skilled CICT Team</p> <p>Microsoft office buyout to avoid excessive increase in IT costs</p> <p>Quarterly Partnership Board - manages contract at strategic level</p>

		<p>Project underway to replace existing VDI infrastructure with laptops/small form factor PCs to remove associated risk of old technology.</p> <p>Value for Money (VFM) review completed on existing contract with ICT provider NEC.</p>
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CURRENT RISK ASSESSMENT:					
RISK MATRIX		IMPACT			
		NEGLECTIBLE	MINOR	MAJOR	CRITICAL
LIKELIHOOD	ALMOST CERTAIN				
	PROBABLE				
	POSSIBLE				8
	HARDLY EVER				

RESPONSIBLE OFFICER	Claire McLaren
DIVISION	Corporate Services
DEPARTMENT	Resources and Development Department
DATE OF ASSESSMENT	February 2022

ADDITIONAL CONTROLS TO BE PUT IN PLACE:			
ADDITIONAL CONTROL	WHAT NEEDS TO BE DONE? (ACTION)	LEAD OFFICER	DUE DATE
Implement findings of VFM review to end of current contract in October 2023.	Tighten contract management arrangements.	Claire McLaren	December 2022
	Develop new performance measures to reflect the findings of the VFM review.	Claire McLaren	December 2022
	Amend current service delivery model to reflect VFM findings.	Claire McLaren	December 2022

RISK TITLE:	Children and young people - Failure to improve life chances, provide opportunities for education for children and young people particularly those whose circumstances make them vulnerable to poor outcomes
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DETAILED DESCRIPTION OF CURRENT RISK:		
CAUSES - what could make it happen?	IMPLICATIONS - what impact would it have if it did?	EXISTING INTERNAL CONTROLS – what are we already doing to reduce the likelihood and/or impact of it happening?
Failure to promote life chances for a child or young person due to: <ul style="list-style-type: none"> • Lack of investment and/or public sector cuts impacting upon capacity of schools, health services and local authorities to deliver services that meet need and improve life chances. • Lack of educational opportunities • Lack of access to community health services • Lack of opportunities to develop life skills 	Ineffective support and opportunities for children can result in significant implications for the future life chances, increasing the risk of them being dependent on the state throughout their adult life, for example: <ul style="list-style-type: none"> - Worklessness - Mental health needs - Drug and alcohol dependency - Entering the criminal justice system. 	<ul style="list-style-type: none"> • Education Improvement Strategy • Child and Family Poverty Plan • 0-19 service and pathways • Early help offer • Using all opportunities to influence policy makers on impact of austerity for children and young people in Hartlepool.

CURRENT RISK ASSESSMENT:					
RISK MATRIX		IMPACT			
		NEGLIGIBLE	MINOR	MAJOR	CRITICAL
LIKELIHOOD	ALMOST CERTAIN				
	PROBABLE			9	
	POSSIBLE				

RESPONSIBLE OFFICER	Sally Robinson
DIVISION	Children's and Joint Commissioning Services
DEPARTMENT	Children's and Joint Commissioning Services
DATE OF ASSESSMENT	January 2022

	HARDLY EVER				
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ADDITIONAL CONTROLS TO BE PUT IN PLACE:			
ADDITIONAL CONTROL	WHAT NEEDS TO BE DONE? (ACTION)	LEAD OFFICER	DUE DATE
Education Improvement Strategy	Implement EIS	Amanda Whitehead	March 2022
	Ongoing support to schools via School Improvement Strategy	Amanda Whitehead	March 2022
SEND Improvement Plan	Carry out High Needs Block Review	Danielle Swainston	March 2022
	Implementation of SEND strategy	Danielle Swainston	March 2022
Health and Wellbeing Strategy	Implement Starting Well (Health and Wellbeing Strategy)	Craig Blundred	March 2022
	0-19 pathways regularly reviewed	Craig Blundred	March 2022
Early Help offer	Implement Integrated Early Help plan	Jane Young	December 2022
	Implement Workforce programme for Early Help workforce	Jane Young	December 2022
Work across partners to reduce duplication and maximise effective use of resources.	Implement opportunities for joint commissioning, collaboration and shared services	Children's & Joint Commissioning Services Departmental Management Team	March 2022

RISK TITLE:	Drugs and Alcohol - Failure of the Drugs and Alcohol addiction services to prevent , treat and provide recovery for those with substance misuse problems in Hartlepool
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DETAILED DESCRIPTION OF CURRENT RISK:		
CAUSES - what could make it happen?	IMPLICATIONS - what impact would it have if it did?	EXISTING INTERNAL CONTROLS – what are we already doing to reduce the likelihood and/or impact of it happening?
<ul style="list-style-type: none"> Failure to break intergenerational cycles of drug and alcohol misuse in Hartlepool Failure of the service to fully engage with the at a risk population Failure of the service to deliver an evidenced based model of treatment and addiction recovery Failure to increase capacity, resources and expertise to meet the level of need 	<ul style="list-style-type: none"> Continuing increase in the prevalence of substance misuse in Hartlepool leading to Increased prevalence of ACEs, children suffering significant harm and crime At risk population do not receive appropriate levels of treatment and behavioural support with increasing numbers failing to achieve a sustained recovery Increased incidence of drug related deaths. 	<ul style="list-style-type: none"> Health and Wellbeing Board Safer Hartlepool Partnership Systematic review of Drug Related Deaths. 0 to 19 service and pathways

CURRENT RISK ASSESSMENT:					
RISK MATRIX		IMPACT			
		NEGLECTIBLE	MINOR	MAJOR	CRITICAL
LIKELIHOOD	ALMOST CERTAIN				
	PROBABLE			9	
	POSSIBLE				
	HARDLY EVER				

RESPONSIBLE OFFICER	Craig Blundred
DIVISION	Children's and commissioning
DEPARTMENT	Public Health
DATE OF ASSESSMENT	February 2022

