



Chief Executive's Department  
Civic Centre  
HARTLEPOOL

11<sup>th</sup> May, 2007

The Mayor (Stuart Drummond)

Councillors Akers-Belcher, S Allison, Atkinson, Barker, Brash, Clouth, R W Cook, S Cook, Coward, Cranney, Fenwick, Fleet, Fleming, Flintoff, Gibbon, Griffin, Hall, Hargreaves, Henery, Hill, Jackson, James, Johnson, Kaiser, Laffey, Lauderdale, A Lilley, G Lilley, London, A Marshall, J Marshall, Dr. Morris, Payne, Plant, Preece, Richardson, Rogan, Shaw, Simmons, Sutheran, Tumilty, Turner, Wallace, Wistow, Worthy, Wright, and Young.

Madam or Sir,

You are hereby summoned to attend the annual meeting of COUNCIL to be held on THURSDAY, 24<sup>th</sup> May, 2007 at 7.00 p.m. in the Civic Centre, Hartlepool to consider the subjects set out in the attached agenda.

By order  
P Walker  
Chief Executive

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# COUNCIL AGENDA



**24<sup>th</sup> May 2007**

**at 7.00 p.m.**

**in the Council Chamber**

1. To elect a person to preside at the meeting if the Chair is not present.
2. To receive apologies from absent members.
3. To elect the Chair of Council for the coming Municipal Year.
4. To elect the Vice-Chair of Council for the coming Municipal Year.
5. To receive suitable presentations from the newly-elected Chair.
6. To receive any Declarations of Interest from Members.
7. To approve the Minutes of Proceedings for the previous meeting of the Council held on 19<sup>th</sup> April, 2007 (copy attached).
8. To receive any announcements from the Chair, Mayor and/or Head of the Paid Service.
9. To be informed by the Mayor about the composition and constitution of the Executive for the coming Municipal Year, and the scheme of Executive delegations (copy attached).
10. To approve a programme of ordinary meetings of the Council for the year (copy attached).
11. To make appointment to committees, forums and other bodies as required by the Constitution. (To follow)
12. To make appointments to joint committees and other outside bodies where appointment is reserved to Council. (To follow)

<p style="text-align: center;"><b>COUNCIL</b></p> <p style="text-align: center;"><b>MINUTES OF PROCEEDINGS</b></p> <p style="text-align: center;"><b>19 April 2007</b></p>
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The meeting commenced at 7.00 p.m. in the Civic Centre, Hartlepool

**PRESENT:-**

The Chairman (Councillor C Richardson) presiding

The Mayor, Stuart Drummond

**COUNCILLORS:**

Akers-Belcher	Barker	Brash
R W Cook	Coward	Cranney
Fenwick	Fleet	Gibbon
Griffin	Hall	Hargreaves
Hill	Isley	Jackson
James	Johnson	Kaiser
M P Laffey	Lauderdale	Lilley
London	A Marshall	J Marshall
Dr. Morris	Payne	Preece
Shaw	Sutherland	Tumilty
Wallace	D Waller	M Waller
R Waller	Wright	

**OFFICERS:**

Paul Walker, Chief Executive  
Adrienne Simcock, Director of Children's Services  
Nicola Bailey, Director of Adult and Community Services  
Peter Scott, Director of Regeneration and Planning Services  
Dave Stubbs, Director of Neighbourhood Services  
Andrew Atkin, Assistant Chief Executive  
Peter Devlin, Legal Services Manager  
Michael Ward, Chief Financial Officer  
Charlotte Burnham, Scrutiny Manager  
Steve Hilton, Assistant Public Relations Officer  
David Cosgrove, Principal Democratic Services Officer  
Denise Wimpenny, Principal Democratic Services Officer

**169. APOLOGIES FOR ABSENT MEMBERS**

Councillors D Allison, S Allison, Clouth, S Cook, Henery, Rayner, Turner, Wistow, Worthy and Young.

**170. DECLARATIONS OF INTEREST FROM MEMBERS**

None

**171. BUSINESS REQUIRED BY STATUTE TO BE DONE BEFORE ANY OTHER BUSINESS**

None

**172. PUBLIC QUESTIONS**

(i) Question from Mrs Evelyn Leck to the Chair of the Scrutiny Coordinating Committee.

As a member of the public and a Resident Representative for Burn Valley Ward who speaks on behalf of residents at Forums, I would like to put my question to Councillor Marjorie James, the Chair of Scrutiny Co-ordinating Committee. If the Administration Group says that the Scrutiny system is “useless” and they would totally reform the Neighbourhood Forums, how will the public be informed about health, education, police issues etc?

Councillor Marjorie James, Chair of the Scrutiny Coordinating Committee, stated that the Overview and Scrutiny arrangements had been introduced by the Local Government Act 2000 as a key element of the Modernisation Agenda.

Councillor James indicated that in her role as Chair of the Scrutiny Coordinating Committee she was pleased to report that the Authority has clearly embraced the wide ranging roles of Overview and Scrutiny by successfully:-

- Holding the Executive to account;
- The review and development of policy through issue-based reviews, investigating a particular service or local problem such as Flooding, contributing ideas and proposals into major policy documents, such as the Corporate Plan, and input into the development of the Council's budget;
- Performance Monitoring and Review by responding to a wide range of performance measures such as external reports on the Council for example the Annual Audit Letter ; and
- Scrutiny of other local organisations and services such as the NHS and the more recent consideration of the Re-configuration of the Primary Care Trusts Proposals.

Councillor James highlighted that this was further evidenced in this Council's recent CPA Inspection and read the following extracts from the Council's Corporate Assessment Report in support: -

"Scrutiny Committees work well in providing appropriate challenge to the Cabinet and to partners."

"The scrutiny process is working well, with much improvement in the last two years. The Executive and Scrutiny Functions work well together. Scrutiny Forums have had an impact in a number of areas, for example on approaches to the new rail interchange, flooding and bus transport: resident satisfaction with bus services has improved and is now very high."

"Political leadership of scrutiny is very good, and there is very effective officer support for the scrutiny function. The Council is able to rely on its scrutiny function to provide appropriate and productive challenge to Cabinet and to the Council's partners."

In relation to the Neighbourhood Forums, Councillor James reported that, the Corporate Assessment Report clearly states that:-

"The three Neighbourhood Consultative Forums operate well, building capacity to respond to local needs and combining Councillors and residents in securing very local improvements. The Forums are a key and effective element in the Council's capacity to maintain its strong community focus."

In a supplementary question, Mrs Leck asked if the resident representatives would continue to be represented on the Council's Scrutiny Forums. Councillor James stated that legislation required the Council to have a scrutiny process and a 'neighbourhood' consultative process. It was the Labour Groups view that elected resident representatives would continue to be a welcome part of both the Forums and Scrutiny meetings.

During the subsequent debate, some Councillors considered that there was need to review the Scrutiny process as it existed within the Council. There were strong indications of support for the resident representatives for the work they undertook as part of the Neighbourhood and Scrutiny Forums.

(ii) Question from Mrs Margaret Goulding to The Mayor.

Why if a full Council meeting in February 2007 decided on a tapered closure of Eldon Grove Sports Centre, were the public not informed of the decision?

The Mayor responded by stating that the closure of Eldon Grove Sports Centre had been agreed by full Council as part of the budget proposals for 2006/07 in March 2006. There had been no high public profile given to the decision then. The delay in the closure was to allow marketing of the site and discussions with groups who would wish to potentially take over the Centre.

(iii) Question from Mrs Margaret Goulding to The Mayor.

I would like to know why Eldon Grove Centre was not a recipient of some of the £300,00- from the Community Pool, which was allocated to Belle View and Owton Fens Community Association etc?

The Mayor stated that the Community Pool funding was created by the Council to support voluntary sector groups and projects in Hartlepool. It was not possible to make these funds available to fund Council premises and services. The funding allocated from the Community Pool to the organisations mentioned by Mrs Goulding, and the majority of the groups that received funding from the Community Pool, formed only a small part of their overall funding needs.

### **173. MINUTES OF PROCEEDINGS**

The Minutes of Proceedings of the Council held on the 1 March 2007 and the minutes of the proceedings of the Extraordinary meeting held on 22 March 2007, having been laid before the Council.

RESOLVED - That the minutes be confirmed.

The minutes were thereupon signed by the Chairman.

### **174. QUESTIONS FROM MEMBERS OF THE COUNCIL ON THE MINUTES OF THE PREVIOUS MEETING OF THE COUNCIL**

None.

### **175. QUESTIONS FROM MEMBERS OF THE COUNCIL**

(a) Questions to Members of the Executive about recent decisions of the Executive

None.

(b) Questions to Members of the Executive and Chairs of Committees and Forums, for which Notice has been given

Councillor Brash to The Mayor.

The recent Corporate Assessment Report was both extremely positive and a clear indication that this is an authority of which we should all be rightly proud. However, in order to strive for continuous improvement we must be honest and

open about our weaknesses. What, from your perspective Mr Mayor, were the weaknesses highlighted by the Corporate Assessment Report?

The Mayor stated that the Corporate Assessment report and findings are very positive for the Council. Together with the other scores that make up the overall star rating it maintains our 4\* rating. This is no mean feat and is something that members, officers and our partners should be very proud.