ADDITIONAL CONTROLS TO BE PUT IN PLACE:			
ADDITIONAL CONTROL	WHAT NEEDS TO BE DONE? (ACTION)	LEAD OFFICER	DUE DATE
The development of a strategy for substance misuse with clear vision, objectives and outcomes identified	Implement the strategy to be performance monitored and managed by strategic governance group	Craig Blundred	March 2022
Implement DRD learning process	Develop multi agency processes to review all DRD and near misses	Craig Blundred	March 2022
Outcome review for strategy	Monitor and review outcomes in the action plan associated with the strategy	Craig Blundred	March 2023
Annual review of DRD process	Review the outcomes of the DRD process and identify key learning and report to strategic governance group	Craig Blundred	March 2023

RISK TITLE:	Safeguarding children - Failure to protect children and young people from harm and promote their welfare	
DETAILED DESCRIPTION OF CURRENT RISK:		
CAUSES - what could make it happen?	IMPLICATIONS - what impact would it have if it did?	EXISTING INTERNAL CONTROLS – what are we already doing to reduce the likelihood and/or impact of it happening?
Failure to protect a child or young person and promote their welfare due to: <ul style="list-style-type: none">Increased demand and consequent capacity within the services to respond.Failing in policies/ proceduresFailure in partnership workingLack of the required skills, knowledge, expertise and resources within the service to meet need.	<ul style="list-style-type: none">Ineffective safeguarding leaves children at risk of harm.Children and young people do not experience safe, consistent, stable care, leading to increased risks of poor adult outcomes.Significant implications for reputation of the organisation.	<ul style="list-style-type: none">Policies and procedures in placePractice manual regularly reviewed and updatedPerformance Management and Quality assurance cycleManagement oversight and supervisionWorkforce Development programmeStaff BriefingsHSSCPTees Procedure meetingsEffective commissioning arrangements with clear service specifications and robust and regular monitoring and review

CURRENT RISK ASSESSMENT:					
RISK MATRIX		IMPACT			
		NEGLIGIBLE	MINOR	MAJOR	CRITICAL
LIKELIHOOD	ALMOST CERTAIN				
	PROBABLE				
	POSSIBLE				8
	HARDLY EVER				

RESPONSIBLE OFFICER	Jane Young
DIVISION	Children and Families
DEPARTMENT	Children's and Joint Commissioning Services
DATE OF ASSESSMENT	January 2022

ADDITIONAL CONTROLS TO BE PUT IN PLACE:			
ADDITIONAL CONTROL	WHAT NEEDS TO BE DONE? (ACTION)	LEAD OFFICER	DUE DATE
Leaders and members have improved oversight and, therefore, able to prioritise service	Strengthen the visibility of performance management reporting and risk management.	Jane Young	September 2022
Continuous improvement in assessment planning, implementation and review of the needs of children and young people	Performance management in place with audits cycle to review practice	Jane Young	December 2022
	Managers oversee timescales and quality of APIR process	Jane Young	December 2022

RISK TITLE:	Market failure and sufficiency of provision - Provider failure within residential or non-residential care leading to insufficient capacity to support vulnerable adults appropriately.	
DETAILED DESCRIPTION OF CURRENT RISK:		
CAUSES - what could make it happen?	IMPLICATIONS - what impact would it have if it did?	EXISTING INTERNAL CONTROLS – what are we already doing to reduce the likelihood and/or impact of it happening?
<ul style="list-style-type: none">• Action taken by the regulator to stop a service from operating.• Provider decides to close or change focus of provision.• Provider cannot operate due to financial viability.• Commissioned services not able to provide high quality services.	<ul style="list-style-type: none">• Service for vulnerable adults ceasing at short notice.• Services unavailable to meet assessed need placing people at risk of harm.• Vulnerable adults need to be moved to different provision which is detrimental to their health and wellbeing and creates significant pressure for operational services.• Insufficient provision for older people can result in increased Delayed Transfers of Care, creating pressures across the wider health and care system.• Increase in out of area placements if there is insufficient provision locally.• Non–residential provision is not able to meet need therefore vulnerable adults have to access residential care which would place significant pressure on existing provision.• Reputational damage to the Council if services cannot be provided within Hartlepool to meet local needs.	<ul style="list-style-type: none">• Regional agreement/ process to share information re: commissioned provision intelligence which highlights any emerging risks.• Regular contract meetings with providers to understand their current performance and business position.• Robust commissioning arrangements – financial checks undertaken.• Regional protocol for responding to market failure.• Good relationships with partners e.g. CCG for information to be shared to highlight any early issues that can be planned for.• Commissioning link officers for all providers – regular visits from link officers.• Good relationship with CQC – regular updates.• Bi monthly regional commissioning meetings – share best practice and intelligence on providers across the region• Regular committee reports to inform members of market position• High quality data and information available which if a provider closes can be used to ensure that the best provision is identified

CURRENT RISK ASSESSMENT:					
RISK MATRIX		IMPACT			
		NEGLIGIBLE	MINOR	MAJOR	CRITICAL
LIKELIHOOD	ALMOST CERTAIN				
	PROBABLE				
	POSSIBLE			6	
	HARDLY EVER				

RESPONSIBLE OFFICER	Danielle Swainston
DIVISION	Joint Commissioning
DEPARTMENT	Children's and Joint Commissioning Services
DATE OF ASSESSMENT	January 2022

RISK TITLE:	Adult safeguarding - Failure to protect an adult’s right to live in safety, free from abuse and neglect.	
DETAILED DESCRIPTION OF CURRENT RISK:		
CAUSES - what could make it happen?	IMPLICATIONS - what impact would it have if it did?	EXISTING INTERNAL CONTROLS – what are we already doing to reduce the likelihood and/or impact of it happening?
Failure to protect an adult from death or serious harm as a result of increased referral activity and workload pressures, leading to either a failing in policies / procedures, personnel or partnerships.	Ineffective safeguarding has potentially critical implications for individuals (vulnerable adults, responsible officers/Members), and the reputation of the organisation.	<p>Adult safeguarding alerts / referrals are managed in a timely manner.</p> <p>Head of Service role has been created and there is a fully staffed, dedicated Adult Safeguarding Team. Relevant training is provided to all staff involved in adult safeguarding.</p> <p>The Teeswide Safeguarding Adults Board (TSAB) is the statutory body that sets the strategic direction for safeguarding and approves and updates all policies and procedures. HBC is represented on the Board and all sub groups.</p> <p>The Quality Assurance Framework (QAF) is completed by a number of peers from other local authorities and other statutory bodies, e.g. the Police. This is linked to the guiding principles of the Care Act.</p> <p>New legislation (Domestic Abuse Act) is now in place to help deal with the increase in domestic abuse.</p> <p>There are a range of multi-agency arrangements in place at Teeswide and local level to share information and support the safeguarding of vulnerable adults including:</p> <ul style="list-style-type: none">• Multi Agency Risk Assessment Conference• Multi Agency Tasking & Coordination• Integrated Community Safety Team• Ensure all providers have up to date training for their staff in identifying, dealing with and reporting Safeguarding issues

CURRENT RISK ASSESSMENT:					
RISK MATRIX		IMPACT			
		NEGLIGIBLE	MINOR	MAJOR	CRITICAL
LIKELIHOOD	ALMOST CERTAIN				
	PROBABLE				
	POSSIBLE			6	
	HARDLY EVER				

RESPONSIBLE OFFICER	John Lovatt
DIVISION	Adult Social Care
DEPARTMENT	Adults and Community Based Services
DATE OF ASSESSMENT	February 2022

RISK TITLE:	Access to Leisure, Community and Preventative Services – Failure to engage the at risk population in preventative, cultural, leisure and community based activities could impact on demand led services.	
DETAILED DESCRIPTION OF CURRENT RISK:		
CAUSES - what could make it happen?	IMPLICATIONS - what impact would it have if it did?	EXISTING INTERNAL CONTROLS – what are we already doing to reduce the likelihood and/or impact of it happening?
<ul style="list-style-type: none">• Unable to operate buildings due to lack of financial resource including capital investment.• Unable to operate buildings due to lack of staff resource.• Insufficient investment in the redevelopment of leisure and community assets.• Lack of investment in preventative services and financial resource being allocated to treatment/crisis/social care services.	<ul style="list-style-type: none">• Lack of investment could result in moth balling facilities or selling/leasing to other organisations.• Unable to retain high quality staff to support long term delivery of services.• Existing assets are ageing and in need of investment or replacing. Without investment it will be increasingly challenging to maintain an offer for the whole population.• Demand will increase and further resources will be committed to treatment / crisis responses rather than investing in prevention.	<ul style="list-style-type: none">• Planned maintenance programme.• External funding opportunities are being explored.• Social Capital opportunities are being explored• Empowering communities to create their own opportunities.• Working with VCS organisations to support the delivery of community priorities.• Demonstrating to internal and external partners the difference preventative work can make to the economy.

CURRENT RISK ASSESSMENT:					
RISK MATRIX		IMPACT			
		NEGLIGIBLE	MINOR	MAJOR	CRITICAL
LIKELIHOOD	ALMOST CERTAIN				
	PROBABLE				
	POSSIBLE			6	
	HARDLY EVER				

RESPONSIBLE OFFICER	Gemma Ptak
DIVISION	Preventative and Community Based Services
DEPARTMENT	Adult and Community Based Services
DATE OF ASSESSMENT	February 2022

RISK TITLE:	Highways and Flood Defences – Failure to maintain the Borough Highway infrastructure and protect areas from flooding risks could impact on the economy and quality of life.
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DETAILED DESCRIPTION OF CURRENT RISK:		
CAUSES - what could make it happen?	IMPLICATIONS - what impact would it have if it did?	EXISTING INTERNAL CONTROLS – what are we already doing to reduce the likelihood and/or impact of it happening?
<ul style="list-style-type: none"> • Lack of investment in infrastructure. • Deterioration of the highway due to extreme weather. • Escalating costs for schemes. • Loss of key personnel. • Quality of work issues. • Storm intensity exceeding the design capacity of the drainage network. • Climate Change leading to more unexpected and severe weather events such as storm surges, heavy rainfall, etc. 	<ul style="list-style-type: none"> • Financial. • Reputation. • Legal. • Health and safety issues where infrastructure cannot be fixed or upgraded. 	<ul style="list-style-type: none"> • Established inspection regimes and policies for both highways and flood/coastal protection assets. • Regular monitoring meetings with insurance officers to assess position. • Regular review on inspection frequencies in conjunction with insurance section to determine policy outcomes. • Use HBC procurement process to ensure robust costs estimates. • Work closely with contractors to ensure deliverable schemes are developed. • Existing Transport Policy in Local Transport Plan. • Programme of installation of dropped kerbs. Programme of installation of low floor bus infrastructure. • Weather warnings provided by Met Office enabling advanced planning to be undertaken.

CURRENT RISK ASSESSMENT:					
RISK MATRIX		IMPACT			
		NEGLIGIBLE	MINOR	MAJOR	CRITICAL
LIKELIHOOD	ALMOST CERTAIN				
	PROBABLE		6		
	POSSIBLE				
	HARDLY EVER				

RESPONSIBLE OFFICER	Kieran Bostock
DIVISION	Place Management
DEPARTMENT	Neighbourhoods and Regulatory Department
DATE OF ASSESSMENT	February 2022

RISK TITLE:	Community Safety - Failure to provide a safer Hartlepool where residents and visitors can live free from crime, fear of crime and anti-social behaviour could impact on quality of life and tourism.
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DETAILED DESCRIPTION OF CURRENT RISK:		
CAUSES - what could make it happen?	IMPLICATIONS - what impact would it have if it did?	EXISTING INTERNAL CONTROLS – what are we already doing to reduce the likelihood and/or impact of it happening?
<ul style="list-style-type: none"> • CCTV service unable to operate without access to Civic Centre. • Lack of partnership approach by agencies. • Reduced resources within the police and fire authority. • Lack of scrutiny from Safer Hartlepool Partnership. 	<ul style="list-style-type: none"> • Financial. • Reputation. • Legal. 	<ul style="list-style-type: none"> • Other services could function with remote access to systems. • Footage could be viewed from other locations however cameras would be static. • Regular liaison with Police and Fire Brigade. • Joint working regularly carried out through the Hartlepool Community Safety Team. • All partner agencies work to same strategies in Safer Hartlepool Partnership. • Audit and Governance community safety statutory role.