It is also worth noting that our Corporate Assessment Report is one of only a couple nationally where the end result in terms of scores is exactly as we had assessed ourselves in the self assessment we had to submit, the vast majority have been downgraded and the inspectors have commented positively on this

There are a significant number of very positive aspects which the inspection team identified through their time here, these include: -

- A widely shared clarity of purpose and outstanding partnership working drive action
- The Council demonstrates effective community leadership
- Excellent consultation and engagement with local people enable understanding of their priorities
- The Mayor and Cabinet provide excellent community leadership and the executive and scrutiny functions work well together
- Staff at all levels have a pride in Hartlepool and demonstrate very strong commitment to delivering quality services.
- The Council provides good value for money
- The performance of the Council's services and their rate of improvement are among the best in the country
- a strong approach to regeneration ...for improving quality of life
- impact of regeneration work on local communities is positive.
- significant success in improving the local environment ..
- significant success in narrowing the gap on crime levels..
- successfully used a range of evidence based approaches to reducing crime
- Social care for older people is among the best in the country

There are a number of areas that they identified as needed further development or clarity. The Mayor stated that he wouldn't necessarily call these weaknesses; they are quite clearly laid out in the main report which is included as part of the Chief Executives business report.

It is always important that we have a clear focus on what we still need to do in the town, it would be very dangerous to rest on our laurels but as a council we don't do this. The areas that the Audit Commission team identified are as follows;

- Formal medium term financial strategy linked to objectives and funding streams
- A more strategic approach to working with the voluntary sector
- Review approach to strategic procurement and business process reengineering

- Review delegation arrangements and clarify status of Administrative group

All of these are being considered or included in either the Corporate Plan or Departmental plans for the next year.

In a supplementary question, Councillor Brash asked if the Mayor had any views in relation to the comments in the CPA report on the Admin Group?

The Mayor stated that the Admin. Group was a properly constituted political group under the 1989 Local Government and Housing Act.

- (c) Questions to the appropriate Members on Police and Fire Authority issues, for which notice has been given.

None.

#### **176. BUSINESS REQUIRED BY STATUTE**

None.

#### **177. TO DISPOSE OF BUSINESS (IF ANY) REMAINING FROM THE LAST MEETING AND TO RECEIVE THE REPORT OF ANY SCRUTINY FORUM OR OTHER COMMITTEE TO WHICH SUCH BUSINESS WAS REFERRED FOR CONSIDERATION.**

None.

#### **178. TO RECEIVE REPORTS FROM THE COUNCIL'S COMMITTEES AND WORKING GROUPS**

- (i) Financial Procedure Rules – Report of Constitution Committee

The report invited Council to approve amendments to the Council's Financial Procedure Rules. The Council needs to have suitably robust financial arrangements in place both corporately and at a department level to demonstrate appropriate control procedures exist to manage services and risks, with the Financial Procedure Rules providing this framework.

As part of the evidence gathering process for the 2005/06 Statement on Internal Control, it was felt that in order to maintain the highest levels of financial probity and best practice the current Financial Procedure Rules would need to be updated. There are also new initiatives and challenges that face the Council, such as partnership working and the arrangements for dealing with grant income, that now need to be included.

The proposed amendments have been reported to and agreed by Corporate



Management Team at their meetings of 23 October and 4 December 2006, and have also been reported to the Audit Committee at their meeting of 4 January 2007. The Constitution Working Group and the Constitution Committee, at their meetings on the 19 March and 30 March 2007 respectively, considered the changes proposed to the Financial Procedure Rules. The Constitution Committee approved the changes to the rules as set out in Appendix 1 to the report.

RESOLVED – That the amendments to the Financial Procedure Rules, as set out in Appendix 1, be approved.

(ii) Internal Audit Charter – Report of Audit Committee

The report invited Council to approve amendments to the Council's Internal Audit Charter.

In order to ensure that the purpose, authority and responsibility of Internal Audit is formally defined and consistent with the requirements of the Code of Practice for Internal Audit in Local Government in the United Kingdom, the Head of Audit and Governance must produce an audit charter.

The charter is effectively the terms of reference for Internal Audit and fulfils the following roles: -

- Establishes the responsibilities and objectives of Internal Audit.
- Establishes the organisational independence of Internal Audit.
- Establishes the accountability and relationships between the Head of Audit and Governance and those charged with governance.
- Recognises that internal audits remit extends to the entire control environment.
- Require and enables the Head of Audit and Governance to deliver an annual audit opinion.
- Establishes Internal Audit's right of access to all records, assets, personnel and premises, including those of partner organisations, and its authority to obtain such information and explanations as it considers necessary to fulfil its responsibilities.

The Audit Committee considered the new Internal Audit Charter at its meeting of the 5 April 2007 and gave its approval.

RESOLVED - That the Council's Internal Audit Charter as set out in Appendix 1 to the report be approved.

(iii) Gambling Act Licence Fees – Report of Licensing Committee

The report invited Council to approve the level of fees relating to Gambling Act 2005 premises licences; and to consider delegating the power to determine future Gambling Act fees to the Licensing Committee.

The Gambling Act became law on 7th April 2005. Its purpose is to update and consolidate outdated legislation that controls gambling activities such as bingo, lotteries, slot machines, sports betting and casinos. The new law also addresses recent advances in gambling technology such as internet betting.

Local authorities will assume responsibility for the licensing of gambling premises whilst the newly established Gambling Commission will administer personal and operators licences.

Applications for new premises licences may be made to the authority after 21st May 2007 with the Act taking full effect on 1st September 2007.

The Act automatically delegates most licensing responsibilities to the authority's Licensing Committee but the provision to determine fees remains with full Council unless it chooses to delegate to another body.

Regulations made under the Gambling Act stipulate that all licence fees must be charged on a cost recovery basis only and also prescribe the maximum level of fee that may be levied.

There are approximately forty premises in Hartlepool that will require new licences under the Gambling Act. A further two hundred alcohol licensed premises will require some administrative work relating to gaming machine permits but for which no fee is chargeable.

Licence applications may be made to Hartlepool Borough Council after 21st May 2007 and as such the level of fees to accompany such applications must be determined before this date.

A detailed costing exercise has been undertaken to ensure that fees equate to the costs associated with the administration of gambling licence applications and, in relation to annual fees, the cost of administering and enforcing licences that have been issued.

The level of fees considered appropriate by Licensing Committee was attached as Appendix 1 to the report. Licence fees and annual fees may be reviewed annually and Council may consider the Licensing Committee to be the most appropriate body to determine fees in future years.

RESOLVED -

- (i) That the table of fees as attached as Appendix 1 to the report be approved, with such fees to be reviewed annually; and
- (ii) That the Licensing Committee be delegated the responsibility to set future Gambling Act fees.

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

None.

**180. REPORT FROM THE EXECUTIVE**

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

(i) Youth Justice Plan 2007/08

The Mayor presented the Youth Justice Plan 2007/08 for Council's approval. The Youth Justice Board requires all Youth Offending Services to submit an Annual Plan. The format of the Plan is prescribed by the Youth Justice Board. The Local Authority is responsible for the Youth Offending Service and is supported by other partners – Primary Care Trust, Police and Probation. The Youth Offending Service is a multi-disciplinary team and has secondments from all partners as well as a financial commitment to core funding. The Plan must be submitted to the Youth Justice Board by 30th April 2007.

The Plan is part of the Budget and Policy Framework for the authority. The programme has been fulfilled as follows:-

1. An issues paper has been prepared and this was considered and approved by the Cabinet on 19th February 2007.
2. The draft Youth Justice Delivery Plan was considered by the Regeneration and Planning Service Scrutiny Forum on 22nd March 2007.
3. The final plan was considered by the Cabinet on 2nd April 2007 and has been recommended for approval.

A consultation event on the Youth Justice Plan has also been undertaken with partner agencies through the Safer Hartlepool Partnership's Young People's Group, the Youth Offending Service Management Board and Youth Offending Service staff.

The Youth Justice Plan for 2007-2008, attached as Appendix 1 to the report, reviews performance for April-December 2006 against the Youth Justice Board's performance measures and identifies the plans for improvement in 2007-2008.

RESOLVED – That the Youth Justice Plan 2007/08 be approved.

(i) Tees Valley Structure Plan – Saved Policies

The mayor sought Council's agreement to the saving of specified policies of the Tees Valley Structure Plan pending the adoption of the Regional Spatial Strategy.

Under the provisions of the Planning and Compulsory Purchase Act 2004,

Regional Spatial Strategies and Local Development Frameworks replace structure plans and local plans. Structure plans are 'saved' for a period of three years from the commencement of the Act or adoption of the structure plan. In the case of the Tees Valley, the Structure Plan will cease to have effect as a development plan after 27th September 2007.

However the government has made provision for saving specified structure plan policies beyond the 3 year period to prevent a policy void until the Regional Spatial Strategy is adopted. Requests for saving structure plan policies must be made by the Regional Planning Body (the North East Assembly in the case of the Tees Valley Structure Plan) following discussion and consultation with the structure plan authority. In the Tees Valley all five Unitary Authorities are structure plan authorities, with the Joint Strategy Unit and Committee preparing the Tees Valley Structure Plan on behalf of the authorities.

The North East Assembly, as Regional Planning Body, must submit a statement to Government Office by 1st April 2007 requesting the extension of saved structure plan policies.

The Tees Valley Joint Strategy Committee at its meeting held on 8th March agreed the schedule of policies to be saved and forwarded it to the five Tees Valley authorities for endorsement. Cabinet at its meeting on the 2nd April 2007 agreed the schedule and referred the matter to Council for endorsement.

The schedule of policies to be saved will be submitted to the Secretary of State and if it is agreed that these are appropriate policies to be saved beyond September 2007, then a Direction to this effect will be issued to the structure plan authorities.

RESOLVED - That the schedule of Structure Plan policies to be saved pending the adoption of the Regional Spatial Strategy be approved.

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

None.

## **181. MOTIONS ON NOTICE**

None.

## **182 INSPECTION REPORTS**

Two major inspection reports have recently been published; the Corporate Assessment Report and the Joint Area Review.

The Corporate Assessment report, which forms part of the Comprehensive Performance Assessment, was published on 13th March 2007. The assessment for this had been undertaken in December 2006 and was based on the Audit

Commission framework for Corporate Assessment “The Harder Test”.

The report was made available for members at the time of publication. The authority received an overall score for this assessment of 3 (the highest being 4). The component scores make this the 3rd highest rating received by any authority assessed under this methodology. There are a limited number of improvement actions identified by the Audit Commission. This score when combined with other scores which go to make up the star rating for CPA means that the authority will maintain the 4\* rating it has had since CPA was introduced. The Corporate Assessment report was attached as Appendix 1 to the report..

The Joint Area Review (JAR) report was also published on the 13th March 2007. The JAR is an assessment of services for children and young people in Hartlepool. The report was made available to members at the time of publication. The authority received an overall score for this assessment of 3 (the highest being 4).

The JAR rating forms part of the scoring for the star rating for CPA. The JAR report was attached as Appendix 2 to the report.

RESOLVED – that the publication of the two reports be noted and welcomed and that all staff be congratulated on the achievement of maintaining the authority's 4\* rating.

### **183. EMERGENCY PLANNING UNIT AWARDED BEACON STATUS**

The Cleveland Emergency Planning Unit has won national recognition for its innovative work to ensure the safety of local people. The unit, which is a joint arrangement operating on behalf of Hartlepool, Middlesbrough, Stockton and Redcar and Cleveland Councils, has been awarded Beacon status. Hartlepool Borough Council takes the role of “lead authority” for emergency planning. The Chair formally accepted the Beacon Status plaque on behalf of the Emergency Planning Unit.

### **184. PROVISION OF HEALTH SERVICES IN HARTLEPOOL**

The Chief Executive reported that Members would recall his letter dated 22 February, sent to the Secretary of State, regarding the Provision of Health Services in Hartlepool. Attached as Appendix 3 to the report was the subsequent response, for Members' information. Also attached was a copy of the response to Councillor R Waller's letter of 28 February 2007. Tabled at the meeting was a further letter to Councillor R Waller from the Secretary of State.

## **185. NOTICE OF DECISIONS TAKEN UNDER SCRUTINY PROCEDURE RULE 18 – CALL-IN AND URGENCY**

The Chief Executive reported that the following three decisions have been taken by the executive utilising the powers available under Scrutiny Procedure Rule 18. Scrutiny procedure Rule 18 allows that: -

“The call-in procedures [set out above] shall not apply where the decision being taken by the Executive is urgent. A decision will be urgent if any delay likely to be caused by the call-in process would seriously prejudice the Council’s or the public’s interests.”

In each case, as required under Rule 18, the Chair of the Scrutiny Coordinating Committee was consulted on the three issues and gave her agreement to the decisions being taken in accordance with the rule and thereby not being subject to call-in.

The three decisions were as follows: -

(i) Cabinet, 19 March 2007, Minute No. 217 Equal Pay Risk Update  
Details of this decision are exempt in accordance with Section 100(A)(4) of the Local Government Act 1972, Para 4 (information relating to any consultations or negotiations, or contemplated consultations or negotiations, in connection with any labour relations matter arising between the authority or a Minister of the Crown and employees of, or office holders under the authority) and Para 5 (information in respect of which claim to legal professional privilege could be maintained in legal proceedings) of Part 1 of Schedule 12A of the Local Government Act 1972 as amended by the Local Government (Access to Information) (Variation) Order 2006. A copy of the decisions taken were set out in the exempt Appendix 4 of the report.

The reason for decision being taken under Scrutiny Procedure Rule 18 was to ensure that urgent discussions with staff and trade unions could continue without undue delay.

(ii) Cabinet, 26 March 2007, Minute No. 222 Equal Pay Risk Update  
Details of this decision are exempt in accordance with Section 100(A)(4) of the Local Government Act 1972, Para 4 (information relating to any consultations or negotiations, or contemplated consultations or negotiations, in connection with any labour relations matter arising between the authority or a Minister of the Crown and employees of, or office holders under the authority) and Para 5 (information in respect of which claim to legal professional privilege could be maintained in legal proceedings) of Part 1 of Schedule 12A of the Local Government Act 1972 as amended by the Local Government (Access to Information) (Variation) Order 2006. A copy of the decisions taken were set out in the exempt Appendix 4 of the report.

The reason for decision being taken under Scrutiny Procedure Rule 18 was to ensure that urgent discussions with staff and trade unions could continue without undue delay to allow the Council to reach agreement before a deadline of

31 March 2007

- (iii) The Mayor's Executive Portfolio, 26 March 2007, Minute No.1 Durham and Tees Valley Airport Southside Development.

Decisions –

(i) That agreement to the extension requested [to 31 May 2007] be approved and that the Chief Solicitor be authorised to sign an extension (letter of) agreement on the Council's behalf, or alternatively to duly authorise Stockton B.C., through their authorised officer, to sign such an agreement on the Council's behalf.

(ii) The Mayor noted that the requirement for the urgent action was such that the decision was not subject to call-in in accordance with Part 4 of the Council's Constitution (Overview and Scrutiny Procedure Rules).

The reason for decision being taken under Scrutiny Procedure Rule 18 was to ensure that Peel Airports Limited would not be in breach of its agreement with the shareholding local authorities.

## **186. ANNOUNCEMENTS**

The Chair of the Council indicated that the forthcoming election would bring the retirement of two long serving members of Hartlepool Borough Council, Councillors Bill Iseley and Ray Waller. Members paid tribute to the two Councillors long and distinguished service to the Borough. Both Councillors Iseley and R Waller addressed the Council.

C RICHARDSON

CHAIRMAN

## ITEM 9

### **COMPOSITION OF THE EXECUTIVE**

The Mayor, Stuart Drummond	Regeneration and Liveability Portfolio
Councillor P Hargreaves, Deputy Mayor	Performance Portfolio
Councillor G Hall	Adult and Public Health Portfolio
Councillor C Hill	Children's Services Portfolio
Councillor V Tumilty	Culture, Leisure and Tourism Portfolio
Councillor R Payne	Finance and Efficiency Portfolio
Councillor P Jackson	Neighbourhood and Communities Portfolio

Details of the Executive responsibilities are outlined as attached.



#### 4 Description of Cabinet Portfolios

Each Cabinet member is allocated a portfolio by the Mayor, covering service areas and functions that collectively have been designed to link to the delivery of the Hartlepool Community Strategy. The following table sets out the portfolio holders and the broad scope of each portfolio. It also identifies those plans and strategies that fall within the scope of each portfolio.

Individual portfolio holders will all be responsible for the following types of decision in relation to functions and service areas within the scope of their own portfolio.

Portfolio holders retain the discretion to refer any matter to the Cabinet for determination where they feel it would be more appropriate.

PORTFOLIO HOLDER	RESPONSIBILITY
<b>All Portfolio Holders</b>	<ol style="list-style-type: none"><li>1. Variations to existing policies and procedures together with new policies/procedures which do not have significant service or corporate impact.</li><li>2. Approval of departmental service plans.</li><li>3. Strategic service level financial and performance monitoring.</li><li>4. All executive member input to the contracting process which is not reserved to the Cabinet.</li><li>5. Setting of fees and charges that have not been determined as part of the budget process, where the in-year additional income or expenditure does not have a gross full year effect greater than £100,000 i.e. where key decision test (i) does not apply.</li><li>6. Consideration of departmental staffing proposals when permanent funding from non-staffing budgets is required.</li></ol>

PORTFOLIO HOLDER	RESPONSIBILITY
<b>All Portfolio Holders (cont'd)</b>	<ol style="list-style-type: none"> <li data-bbox="862 310 1406 415">7. Consideration of any departmental proposals requiring compulsory redundancy of one or more staff.</li> <li data-bbox="862 447 1406 657">8. Matters relating to bids for funding which do not have major financial or strategic significance, or which have either been approved in principle by the Cabinet or as part of the financial and policy framework.</li> <li data-bbox="862 709 1406 877">9. Involvement in grant allocations and other allocations of funding within the terms of a scheme or method of allocation previously agreed by the Council.</li> <li data-bbox="862 930 1406 993">10. Best Value improvement plans and other key reports.</li> <li data-bbox="862 1035 1406 1140">11. District Audit and other inspection reports on service and non-strategic corporate matters.</li> <li data-bbox="862 1171 1406 1234">12. Compensation payments above limit delegated to officers.</li> <li data-bbox="862 1266 1406 1371">13. Allocations, scheme designs and specifications within agreed programmes of works.</li> <li data-bbox="862 1402 1406 1507">14. Policies, plans and strategies which are not part of the financial and policy framework.</li> </ol>