CURRENT RISK ASSESSMENT:					
RISK MATRIX		IMPACT			
		NEGLIGIBLE	MINOR	MAJOR	CRITICAL
LIKELIHOOD	ALMOST CERTAIN				
	PROBABLE				
	POSSIBLE			6	
	HARDLY EVER				

RESPONSIBLE OFFICER	Sylvia Pinkney
DIVISION	Regulatory Services
DEPARTMENT	Neighbourhoods and Regulatory Department
DATE OF ASSESSMENT	February 2022

RISK TITLE:	Waste Management - Council are unable to collect and dispose of all household waste within existing financial resources.
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DETAILED DESCRIPTION OF CURRENT RISK:		
CAUSES - what could make it happen?	IMPLICATIONS - what impact would it have if it did?	EXISTING INTERNAL CONTROLS – what are we already doing to reduce the likelihood and/or impact of it happening?
<ul style="list-style-type: none"> • Increased costs relating to waste disposal. • Provision of new contract or re-negotiation of existing contract. • Lack of contractors willing to remove certain waste products. • Current Government consultation relating to waste and future implications of findings. • Existing plant/equipment insufficient to meet current needs. 	<ul style="list-style-type: none"> • Financial. • Reputational. • Legal. 	<ul style="list-style-type: none"> • Ongoing discussions with existing contractor. • Procurement options being considered. • Consultation response sent to Government on their proposed new strategy and the possible implications for Councils that may need further consideration. • Contractors appointed to produce long term strategy and business case for Tees Valley future waste provision. • Waste Management and Officer Groups established across Tees Valley.

CURRENT RISK ASSESSMENT:					
RISK MATRIX		IMPACT			
		NEGLIGIBLE	MINOR	MAJOR	CRITICAL
LIKELIHOOD	ALMOST CERTAIN				
	PROBABLE			9	
	POSSIBLE				
	HARDLY EVER				

RESPONSIBLE OFFICER	Kieran Bostock
DIVISION	Place Management
DEPARTMENT	Neighbourhoods and Regulatory Services
DATE OF ASSESSMENT	February 2022

ADDITIONAL CONTROLS TO BE PUT IN PLACE:			
ADDITIONAL CONTROL	WHAT NEEDS TO BE DONE? (ACTION)	LEAD OFFICER	DUE DATE
Early discussions with existing contractor regarding extension to the original contract.	Contact to be made with existing contractor.	Kieran Bostock	September 2022
Continue to monitor the emerging duties of the Environment Bill in relation to new burdens funding.	Regular discussions at TV waste group.	Tony Hanson	July 2022
Consider the way we collect recyclable waste.	Review the potential to provide an additional bin which would make our waste material more attractive to suppliers as it would require less processing.	Kieran Bostock	September 2022

RISK TITLE:	Business Continuity - Failure to provide Council services as a result of disruption to the normal day to day activities
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DETAILED DESCRIPTION OF CURRENT RISK:		
CAUSES - what could make it happen?	IMPLICATIONS - what impact would it have if it did?	EXISTING INTERNAL CONTROLS – what are we already doing to reduce the likelihood and/or impact of it happening?
<ul style="list-style-type: none"> • Disruption to normal day-to-day activities as a result of a major incident affecting employees, accommodation, IT services or vehicles. • Service delivery partners withdrawing contracted services. • Pandemic Flu. • Major Incident declared affecting the wider community of the town. 	<ul style="list-style-type: none"> • Reputation. • Legal. • Financial. • Health and Safety 	<ul style="list-style-type: none"> • Business Continuity group coordinating arrangements for reviewing, planning and testing. • Business Continuity plans in places for services and functions. • Exercising of Business Continuity plans to ensure fit for purpose.

CURRENT RISK ASSESSMENT:					
RISK MATRIX		IMPACT			
		NEGLIGIBLE	MINOR	MAJOR	CRITICAL
LIKELIHOOD	ALMOST CERTAIN				
	PROBABLE				
	POSSIBLE				8
	HARDLY EVER				

RESPONSIBLE OFFICER	CMT (Sylvia Pinkney)
DIVISION	Various
DEPARTMENT	All
DATE OF ASSESSMENT	February 2022

ADDITIONAL CONTROLS TO BE PUT IN PLACE:			
ADDITIONAL CONTROL	WHAT NEEDS TO BE DONE? (ACTION)	LEAD OFFICER	DUE DATE
To ensure that there is a corporate responsibility to business continuity, CMT will take overall control of this risk.	This will be monitored by the Corporate Management Team (CMT) as part of their agenda and will be added as a quarterly item	CMT	June 2022

RISK TITLE:	Economic Regeneration: Failure to encourage regeneration, support enterprise and improve development opportunities for new and existing businesses across the borough.		
DETAILED DESCRIPTION OF CURRENT RISK:			
CAUSES - what could make it happen?	IMPLICATIONS - what impact would it have if it did?	EXISTING INTERNAL CONTROLS – what are we already doing to reduce the likelihood and/or impact of it happening?	
<ul style="list-style-type: none">• Failure to secure capital/revenue funding to deliver future regeneration projects• Failure to deliver existing and future regeneration projects on time/budget• Impact of inflation on capital programme costs.• Failure for the BIS/HEC to meet their business/income targets and remain economically viable.• Failure of the Council to effectively engage with local businesses and offer appropriate advice and financial assistance.• Failure of the Tees Valley Combined Authority to effectively engage with local businesses and offer appropriate advice and financial assistance.	<ul style="list-style-type: none">• Legal and financial impacts relating to Council capital/revenue and external funding of regeneration projects and assets.• Reputational damage to the Council.• Adverse effect on local economy.	<ul style="list-style-type: none">• Ensuring the Council teams have adequate staff and resources to undertake duties effectively.• Close monitoring of the current Regeneration Programme to identify issues/constraints/obstacles and look to positively remedy.• Capital programme monitoring arrangements in place and capital contingency built in to 2022/23 MTFS.• Continued close working relationship with the Tees Valley Combined Authority.	