PORTFOLIO HOLDER	RESPONSIBILITY
<p><b>The Mayor</b></p>	<ol style="list-style-type: none"> <li data-bbox="899 310 1406 688">1. Functions of Cabinet, Cabinet Committees and Portfolio Holders where they have been unable to act under Executive Procedure Rule 3(iii) and where no appropriate arrangements are in place for cover, for example through the attendance of the Mayor or through temporary amendments to the delegation scheme.</li> <li data-bbox="899 726 1406 861">2. Executive Functions where they have not been delegated within the executive delegation scheme and do not involve a key decision.</li> </ol>

EXECUTIVE PORTFOLIO	SCOPE OF PORTFOLIO
<p>1. <b>Re generation and Liveability</b></p> <p><b>Stuart Dr ummond</b></p>	<ul style="list-style-type: none"> <li>• <b>Policy Framework</b> <ul style="list-style-type: none"> <li>- Community Strategy</li> <li>- Crime &amp; Disorder Strategy</li> <li>- Development Plan</li> <li>- Local Agenda 21 Strategy</li> <li>- Youth Justice Plan</li> </ul> </li> <li>• <b>Other Plans &amp; Strategies</b> <ul style="list-style-type: none"> <li>- Annual Drugs Treatment Plan</li> <li>- Climate Change Strategy</li> <li>- Economic Development Strategy</li> <li>- Hartlepool Incident Response Plan</li> <li>- Empty Homes Strategy *</li> <li>- Housing Strategy *</li> <li>- Local Strategic Partnership</li> <li>- Trading Standards Service Delivery Plan</li> </ul> </li> <li>• <b>Service Areas &amp; Functions</b> <ul style="list-style-type: none"> <li>- Building Control</li> <li>- Climate Change</li> <li>- Community Safety, including prevention and enforcement of anti-social behaviour</li> <li>- Conservation and Ecology</li> <li>- Development Control</li> <li>- Drugs</li> <li>- Economic Development</li> <li>- Emergency Planning</li> <li>- Employment Training</li> <li>- Housing Market Renew al *</li> <li>- Housing Services(Public &amp; Private) *</li> <li>- Neighbourhood Renew al</li> <li>- Member Design Champion</li> <li>- Member Historic Environment Champion</li> <li>- Regeneration and Planning Policy</li> <li>- Regional Economic Strategy</li> <li>- Sustainable Development</li> <li>- Tees Valley Partnership Issues</li> <li>- Tallships</li> <li>- Trading Standards</li> <li>- Urban Regeneration Company Issues</li> <li>- Youth Offending</li> </ul> </li> </ul>

\*In conjunction with the portfolio holder for Neighbourhoods and Communities

EXECUTIVE PORTFOLIO	SCOPE OF PORTFOLIO
<p>2. <b>Neighbourhoods and Communities</b></p> <p><b>Peter Jackson</b></p>	<ul style="list-style-type: none"> <li>• <b>Policy Framework</b> <ul style="list-style-type: none"> <li>• Local Transport Plan</li> </ul> </li> <li>• <b>Other Plans &amp; Strategies</b> <ul style="list-style-type: none"> <li>• Empty Homes Strategy *</li> <li>• Fuel Poverty Strategy</li> <li>• Housing Strategy *</li> <li>• Contaminated Land Plan</li> <li>• Headland Coast Protection Strategy Study</li> <li>• Highway Asset Management Plan</li> <li>• Highway Maintenance Plan</li> <li>• Highway Network Management Plan</li> <li>• Network Management Plan</li> <li>• Shoreline Management Plan</li> <li>• Voluntary Sector Compact</li> <li>• Winter Maintenance Plan-</li> <li>• Waste Management Strategy</li> </ul> </li> <li>• <b>Service Areas &amp; Functions</b> <ul style="list-style-type: none"> <li>• Asylum Seekers</li> <li>• Coastal Protection</li> <li>• Contaminated Land</li> <li>• Cleaning and catering</li> <li>• Grounds Maintenance</li> <li>• Highways</li> <li>• Horticulture</li> <li>• Land drainage</li> <li>• Social Transport Services</li> <li>• Traffic and Transportation</li> <li>• Environmental Enforcement</li> <li>• Environmental Initiatives</li> <li>• Housing Market Renewal *</li> <li>• Housing Services(Public &amp; Private) *</li> <li>• Neighbourhood management</li> <li>• Waste Management</li> </ul> </li> </ul>

\* in conjunction with the portfolio holder for Regeneration and Liveability

EXECUTIVE PORTFOLIO	SCOPE OF PORTFOLIO
<p>3      <b>Culture, Leisure and Tourism</b></p> <p><b>Victor Tumilty</b></p>	<ul style="list-style-type: none"> <li>•      <b>Policy Framework</b> <ul style="list-style-type: none"> <li>- Library Plan</li> <li>- Rights of Way Improvement Plan</li> </ul> </li> <li>•      <b>Other Plans &amp; Strategies</b> <ul style="list-style-type: none"> <li>- Archaeology Forward Plan</li> <li>- Arts &amp; Museums Forward Plan</li> <li>- Arts Strategy</li> <li>- Local Cultural Strategy</li> <li>- Park Management Plans</li> <li>- Play Facilities Strategy</li> <li>- Playing Pitch Strategy</li> <li>- Sport and Recreation Strategy</li> <li>- Swim Development Strategy</li> <li>- Tourism Strategy</li> </ul> </li> <li>•      <b>Service Areas &amp; Functions</b> <ul style="list-style-type: none"> <li>- Allotments</li> <li>- Archaeological Service</li> <li>- Community Buildings</li> <li>- Community Grants Pool</li> <li>- Cultural Services (Arts, Museums and Events)</li> <li>- Foreshore Services and Beach Lifeguards</li> <li>- Libraries and Information</li> <li>- Libraries Stock Management Plan</li> <li>- Outdoor Play Facilities</li> <li>- Parks and Countryside</li> <li>- Rights of Way</li> <li>- Sports and Recreation</li> <li>- Tourism</li> </ul> </li> </ul>

EXECUTIVE PORTFOLIO	SCOPE OF PORTFOLIO
<p>4. <b>Children's Services</b></p> <p><b>Cath Hill</b></p>	<ul style="list-style-type: none"> <li>• <b>Policy Framework</b> <ul style="list-style-type: none"> <li>- Children and Young People's Plan</li> </ul> </li> <li>• <b>Other Plans &amp; Strategies</b> <ul style="list-style-type: none"> <li>- Departmental and Divisional Plans</li> <li>- SEN and Disability Action Plan</li> <li>- Children's Centres and Extended Schools Strategy</li> <li>- Children's Fund Plan (expires 2008)</li> <li>- Education Asset Management Plan</li> <li>- ICT Strategic Plan</li> </ul> </li> <li>• <b>Service Areas &amp; Functions</b> <ul style="list-style-type: none"> <li>- Access to Education</li> <li>- Children's Fund</li> <li>- Commissioning of statutory and discretionary social care services for vulnerable children, including children in need, children with disabilities, looked after children and child protection</li> <li>- Directly provided social care services (children)</li> <li>- Early Years provision</li> <li>- Education policy and planning</li> <li>- Information sharing and assessment</li> <li>- Play and out of hours care</li> <li>- Raising educational achievement</li> <li>- Local Safeguarding Children Board</li> <li>- School governance</li> <li>- Special Educational Needs</li> <li>- Youth Service</li> <li>- Child and Adolescent Mental Health Services</li> <li>- Admissions Policy</li> <li>- ICT</li> <li>- Extended Schools and Children's Centres</li> <li>- 14-19 development</li> <li>- Partnership work</li> <li>- Children's Workforce Development</li> <li>- Connexions</li> <li>- School transport</li> <li>- Children's Trust and commissioning development.</li> </ul> </li> </ul>

EXECUTIVE PORTFOLIO	SCOPE OF PORTFOLIO
<p>5. <b>Adult and Public Health</b></p> <p><b>Gerard Hall</b></p>	<ul style="list-style-type: none"> <li>• <b>Policy Framework</b> <ul style="list-style-type: none"> <li>- Adult Learning Plan</li> <li>- Commissioning Strategies for Vulnerable Adults</li> <li>- Food Service Plan</li> <li>- Public Health Strategy</li> </ul> </li> <li>• <b>Other Plans &amp; Strategies</b> <ul style="list-style-type: none"> <li>- Annual Training Plan</li> <li>- Disability Strategy</li> <li>- Health &amp; Safety Services Plan</li> <li>- Mental Health Strategy</li> <li>- Older Persons Strategy</li> <li>- Older Persons Mental Health Strategy</li> <li>- Supporting People Strategy</li> </ul> </li> <li>• <b>Service Areas &amp; Functions</b> <ul style="list-style-type: none"> <li>- Bereavement Services</li> <li>- Commissioning of Statutory and Discretionary Social Care Services for Vulnerable Adults, i.e.               <ul style="list-style-type: none"> <li>➤ Older People</li> <li>➤ People with Learning Disabilities</li> <li>➤ People with Mental Health Problems</li> <li>➤ People with Physical Disabilities</li> <li>➤ People with Sensory Loss</li> </ul> </li> <li>- Co-ordination and development of public health response</li> <li>- Directly Provided Social Care Services (Adults)</li> <li>- Diversity Champion</li> <li>- Environmental Health</li> <li>- Lifelong Learning and Support</li> <li>- Open Market</li> <li>- Older Persons Champion</li> <li>- Protection and Vulnerable Adults</li> <li>- Service Development / integration with Partners</li> <li>- Supporting People</li> </ul> </li> </ul>