CURRENT RISK ASSESSMENT:					
RISK MATRIX		IMPACT			
		NEGLIGIBLE	MINOR	MAJOR	CRITICAL
LIKELIHOOD	ALMOST CERTAIN				
	PROBABLE				
	POSSIBLE			6	
	HARDLY EVER				

RESPONSIBLE OFFICER	Bev Bearne
DIVISION	Development and Growth
DEPARTMENT	Resource and Development Department
DATE OF ASSESSMENT	January 2022

RISK TITLE:	Housing - Failure to address the housing requirements of the borough and provide affordable, high-quality housing.	
DETAILED DESCRIPTION OF CURRENT RISK:		
CAUSES - what could make it happen?	IMPLICATIONS - what impact would it have if it did?	EXISTING INTERNAL CONTROLS – what are we already doing to reduce the likelihood and/or impact of it happening?
<ul style="list-style-type: none">• Imbalance in the current housing stock with existing provision skewed towards terraced/low quality dwellings.• Lack of Council owned land that can be developed for additional affordable housing provision.• Non or stalled delivery of the allocated housing sites and associated infrastructure provision identified in the Local Plan.• Downturn in the local, regional, national housing market due to economic/political changes.	<ul style="list-style-type: none">• Inability of the Council to benefit from additional New Homes Bonus (subject to Government changes of this regime).• Inability of the Council to capture additional and higher value Council Tax.• Negative economic impact in terms pf physical job creation in the construction phase but also in providing attractive living environment for economically active people.• Reduced inward migration of economically active people and the risk of outward migration to more attractive settlements.	<ul style="list-style-type: none">• Adopted Local Plan which seeks to specifically address the current and future housing requirements of the Borough via allocating appropriate land and policies that control development.• Adopting a Housing Strategy which seeks to address the housing requirements of the borough and provide affordable, high-quality housing.

CURRENT RISK ASSESSMENT:					
RISK MATRIX		IMPACT			
		NEGLECTIBLE	MINOR	MAJOR	CRITICAL
LIKELIHOOD	ALMOST CERTAIN				
	PROBABLE				
	POSSIBLE			6	
	HARDLY EVER				

RESPONSIBLE OFFICER	Bev Bearne, Kieran Bostock, Danielle Swainston
DIVISION	Various
DEPARTMENT	Resources and Development, Neighbourhood and Regulatory Services, Children's and Joint Commissioning
DATE OF ASSESSMENT	February 2022

FINANCE AND POLICY COMMITTEE

14 March 2022



Report of: Chief Solicitor

Subject: CORPORATE PROCUREMENT QUARTERLY
REPORT ON CONTRACTS

1. TYPE OF DECISION/APPLICABLE CATEGORY

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

2. PURPOSE OF REPORT

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

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

3. BACKGROUND

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

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

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

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

4. INFORMATION FOR REVIEW

4.1 Tender information

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

4.2 Exemption information

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

4.3 Commercial / Confidential information

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

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

5. OTHER IMPLICATIONS

Risk Implications	No relevant issues.
Financial Considerations	No relevant issues.
Legal Considerations	No relevant issues.
Staff Considerations	No relevant issues.
Asset Management	No relevant issues.
Environment, Sustainability and Climate Change	No relevant issues

6. RECOMMENDATIONS

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

7. REASONS FOR RECOMMENDATIONS

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

8. BACKGROUND PAPERS

- 8.1 There are no background papers.

9. CONTACT OFFICER

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

Sign Off:-

Managing Director



Director of Resources and Development



Chief Solicitor



Tender Information

Date of Contract Award	Contract Name and Reference Number	Description of Goods / Services being procured	Duration of Contract (optional extensions in brackets)	Department / Service area procuring the goods / services	Details of Companies invited including location	Details of Bids received	Basis of award decision if not lowest/highest price payable / receivable	Outcome of contract letting procedures	Previous Provider / Location
19/01/2022	Cycle Track at Summerhill DN 581147	Contractors on HBC Select List of Contractors for Highways Civil Engineering were invited to submit prices for providing a new cycle track, specialist fencing and landscaping works.	3 months	Neighbour hoods & Regulatory Services	BAM Ritchies Glasgow Esh Construction Ltd Bowburn County Durham Hall Construction Services Ltd Rushyford County Durham Highway Construction Services Ltd Stockton-on-Tees Rainton Construction Ltd Durham Seymour Civil Engineering Contractors Ltd Hartlepool	Esh Construction Ltd Bowburn County Durham Hall Construction Services Ltd Rushyford County Durham Highway Construction Services Ltd Stockton-on-Tees Rainton Construction Ltd Durham Seymour Civil Engineering Contractors Ltd Hartlepool	100% Price (Original Application Social Value 8%)	Rainton Construction Ltd Durham	N/A