EXECUTIVE PORTFOLIO	SCOPE OF PORTFOLIO
<p><b>6. Deputy Mayor (Performance)</b></p> <p><b>Pamela Hargreaves</b></p>	<p><b>Performance Management</b></p> <ul style="list-style-type: none"> <li>• <b>Policy Framework</b> <ul style="list-style-type: none"> <li>- Corporate (Best Value Performance) Plan</li> </ul> </li> <li>• <b>Other Plans &amp; Strategies</b> <ul style="list-style-type: none"> <li>- Comprehensive Performance Assessment Improvement Action Plan</li> <li>- Communicating with your Council</li> <li>- HR Strategy</li> <li>- ICT Strategy</li> <li>- IEG Statement</li> <li>- Local Public Service Agreement</li> <li>- Race and Diversity Scheme</li> <li>- Race Equality Scheme</li> <li>- Risk Management Strategy</li> <li>- Whistleblowing Policy</li> <li>- Workforce Development Plan</li> </ul> </li> <li>• <b>Service Areas &amp; Functions</b> <ul style="list-style-type: none"> <li>- Corporate Strategy</li> <li>- Council Profile</li> <li>- Customer Services (CRM, Contact Centre)</li> <li>- Democratic Services</li> <li>- E-Champion</li> <li>- Equality and Diversity</li> <li>- General Office Services</li> <li>- Health &amp; Safety</li> <li>- Human Resources</li> <li>- ICT</li> <li>- Public Relations</li> <li>- Registrars</li> <li>- Risk Management Champion</li> <li>- Services for Members</li> <li>- Staff and Member Training</li> </ul> </li> </ul>

EXECUTIVE PORTFOLIO	SCOPE OF PORTFOLIO
<p><b>7. Finance and Efficiency</b></p> <p><b>Robbie Payne</b></p>	<ul style="list-style-type: none"> <li>• <b>Policy Framework</b> <ul style="list-style-type: none"> <li>- Annual Capital Budget</li> <li>- Annual Revenue Budget</li> </ul> </li> <li>• <b>Other Plans &amp; Strategies</b> <ul style="list-style-type: none"> <li>- Anti Fraud and Corruption Strategy</li> <li>- Asset Management Plan</li> <li>- Debt Recovery Strategy</li> <li>- Efficiency Strategy</li> <li>- Insurance Strategy</li> <li>- Procurement Strategy</li> <li>- Treasury Management Strategy</li> </ul> </li> <li>• <b>Service Areas &amp; Functions</b> <ul style="list-style-type: none"> <li>- Building Services</li> <li>- Consultancy Services</li> <li>- Efficiency Champion</li> <li>- Estates</li> <li>- Fleet (Vehicle Procurement and Maintenance)</li> <li>- Financial Services</li> <li>- Legal Services</li> <li>- Procurement Champion</li> <li>- Property Management</li> <li>- Registration and Electoral Services</li> <li>- Strategic Asset Management</li> </ul> </li> </ul>

## **Council Meeting Dates 2007/08**

The following are the proposed Council meeting dates for 2007/08. The dates follow the same pattern as approved by Members in 2006/07. Members will note that the dates extend into the autumn of 2008. The Council diary has been scheduled for a longer period to allow Members to plan beyond the annual meeting in 2008.

The proposed dates are: -

### 2007

Thursday 21 June at 2.00pm	}	
Thursday 26 July at 7.00pm	}	These dates were approved at the
Thursday 13 September at 2.00pm	}	Annual Meeting in 2006
Thursday 25 October at 7.00pm	}	

Thursday 13 December at 2.00pm

### 2008

Thursday 14 February at 7.00pm  
Thursday 21 February at 2.00pm  
Thursday 17 April at 7.00pm  
Thursday 22 May at 7.00pm (Annual Meeting)  
Thursday 26 June at 2.00pm  
Thursday 31 July at 7.00pm  
Thursday 18 September at 2.00pm  
Thursday 30 October at 7.00pm

<b>D APPOINTMENTS TO COUNCIL COMMITTEES AND FORUMS</b>
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**COMMITTEES AND PANELS FULFILLING REGULATORY AND OTHER FUNCTIONS**

**Audit Committee – 5 Members**

Labour	Liberal Democrat	Conservative	Administrative Group	Independent
<b>3</b>	<b>1</b>	<b>0</b>	<b>1</b>	<b>0</b>

1	Preece Ch(LD)	3	Wistow (L)	5	Hall (L)
2	G Lilley VCh(AG)	4	Wallace (L)		

**Constitution Committee – 11 Members**

Labour	Liberal Democrat	Conservative	Administrative Group	Independent
<b>6</b>	<b>2</b>	<b>1</b>	<b>1</b>	<b>1</b>

1	Richardson Ch (L)*	5	Brash (L)	9	Young (C)
2	James VCh (L)****	6	Fenwick (L)	10	Preece (LD)
3	Drummond (M)***	7	A Marshall (L)	11	Flintoff (LD)
4	J Marshall (AG)**	8	Simmons (L)		

\* Chair of Council

\*\* Vice-Chair of Council

\*\*\* Mayor

\*\*\*\* Chair of the Scrutiny Co-ordinating Committee

Plus one other Member of Scrutiny Co-ordinating Committee

**Contract Scrutiny Panel – 5 Members**

Labour	Liberal Democrat	Conservative	Administrative Group	Independent
<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

1	Flintoff Ch (LD)
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The remaining four members will be selected from a rota maintained by the Proper Officer

**General Purposes Committee – 9 Members**

Labour	Liberal Democrat	Conservative	Administrative Group	Independent
<b>5</b>	<b>1</b>	<b>1</b>	<b>2</b>	<b>0</b>

1	J Marshall Ch (AG) *	4	Akers-Belcher (L)	7	Morris (C)
2	Wallace (L)	5	Shaw (L)	8	Henery (LD)
3	Wistow (L)	6	Griffin (L)	9	Fleming (AG)

\* Vice-chair of Council

**General Purposes (Appeals and Staffing) Committee**

Chaired by the Vice-chair of the Council\*, with the Cabinet Member with responsibility for the service area relevant to the appeal (or other Cabinet Member nominated by the Mayor) and three other members selected from a rota of the General Purposes Committee and their nominated substitutes.

**Licensing Committee – 15 Members**

Labour	Liberal Democrat	Conservative	Administrative Group	Independent
<b>8</b>	<b>2</b>	<b>2</b>	<b>3</b>	<b>0</b>

1	Kaiser Ch (AG)	6	Hall (L)	11	Laffey (C)
2	Morris VCh (C)	7	Richardson (L)	12	Atkinson (LD)
3	Jackson (L)	8	RW Cook (L)	13	London (LD)
4	Griffin (L)	9	Johnson (L)	14	Fleming (AG)
5	Brash (L)	10	Rogan (L)	15	Gibbon (AG)

**Planning Committee – 16 Members**

Labour	Liberal Democrat	Conservative	Administrative Group	Independent
<b>8</b>	<b>2</b>	<b>2</b>	<b>3</b>	<b>1</b>

1	RW Cook Ch (L)	7	Simmons (L)	13	Kaiser (AG)
2	Morris VCh (C)	8	Brash (L)	14	GLilley (AG)
3	Akers-Belcher (L)	9	Worthy (L)	15	J Marshall (AG)
4	SCook (L)	10	Laffey (C)	16	SAllison (I)
5	Payne (L)	11	Flintoff (LD)		
6	Richardson (L)	12	Wright (LD)		

**Standards Committee – 7 Members**

Labour	Liberal Democrat	Conservative	Administrative Group	Independent
<b>4</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>0</b>

1	Wallace (L)	5	Laffey (C)
2	Shaw (L)	6	Preece (LD)
3	Griffin (L)	7	Turner (AG)
4	R W Cook (L)		

Plus 3 Independent Members:

- Barry Gray (Chair) (Term of office – 4 years - to 4<sup>th</sup> December 2007)
- Keith Fisher (Vice-Chair) (Term of office - to 4<sup>th</sup> December 2007)
- Vacancy (Term of office – 4 years - to 4<sup>th</sup> December 2007)

1 Parish Councillor – Mr Ray Gilbert (*Term of office – 1 year*)

**SCRUTINY COMMITTEES AND FORUMS**

**Scrutiny Co-ordinating Committee – 16 Members**

Labour	Liberal Democrat	Conservative	Administrative Group	Independent
<b>9</b>	<b>3</b>	<b>1</b>	<b>3</b>	<b>0</b>

1	** James Ch (L)	7	* Wright (LD)	13	R W Cook (L)
2	*/** Shaw VCh (L)	8	* Plant (AG)	14	Simmons (L)
3	* Brash (L)	9	* A Lilley (AG)	15	Laffey (C)
4	* Akers-Belcher (L)	10	Preece (LD)	16	G Lilley (AG)
5	* S Cook (L)	11	Fleet (L)		
6	* Flintoff (LD)	12	A Marshall (L)		

Membership:–

\*The Chairs and Vice Chairs of each of the Scrutiny Forums (8 in total)

\*\*The Chair and Vice Chair of Co-ord Cttee to be any Member (on scrutiny or not - excluding executive members).