Procurements Exempted from Council Contract Procedure Rules

Exemption Information

Dept.	Service Unit	Company Name	Company based at	Duration	Description	Approval
Public Health	Public Health	Hartlepool United Community Sports Foundation	Hartlepool	January 2022- April 2022	The council has received a one off funding from Public Health England – Adult Weight Management. The Council have appointed Hartlepool United Sports Foundation are a local organisation which is beneficial in developing community partnerships and investing in local organisations. The grant will fund places for 80 men to receive the service. It is expected that demand will be high.	Request Approved by James Magog, Hayley Martin and Sally Robinson 11.11.2021
Resources and Development	Development & Growth (Strategic Development)	Bonnar Keenlyside	Edinburgh	17/11/2021 – 06/12/2021	This contract is for the service to provide a review of the Borough Hall Business Plan to ensure it meets the requirements of the Capital Project, supports decision making on the capital project and to sure the business plan withstands interrogation from funders, providing assurance to them. Anne Bonnar (lead) was listed as one of the consultants used by the funder (Arts Council) to do business case reviews specifically on performance venues. This is a time-sensitive request with a deadline to provide high quality information on the development of the Borough Hall to the funders by early January.	Request Approved by Chris Little, Hayley Martin and Denise McGuckin 29.11.2021
Resources and Development	Finance	Capacitygrid	Croydon	10/01/2022 – 01/04/2022	A backlog updating Council Tax records has developed over the course of the year. The proposed use of Capacitygrid allows the Authority to engage offsite, fully trained and performance managed staff, with limited (but still appropriate) management from Council staff. This will allow the backlog to be addressed in the most efficient manner possible. The request is therefore made on basis of limited alternative providers, but also due to urgency.	Request Approved by Chris Little, Hayley Martin and Denise McGuckin 3.12.2021
Resources and Development	Development and Growth	Identity Consult	Sunderland	02/12/2021 – 31/01/2022	This contract is for short term and urgent project management support to deliver the end of RIBA stage 1 information required to secure a 1.8m grant agreement with the Arts Council. Identify Consult have worked with the economic growth team previously and delivered a good quality piece of work. They operate in the region and have very	Request Approved by Chris Little, Hayley Martin and Denise McGuckin 3.12.2021

					experience project managers working on multi-million pound projects similar to the Borough Hall.	
Resources and Development	Finance	LoCTA	Stockport	01/01/2022 – on-going (6 month trial)	<p>LoCTA provides a unique tracing option that exists as a central hub for Local Authorities across the country to access each other's Council Tax database for tracing purposes.</p> <p>A free 6 month trial has been negotiated with the option to then continue with the service at a fee of £2664 per annum.</p>	Request Approved by Chris Little, Hayley Martin and Denise McGuckin 10.12.2021
Neighbourhoods & Regulatory Services	Public Protection	Hartlepower	Hartlepool	01/01/2022-31/01/2023	<p>Neighbourhoods & Regulatory Services have been awarded £1,254,205 funding through the Sustainable Warmth Competition to deliver energy efficiency improvements to approximately 148 homes in the Borough including solid wall insulation, cavity wall insulation, underfloor insulation, loft insulation, draught-proofing, air source heat pumps, double glazing and smart heating controls.</p> <p>We developed the application around a project delivery team which included funding for our contact center to manage the application process and to resource a post within Hartlepower to promote the scheme, household assurance to ensure sign ups, encourage applications, provide advice and guidance and crucial energy advice. This post will be supplemented and supported by the Hartlepower network to reach a wide audience.</p>	Request Approved by Chris Little, Hayley Martin and Tony Hanson 20.12.2021
Child & Joint Commissioning Services	Joint Commissioning	Emilie Smeaton	York	03/01/2022-31/03/2022	<p>Hartlepool recently submitted a bid for regional DfE funding to fund development activity to implement a Contextual Safeguarding Hub.</p> <p>The council was successful and has been awarded funding that need to be spent by the end of March 2022. An independent evaluation needs to be undertaken as part of the development activity with the funding needing to be spent by end of March 2022. Due to this restrictive timescale there is a need to directly award this evaluation to ensure it can be completed in the timescales.</p>	Request Approved by Chris Little, Hayley Martin and Sally Robinson 23.12.2021
Adult & Community Based Services	Prevention and Community Based Services	Richmond Event Management	Bristol	01/01/2022-31/08/2023	<p>We require specialist site management and event spectator safety management in place for the planning and delivery of Tall Ships 2023. This high profile international event requires very specific and technical knowledge, skills and experience relating to variety of tall ships and a festival site close to deep water.</p>	Request Approved by Chris Little, Hayley Martin and Jill Harrison 07.01.2022

					REM have extensive experience in high risk international events that include every Tall Ship Race event in the UK since 2003, multiple air shows, and Glastonbury Festival to name a few. They have worked closely with the governing body Sail Training International many times and have an exceptional reputation within the maritime event industry. REM were used by Hartlepool Borough Council for the Tall Ships in 2010 and delivered to a very high standard.	
Neighbourhoods and Regulatory Services	Place Management	Sealane Inshore Limited	South Shields	01/02/2022-01/09/2022	<p>HBC are currently undertaking the detailed design phase of the project to deliver a new Leisure Facility to be sited at the Waterfront. The project is made up of three component parts with their own budget allocations. These 'individual' projects can be summarised as; Highlight, Infrastructure and Public Realm. This exemption relates directly to the 'Infrastructure Project'.</p> <p>The works include measured surveys, technical dive surveys and the identification of the required remedial works.</p> <p>Dive specialists who undertake civil engineering services are extremely rare and therefore work in a niche market. Sealane have previously provided similar services to HBC, are a local contractor (based in South Shields) and have a proven track record of similar works. HBC have subsequently requested Sealane provide a quotation to undertake these works. The returned quotation represents a significant saving based upon budget estimates for this element of the project. Due to the limited market competition, it is proposed to direct award these works to Sealane.</p>	Request Approved by Chris Little, Hayley Martin and Tony Hanson 19.01.2022
Adult & Community Based Services	Adult Social Care	Incontrol-able CIC	Hartlepool	17/01/2022 – 11/03/2022	<p>All councils with Adult Social Services Responsibilities in England are required to conduct the Personal Social Services: Adult Social Care Survey England which is an annual postal survey of those to whom they provide services.</p> <p>As a council, we have a duty to ensure that if the participant needs help to complete the questionnaire, the helper is not involved in delivering services. This would breach confidentiality and potentially decrease the likelihood of some service users feeling able to voice a</p>	Request Approved by Chris Little, Hayley Martin and Jill Harrison 04.02.2022

					<p>true reflection of the service they receive, thereby biasing the survey results</p> <p>For some service users support from family or friends is not an option and, therefore, we have in previous years used the services of the proposed provider - In-Controllable who are a Community Interest Company and an established Disabled Peoples User-Led Organisation (DPULO).</p>	
Adult & Community Based Services	Adults Commissioning	Incontrol-able CIC	Hartlepool	01/04/2022 – 31/03/2027	<p>Incontrol-able CIC is a Community Interest Company and an established Disabled Peoples User-Led Organisation (DPULO) and has provided a social inclusion through technology service since 1st November 2016.</p> <p>Although the service was initially for people over the age of 65 and known as “Project 65”, the scope has been extended to include all adults, enabling more people to be supported to become digital-enabled and is now known as “Blue DICE”</p>	<p>Request Approved by Chris Little, Hayley Martin and Jill Harrison 04.02.2022</p>

Extension Information

Dept.	Service Unit	Company Name	Company based at	Duration	Description	Approval
Adult & Community Based Services	Preventative & Community Based Services (Leisure, Recreation & Participation)	XN Leisure Systems Limited	Oxon	01/05/2022 – 31/12/2022	HBC have a contract in place for the provision of a leisure management system for the Leisure, Recreation and Participation Service with XN Leisure Systems Limited which expires 30 th April 2022 The procurement process is now taking longer than expected due to extended internal discussions with CICT and NEC and we now need to request an additional 8 months on the contract with XN, to ensure that the service isn't left without <u>any</u> systems in place.	Request Approved by Chris Little, Hayley Martin and Sally Robinson 24.11.2021
Neighbourhood & Regulatory Services	Place Management	Graitec Autodesk	Southampton	05/02/2022-04/02/2025	The current provider has offered a substantial discount for a 3 year contract Subscription for Auto-Cad' Last year we paid £33,000 for one year subscription. This year we are paying £48705 for 3 years	Request Approved by Chris Little, Hayley Martin and Tony Hanson 25.01.2022
Child & Joint Commissioning Services	Joint Commissioning	Families First North East	Hartlepool	31/03/2022-31/07/2022	Families First North East (FFNE) is currently commissioned to deliver the short breaks and specialist equipment service. The council are required to ensure there is access to short breaks for our families with children with SEND. The current contract ends on 31 st March 2022 and a tender process needs to be undertaken to commission a provider to deliver this service. An extension is required in order to prepare the tender process.	Request Approved by Chris Little, Hayley Martin and Sally Robinson 26.01.2022
Public Health	Public Health	Slainte Chugat	London	01/02/2022 – 30/04/2022	Mass testing site has been established however this contract needs extending as there is further work required to ensure that community testing is in place in line with government requirements	Request Approved by Chris Little, Hayley Martin and Sally Robinson 27.01.2022
Public Health	Public Health	Ian Holtby	Redcar	01/01/2022 – 31/03/2022	Additional capacity to support DPH (there is currently a vacancy for PH Consultant in the team and need to ensure that the team can respond to the pandemic) Support for outbreak control plans and technical advice is still required.	Request Approved by Chris Little, Hayley Martin and Sally Robinson 27.01.2022
Public Health	Public Health	Panoramic Associates	Bristol	01/03/2022 – 30/04/2022	There is ongoing significant work that needs to continue to support the DPH at this time of the COVID pandemic.	Request Approved by Chris Little, Hayley Martin and

					Need to extend current arrangement for a further two months	Sally Robinson 27.01.2022
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FINANCE AND POLICY COMMITTEE

14 March 2022



Report of: Assistant Director, Corporate Services

Subject: STAFF SAFETY PROGRESS UPDATE

1. TYPE OF DECISION/APPLICABLE CATEGORY

For information.

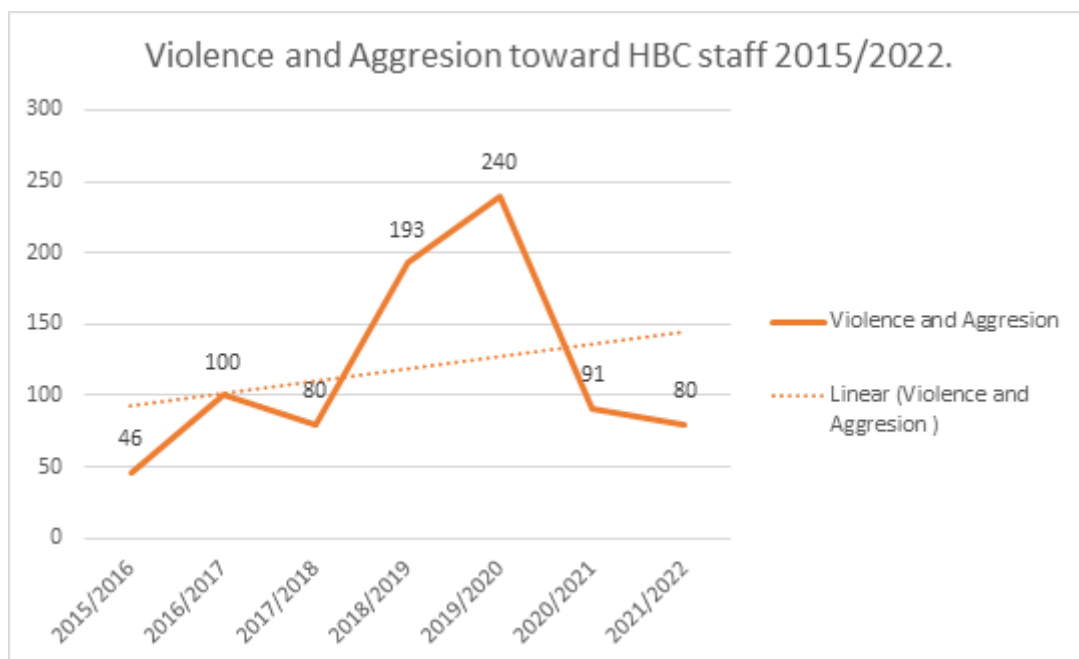
2. PURPOSE OF REPORT

- 2.1 The purpose of this report is to present Finance and Policy Committee with an update in relation to improvements made to staff safety.