\*\*\*The remaining 6 members to be from the global membership of the four Scrutiny Forums.

**Resident Representatives**

Ian Campbell  
Iris Ryder  
Linda Shields

**Children's Services Scrutiny Forum – 11 Members**

Labour	Liberal Democrat	Conservative	Administrative Group	Independent
<b>6</b>	<b>2</b>	<b>1</b>	<b>2</b>	<b>0</b>

1	Shaw Ch (L)	5	Simmons (L)	9	Preece (LD)
2	A Lilley V Ch (AG)	6	S Cook (L)	10	London (LD)
3	Fleet (L)	7	Worthy (L)	11	Plant (AG)
4	Griffin (L)	8	Coward (C)		

1 Church of England Diocese representative – Jesse Smith

1 Roman Catholic representative - David Relton

2 Parent Governor representatives

- Elizabeth Barracough (primary sector) (Term of office – 3 years ending Feb 2008)
- Vacancy

Resident Representatives:

John Cambridge

Evelyn Leck

Michael Ward

**Regeneration and Planning Services Scrutiny Forum – 11 Members**

Labour	Liberal Democrat	Conservative	Administrative Group	Independent
<b>6</b>	<b>2</b>	<b>1</b>	<b>1</b>	<b>1</b>

1	S Cook Ch (L)	5	R W Cook (L)	9	London (LD)
2	Wright V Ch (LD)	6	Worthy (L)	10	Allison (I)
3	Johnson (L)	7	Cranney (L)	11	Gibbon (AG)
4	A Marshall (L)	8	Laffey (C)		

Resident Representatives:

Ted Jackson

John Lynch

Iris Ryder

**Adult and Community Services and Health Scrutiny Forum – 11 Members**

Labour	Liberal Democrat	Conservative	Administrative Group	Independent
<b>6</b>	<b>2</b>	<b>1</b>	<b>2</b>	<b>0</b>

1	Brash Ch (L)	5	Fleet (L)	9	Barker (LD)
2	Plant VCh (AG)	6	Griffin (L)	10	Atkinson (LD)
3	Sutheran (L)	7	Cranney (L)	11	G Liley (AG)
4	Worthy (L)	8	Young (C)		

Resident Representatives:

Mary Green  
Jean Kennedy  
Joan Norman

**Neighbourhood Services Scrutiny Forum – 11 Members**

Labour	Liberal Democrat	Conservative	Administrative Group	Independent
<b>6</b>	<b>2</b>	<b>1</b>	<b>2</b>	<b>0</b>

1	Akers-Belcher Ch (L)	5	RW Cook (L)	9	Henery (LD)
2	Flintoff VCh (LD)	6	Simmons (L)	10	Turner (AG)
3	Johnson (L)	7	Wistow (L)	11	Gibbon (AG)
4	Richardson (L)	8	Coward (C)		

Resident Representatives:

Ann Butterfield  
Ian Campbell  
Linda Shields



**NEIGHBOURHOOD CONSULTATIVE FORUMS -**

**North Neighbourhood Consultative Forum**

1 T Fleming	6 S Ferwick	11 T Rogan
2 C Barker	7 M Fleet (Ch)	12 R Atkinson
3 S Allison	8 S Griffin	13 S Wallace
4 H Clouth	9 P Jackson	14 M Plant
5 R Cook	10 J Marshall	15 E Wright

- *Resident Representatives (Term of office – 2 years – to May 2008)*

1 Mary Power	4 Joan Steele	7 Joan Norman
2 Linda Shields (V/Ch)	5 Robert Steele	8 Don Davison
3 Irene Nelson	6 John Cambridge	

**Central Neighbourhood Consultative Forum**

1 S Akers-Belcher	8 C Simmons	15 C Richardson
2 J Coward	9 P Hargreaves	16 L Sutherland (Ch)
3 J Brash	10 S Kaiser	17 V Tumilty
4 P Laffey	11 J Lauderdale	18 J Shaw
5 G Hall	12 F London	19 G Worthy
6 G Henery	13 Dr G Morris	
7 K Cranney	14 R Payne	

*Resident Representatives (Term of office – 2 years – to May 2008)*

1 James Atkinson	5 Evelyn Leck	9 Ted Jackson
2 Ian Campbell	6 Alan Lloyd	10 Jean Kennedy
3 Bob Farrow	7 Alan Greenwell	
4 Patrick Finnan	8 Brian McBean	

**South Neighbourhood Consultative Forum**

1 S Gibbon	6 M Johnson (Ch)	11 M Turner
2 B Flintoff	7 A Marshall	12 G Wistow
3 S Cook	8 G Lilley	13 D Young
4 C Hill	9 A Preece	
5 M James	10 A Lilley	

*Resident Representatives (Term of office – 2 years – to May 2008)*

1 Mary Green	4 Vacancy	7 Rosemary Kennedy
2 Iris Ryder	5 Michael McKie	
3 Ann Butterfield	6 Michael Ward	

## SCHEDULE C - COUNCIL APPOINTS, INCLUDES AT LEAST ONE EXECUTIVE MEMBER

### C1 JOINT COMMITTEES

*Exercises executive and non-executive functions. Includes two or more representatives.*

**2007/08**

#### **North East Purchasing Organisation**

\*Executive Member

- |      |  |
|------|--|
| (1)* | CLL R JACKSON<br>Portfolio Holder for Neighbourhoods and Communities |
| (2)  | CLL R SUTHERAN   |
| (3)  | CLL R J MARSHALL   |

**SCHEDULE D - COUNCIL APPOINTS ANY MEMBER(S)****D1 LOCAL CHOICE DETERMINATION***Nomination decision previously made in proposals document***2007/08****Cleveland Police Authority**Proportionality figures not  
Available until June 2007.**Cleveland Police Joint  
Committee**

- |     |                  |
|-----|------------------|
| (1) | CLL R WALLACE    |
| (2) | CLL R SUTHERAN   |
| (3) | CLL R PREECE     |
| (4) | CLL R J MARSHALL |

**D2 JOINT COMMITTEE***Non executive function***North Eastern Sea Fisheries  
Committee**

- |     |                |
|-----|----------------|
| (1) | CLL R G LILLEY |
|-----|----------------|

*(Representative chosen on a rota  
basis with Redcar and Cleveland)***D3 COUNCIL BUSINESS BODIES***Council functions. Statutory guidance applies.***Local Joint Consultative  
Committee***(formerly Local Joint Committee  
with Trades Unions)*

- |     |                  |
|-----|------------------|
| (1) | THE MAYOR        |
| (2) | CLL R RICHARDSON |
| (3) | CLL R BRASH      |
| (4) | CLL R JAMES      |
| (5) | CLL R R COOK     |
| (6) | CLL R LAFFEY     |
| (7) | CLL R PREECE     |
| (8) | CLL R J MARSHALL |
| (9) | CLL R G LILLEY   |

**Together Project Steering Group**

- |     |                  |
|-----|------------------|
| (1) | CLL R BRASH      |
| (2) | CLL R R COOK     |
| (3) | CLL R PREECE     |
| (4) | CLL R RICHARDSON |
| (5) | CLL R PLANT      |

**D3 COUNCIL BUSINESS BODIES (Continued)****2007/08****National Association of Councillors**

General Management Committee	CLL R SHAW
Northern Branch	CLL R SHAW

**North East Regional Employers****Organisation**

(Formerly Provincial Employers Organisation)

(1)	CLL R HARGREAVES
(2)	CLL R PREECE
(3)	CLL R A E LILLEY

Executive

(1)	CLL R HARGREAVES
-----	------------------

**Tees Valley Environmental Protection Group**

(1)	CLL R CRANNEY
(2)	CLL R TURNER
(3)	NO NOMINATION

**Teesside Pension Fund**

(1)	CLL R SUTHERAN
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**D4 COUNCIL IN THE COMMUNITY**