3. BACKGROUND

- 3.1 The personal safety and wellbeing of Council staff is of paramount importance. Behaviour towards staff that includes actual or threatened violence, aggression, harassment, abuse and/or intimidation is completely unacceptable and it will not be tolerated.
- 3.2 In August 2019 a policy direction was communicated demonstrating CMT's commitment to improving staff safety within HBC. This action was taken following the exponential rise of physical and verbal violence and aggression against HBC employees in the preceding 4 years. This commitment very clearly set out that HBC were adopting a 'zero tolerance' approach towards violence and aggression and committed to establish a Staff Safety Forum in conjunction with the Trade Unions to develop proposals for improving staff safety. The Forum was established in October 2019 and led on a series of proposals. These were presented to Finance and Policy Committee (F&P) on 20 February 2020 and approved.
- 3.3 This report provides an update on the work that has been undertaken to date by the Staff Safety Forum in relation to these proposals and next steps.

- 3.4 The number of reports of physical and verbal violence and aggression towards Council staff has reduced in the last 2 years from the highest number of reports in 2019/20, however, there are still too many instances where violence and aggression occurs.



- 3.5 This reduction is likely to be as a result of the pandemic and a reduction in face to face contact with the public, however the implementation of the following measures are also likely to have contributed to this reduction:

- Identifying persistent perpetrators and putting in actions to reduce contact
- Escalating potentially dangerous individuals to the Chief Officer Safety Panel (COSP – See Section 4)
- Raising staff awareness regarding zero tolerance so they do not have to deal with escalating behaviour and ensure they warn customers of our position regarding threats and abuse
- Working with managers to ensure that risk assessments are put in place for staff safety and reducing or eliminating contact with potentially violent persons is a key control measure
- Communicating with staff that they do not have to accept abuse or threats
- Improving communication via departments
- Refining the EPR system to make it more user friendly and accessible

4. KEY ACTIONS TAKEN TO DATE

- 4.1 The following actions have been progressed since the report to Finance and Policy Committee in 2020:

Launch of the ‘Respect: Everyone Deserves it’ Campaign

The respect campaign was launched in 2020 and included posters, radio and TV interviews, social media presence and displays with messaging across Council buildings. The campaign lost momentum during 2020 and 2021. The campaign will be relaunched on 7 March 2022. This will include refreshed posters in buildings, social media messaging, press releases, an article in Hartbeat and a Declaration signed by the Managing Director and Leader of the Council.

Development of an Employee Safety Policy

An Employee Safety Policy has been developed and agreed by CMT in December 2021. This outlines how the Council expects its employees to be treated by customers, service users and members of the public and what action will be taken against individuals if their behavior falls short of those clearly communicated in the policy. This policy includes face to face, telephone, email and online abuse, violence and aggression. The policy will be launched at the same time as the Respect campaign on 7 March 2022.

Next steps will include the development of an employee toolkit and managers briefing sessions.

Creation of a Chief Officer Safety Panel (COSP)

The COSP was established in 2021. This panel, made up of Chief Officers of every department of the Council, is convened within 2 working days of a referral being made and determines the organisational response and strategy to dealing with individuals who pose a significant risk to staff. The COSP ensures that a clear plan of action is in place which all departments are in agreement with and ensure is implemented. Communication and information sharing across the Council has improved and staff are further protected. There have been a number of examples where individuals who pose a risk to staff have successfully modified their behavior as a result of this strategic approach.

De-escalation and Diffusion Training for Staff

Diffusion techniques and de-escalation training for staff is now offered as part of the Workforce Development Programme (WDP). Staff (with manager's permission) are able to book onto this training via their Workforce Development representative. For teams where there more in-depth and specialist training is required, this will be sourced and delivered separately to the WDP.

Improvements to Data and Systems

Improvements have been made to the Safety Incident Report Form (SIRF) so that is easier and quicker to make reports through the Firmstep system. Improvements have also been made to the Employee Protection Register (EPR) which ensures that information is up to date and shared with employees, members and other interested 3rd parties.

5. TRADE UNION CONSULTATION

- 5.1 Trade Unions recognise the pressure that public sector staff are under and fully support the reduction in violence and aggression towards HBC staff. Trade Unions are in full support of the improvements that have been made.

6. IMPLICATIONS

RISK	The personal safety and security of staff is at increased risk from the unprecedented rise in violence and aggression towards public sector staff.
FINANCIAL	There may be a very small financial requirement for media campaign and training costs, which will be met from existing budgets.
LEGAL	GDPR legislation in naming individuals that have received a sanction and following appropriate legal procedures for applying sanctions.
CONSULTATION	Trade Unions and staff have been fully involved in this work.
CHILD AND FAMILY POVERTY	None.
EQUALITY AND DIVERSITY	This work takes into account equality and diversity considerations and protected characteristics.
STAFF	Positive implications for staff arising from this work.
ASSET MANAGEMENT	The physical target hardening of buildings may be required, as and when appropriate.
ENVIRONMENT, SUSTAINABILITY AND CLIMATE CHANGE	None.

7. RECOMMENDATION

- 7.1 Finance and Policy Committee are recommended to note the contents of this progress report, and to continue to support and champion the zero tolerance approach towards violence and aggression, to ensure the protection of HBC staff.

8. CONTACT OFFICER

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