*Non-Council functions. Representative role. Statutory guidance applies*

**2007/08**

<b>Age Concern Teesside</b>	(1)	NO NOMINATION
<b>Albert Centre</b> (formerly Alcohol Counselling Service)	(1)	CLL R AKE RS-B ELCHER
<b>Brierton Community Sports Centre</b> - Management Committee	(1)	CLL R AKE RS-B ELCHER
<b>Cleveland College of Art and Design</b> (* term of office extended by college to 31 st August 2007)	(1)	* MRS S G HANSON
<b>Cleveland Community Foundation</b>	(1)	CLL R SIMMONS (sub – Director Of Adult And Community Services
<b>Cleveland Fire Authority</b>	(1) (2) (3) (4)	CLL R J MARSHALL CLL R HENERY CLL R PAYNE CLL R S COOK
<b>Durham Tees Valley Airport</b> Consultative Committee	(1)	CLL R RICHARDSON
Board (Executive Member)	(1)	CLL R HALL
<b>Forum for Racial Harmony</b> (formerly Racial Harassment Forum)	(1) (2) (3) (4)	CLL R HALL. CLL R JOHNSON CLL R RICHARDSON CLL R PLANT

**D4 COUNCIL IN THE COMMUNITY (Continued)***Non-Council functions. Representative role. Statutory guidance applies***2007/08**

<b>Furness Seamen's Pension Fund</b> (4 year term - expires 2008)	(1)	CLL R GRIFFIN
	(2)	CLL R FLEET
<b>Hartbeat (Barnado's)</b>	(1)	CLL R A E LILLEY
<b>Hartlepool Access Group</b>	(1)	CLL R FLEET
	(2)	CLL R YOUNG
<b>Hartlepool Carers</b>	(1)	CLL R FLEET
<b>Hartlepool Citizen's Advice Bureau</b>	(1)	CLL R R COOK
	(2)	CLL R GRIFFIN
<b>Hartlepool College of Further Education</b>	(1)	CLL R MORRIS
<b>Hartlepool Deaf Centre</b>	(1)	CLL R RICHARDSON
	(2)	CLL R J MARSHALL
<b>Hartlepool Families First</b>	(1)	CLL R WALLACE
<b>Hartlepool Fair Trade Town Steering Group</b>	(1)	CLL R RICHARDSON
<b>Hartlepool Indoor Bowling Club</b>	(1)	CLL R JACKSON
<b>Hartlepool People Centre</b>	(1)	CLL R JOHNSON
<b>Hartlepool Sixth Form College</b> (Term May 2005 to May 2009)	(1)	CLL R LAFHEY

**D4 COUNCIL IN THE COMMUNITY (Continued)***Non-Council functions. Representative role. Statutory guidance applies***2007/08****Hartlepool Voluntary Development Agency**

- |     |                 |
|-----|-----------------|
| (1) | CLLR JAMES      |
| (2) | CLLR RICHARDSON |
| (3) | CLLR WALLACE    |

**Henry Smith Educational Trust**

- |                          |         |               |
|--------------------------|---------|---------------|
| Nominated trustees       | (1) *   | CLLR FLINTOFF |
| (Terms of office expire  | (2) **  | CLLR GRIFFIN  |
| * 2009, **2010, ***2011) | (3) *** | CLLR FLEMING  |

- |  |     |               |
|--|-----|---------------|
| Non-educational charity  | (1) | CLLR FLINTOFF |
| (Term of office extended as requested by the Trustees to be reviewed in July 07) | (2) | MR KELLY      |

**Heugh Battery Trust**

- |     |              |
|-----|--------------|
| (1) | CLLR FLEMING |
|-----|--------------|

**New Deal for Communities Steering Group**

- |     |   |
|-----|---|
| (1) | CLLR BRASH                              |
| (2) | CLLR HARGREAVES                         |
| (3) | CLLR RICHARDSON                         |
| (4) | HEAD OF PLANNING & ECONOMIC DEVELOPMENT |

**NHS Continuing Care Review Panel**

- |     |                 |
|-----|-----------------|
| (1) | CLLR SUTHERAN   |
| (2) | CLLR A E LILLEY |

**North Regional Association for the Deaf**

- |               |     |                             |
|---------------|-----|-----------------------------|
| Executive     | (1) | NO APPOINTMENT AT THIS TIME |
| Finance Group | (1) | NO APPOINTMENT AT THIS TIME |

**D4 COUNCIL IN THE COMMUNITY (Continued)**

*Non-Council functions. Representative role. Statutory guidance applies*

**2007/08**

**Northern Regional Home and  
Leisure Safety Council**

Management Steering Committee	(1)	CLL R TURNER
	(2)	HEAD OF PUBLIC PROTECTION AND HOUSING

<b>North Tees Women's Aid</b>	(1)	CLL R PLANT
<i>(formerly Hartlepool Women's Aid)</i>	(2)	DIRECTOR OF NEIGHBOURHOOD SERVICES (or nominee)

**Northern Regional Association  
for the Blind**

Executive	(1)	<i>NO APPOINTMENT AT THIS TIME</i>
General Council	(1)	<i>NO APPOINTMENT AT THIS TIME</i>

<b>Northern Regional Brass Band Trust</b>	(1)	CLL R SIMMONS
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<b>One Voice Tees Valley</b>	(1)	DIRECTOR ADULT & COMMUNITY SERVICES
<i>(formerly Teesside Council for Voluntary Service)</i>		

<b>Owton Rossmere Community Enterprise Limited</b>	(1)	CLL R JOHNSON
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<b>Outdoor Bowls Consortium</b>	(1)	CLL R SIMMONS
	(2)	NO NOMINATION

<b>Owton Fens Community Association</b>	(1)	CLL R FLINTOFF
<i>(3 year terms - expire 2009)</i>	(2)	NO NOMINATION



**D4 COUNCIL IN THE COMMUNITY (Continued)**

*Non-Council functions. Representative role. Statutory guidance applies*

**2007/08**

**Patch (Parent and Toddler Care at Home)**

Management Committee	(1)	CLL R A E LILLEY
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**Preston Simpson Scholarship in Music**

	(1)	* CLLR SIMMONS
*(Member of Children's Services Scrutiny Forum)	(2)	** MRS S G HANSON
**Term expires 2009	(3)	** MR B ISELEY

<b>River Tees Port Health Authority</b>	(1)	CLL R L SUTHERAN
	(2)	NO NOMINATION

<b>Sarah Alice Todd Charity</b>	(1)	CLL R GRIFFIN
	(2)	CLL R ROGAN

<b>Scope on Teesside</b>	(1)	NO NOMINATION
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<b>Seaton Community Centre</b> 3 Seaton Ward Councillors		CLL RS HILL, TURNER AND YOUNG
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<b>Sterndale Scholarship</b>	(1)*	CLL R GRIFFIN
*(Members of Children's Services Scrutiny Forum)	(2)*	CLL R SHAW

<b>Teesmouth Field Centre</b>	(1)	CLL R T URNER
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**D4 COUNCIL IN THE COMMUNITY (Continued)**

*Non-Council functions. Representative role. Statutory guidance applies*

**2007/08**

<b>Teesside Environmental Trust</b>	(1)	CLL R COWARD
<b>Teesside International Eisteddfod</b>	(1)	CLL R RICHARDSON Chair of the Council
<b>Teesside Valuation Tribunal</b>	(1)	MR SMITH
	(2)	MR E A PRIEST
	(3)	CLL R COWARD
	(4)	NO NOM REQUIRED
	(5)	NO NOM REQUIRED
	(6)	MR E JEFFRIES
	(7)	CLL R G LILLEY
	(8)	CLL R A E LILLEY
<b>The Studio Management Committee</b>	(1)	CLL R BRASH
	(2)	CLL R S COOK
	(3)	NO NOMINATION
<b>Tree Council</b>	(1)	CLL R CRANNEY
<b>Victoria and Jubilee Homes</b> Term of Office 2006 - 2010	(1)	CLL R COWARD
	(2)	CLL R HALL
	(3)	CLL R LAUDERDALE
	(4)	MR K CLARKE
<b>West View Advice and Resource Centre</b>	(1)	CLL R GRIFFIN
<b>West View Project</b>	(1)	CLL R ROGAN
	(2)	CLL R PLANT
	(3)	CLL R SIMMONS

**SCHEDULE A - EXECUTIVE APPOINTS EXECUTIVE MEMBERS****1. JOINT COMMITTEES**

*Less than five authorities exercising executive functions.*

**2007/08**

<b>Archives Joint Committee</b>	(1)	CLLRTUMILTY Portfolio Holder for Culture, Leisure and Tourism
<b>Cleveland Emergency Planning Joint Committee</b>	(1)	THE MAYOR

**SCHEDULE B - EXECUTIVE APPOINTS ANY MEMBER(S)****B1. LEADERSHIP BODIES AND PARTNERSHIPS***Executive responsibility identified in Proposals***2007/08**

<b>Association of North East Councils</b>	(1)	DEPUTY MAYOR
	(2)	CLLR RICHARDSON
<b>Executive</b>	(1)	DEPUTY MAYOR
<b>Hartlepool Economic Forum</b>	(1)	THE MAYOR Portfolio Holder for Regeneration and Liveability
<b>Hartlepool Partnership</b>	(1)	THE MAYOR (V/CH) Sub – Cllr Hill
* Can be any Member	(2)*	DEPUTY MAYOR Sub – Cllr Hill
** Leader of the Majority Group, not affiliated to the Mayor	(3)**	CLLR BRASH Sub: Cllr Hall
	(4)*	CLLR RICHARDSON <i>Sub: to be nominated</i>
	(5)	CLLR FLEET Chair – North Neighbourhood Consultative Forum <i>Sub: to be nominated</i>
	(6)	CLLR SUTHERAN Chair – Central Neighbourhood Consultative Forum <i>Sub: to be nominated</i>
	(7)	CLLR JOHNSON Chair - South Neighbourhood Consultative Forum Sub: Cllr Cranney
	(8)	CHIEF EXECUTIVE
<b>Hartlepool Revival Board</b>	(1)	THE MAYOR Portfolio Holder for Regeneration and Liveability
	(2)	DIRECTOR OF REGENERATION & PLANNING SERVICES

**B1. LEADERSHIP BODIES AND PARTNERSHIPS (Continued)**

Executive responsibility identified in Proposals

**2007/08****Local Government Association**

<b>General Assembly</b>	(1)	THE MAYOR
	(2)	CLLR HARGREAVES Portfolio Holder for Performance
<b>Urban Commission</b>	(1)	THE MAYOR Portfolio Holder for Regeneration and Liveability
	(2)	DIRECTOR OF REGENERATION & AND PLANNING SERVICES (or nominee)
<b>Rural Commission</b>	(1)	CLLR KAISER
	(2)	DIRECTOR OF REGENERATION & PLANNING SERVICES (or nominee)
<b>North East Regional Assembly</b>	(1)	THE MAYOR
	(2)	CLLR HARGREAVES
<b>Executive</b>	(1)	THE MAYOR Sub: Cllr Hargreaves
<b>Safer Hartlepool Partnership</b> (Formerly Hartlepool Community Safety Partnership) *Executive Appointment	(1)	* THE MAYOR
	(2)	* CLLR JACKSON
	(3)	CLLR J MARSHALL
	(4)	CLLR SUTHERAN
<b>Executive</b>	(1)	THE MAYOR
<b>Tees Valley Leaders &amp; Chief Executives Meeting</b>	(1)	THE MAYOR
	(2)	DEPUTY MAYOR
	(3)	CHIEF EXECUTIVE

**Tees Valley Unlimited**

Leadership Board	(1)	THE MAYOR (Sub: Deputy Mayor
Planning and Economic	(1)	THE MAYOR
Strategy Board Transport Tees Valley	(1)	CLLR JACKSON Portfolio Holder for Neighbourhoods and Communities
Housing Board	(1)	THE MAYOR

**B2 JOINT COMMITTEES**

*Five or more authorities exercising executive functions.*

**2007/08**

<b>North East Consortium for Asylum Seekers</b>	(1)	CLL R TUMILTY Portfolio Holder for Culture, Leisure and Tourism
<b>Tees Valley Joint Strategy Committee</b>	(1)	CLL R G LILLEY (sub – to be appointed)
	(2)	CLL R WALLACE (sub – to be appointed)
	(3)	CLL R HARGREAVES (sub - to be appointed)
	(4)	CLL R PREECE (sub – to be appointed)
	(5)	CLL R CRANNEY (sub - to be appointed)
<b>Tees Valley Rail Group</b>	(1)	THE MAYOR
	(2)	CLL R TURNER
	(3)	CLL R JACKSON Portfolio Holder for Neighbourhoods and Communities

**B3 OTHER DECISION MAKING BODIES**

*Executive functions statutory guidance applies.*

**2007/08**

<b>Regional Flood Defence Committee</b> (Rotates yearly with Redcar and Cleveland Borough Council – We nominated Cllr Lilley 2004/5)	(1)	REDCAR & CLEVE (sub – Cllr G Lilley
<b>Schools Admission Forum</b>	(1)	.....
Members of Children's Services	(2)	.....
Scrutiny Forum.	(3)	.....
<i>To be appointed at Children's Services Scrutiny Forum on 11<sup>th</sup> June 2007</i>	(4)	.....
	(5)	.....
<b>Schools Organisation Committee</b>	(1)	.....
Members of Children's Services	(2)	.....
Scrutiny Forum.	(3)	.....
<i>To be appointed at Children's Services Scrutiny Forum on 11<sup>th</sup> June 2007</i>		
<b>Tees Valley Joint Health Scrutiny Committee</b>	(1)	* .....
Members of Adult and Community Services and Health Scrutiny Forum	(2)	.....
*Chair 2007/8	(3)	.....
<i>To be appointed at Adult and Community Services and Health Scrutiny Forum on 12<sup>th</sup> June 2007 (TVprop - L-2, AG-1)</i>		
<b>Tees Valley Local Access Forum</b>	(1)	CLLRTUMILTY Portfolio Holder for Culture, Leisure and Tourism
<b>Tees Valley Regeneration</b> (Formerly Tees Valley Development Company)		
<b>Board</b>	(1)	CHIEF EXECUTIVE
<b>Low and Investment Advisory Group</b> *Group suggests should be Regeneration and Economy Portfolio Holder	(1)	* THE MAYOR



**B4 PARTNERS IN DELIVERY**

*Executive functions. Statutory guidance applies.*

**2007/08**

**Hartlepool Power Station****Community Liaison Committee**

- |     |   |
|-----|---|
| (1) | CLLR S COOK<br>Ch Regen & Plng<br>Serv Scrut Forum  |
| (2) | CLLR R COOK<br>Ch Planning Cttee                    |
| (3) | CLLR YOUNG  |
| (4) | CLLR TURNER   |
| (6) | Head of Public Protection<br>& Housing (or nominee) |

**Emergency Planning Committee**

- |     |                                     |
|-----|-------------------------------------|
| (1) | CHIEF EMERGENCY<br>PLANNING OFFICER |
|-----|-------------------------------------|

**Housing Hartlepool**

(Terms of office:

\* 3 years 2006 to 2009

\*\* 3 years 2007-2010)

- |       |              |
|-------|--------------|
| (1)** | CLLR JOHNSON |
| (2)*  | CLLR FLEET   |
| (3)** | CLLR LAFFEY  |
| (4)*  | CLLR WISTOW  |

**Safe in Tees Valley**

Management Committee

- |     |           |
|-----|-----------|
| (1) | THE MAYOR |
|-----|-----------|

Accountable Body

- |     |                 |
|-----|-----------------|
| (1) | CHIEF EXECUTIVE |
|-----|-----------------|

**North-East Community Forest Ltd**

Board

- |     |              |
|-----|--------------|
| (1) | CLLR CRANNEY |
|-----|--------------|

**Tees Forest Steering Group**

Non-executive Members

- |     |              |
|-----|--------------|
| (1) | CLLR CRANNEY |
| (2) | CLLR FLEMING |

**Connexions Partnership  
(formerly Future Steps)**

- |     |   |
|-----|---|
| (1) | CLLR HILL<br>Portfolio Holder for Children's Services |
|-----|---|

**B4 PARTNERS IN DELIVERY (Continued)***Executive functions. Statutory guidance applies.***2007/08**

<b>Durham Heritage Coast Partnership Steering Group</b>	(1)	THE MAYOR Portfolio Holder for Regeneration and Liveability
<b>Association for Public Service Excellence</b> <i>(formerly Association for Direct Labour Organisations)</i>	(1) (2)	CLL R TURNER CLL R HARGREAVES Portfolio Holder for Performance
<b>Captain Cook Tourism Association</b>	(1)	CLL R SHAW
<b>Cleveland Arts – Board of Directors</b>	(1)	CLL R LAFFEY
<b>Durham Coast Rail Line Steering Group</b>	(1)	CLL R YOUNG
<b>Federation of British Cremation Authorities</b>	(1)	Head of Public Protection and Housing (or nominee)
<b>Hartlepool and District Sports Council</b>	(1) (2) (3)	CLL R TUMILTY Portfolio Holder for Culture, Leisure and Tourism CLL R R COOK CLL R YOUNG
<b>HMS Trincomalee Trust</b> (3 year term expires 2008)	(1) (2)	MR FERRIDAY CLL R G HALL
<b>Library Association</b>	(1)	CLL R S COOK

**B5 ADVISORY BODIES****2007/08**

<b>Museum Association</b>	(1) (2)	CLL R GIBBON CLL R WISTOW
<b>National Society for Clean Air</b>	(1) (2) (3) (4)	CLL R HALL CLL R S COOK CLL R G LILLEY HEAD OF PUBLIC PROTECTION & HOUSING (or nominee)
<b>NE. Museums Libraries and Archives Council</b>	(1)	CLL R TUMILTY Portfolio Holder for Culture, Leisure and Tourism
<b>North East Sports</b>	(1)  (2)	CLL R TUMILTY Portfolio Holder for Culture, Leisure and Tourism CLL R R COOK
Executive Committee	(1)	Appointed by North East Sports
<b>Northern Consortium of Housing Authorities</b>	(1) (2)	CLL R J MARSHALL THE MAYOR Portfolio Holder for Regeneration and Liveability
<b>Regional Arts Council</b> 2 year term - Rotates around Tees Valley Authorities (HBC nominated July 2002/04)	(1)	No nomination needed until 2010
<b>Standing Advisory Council for Religious Education</b> (4 year term - ending 2008)	(1) (2) (3)	CLL R PREECE MR CAMBRIDGE CLL R LONDON
<b>Teesside Sport Policy Group</b>	(1)  (2)	CLL R TUMILTY Portfolio Holder for Culture, Leisure and Tourism CLL R R COOK