

# PLEASE NOTE VENUE

## **SOUTH NEIGHBOURHOOD CONSULTATIVE FORUM AGENDA**



**Friday 10<sup>th</sup> August 2007**

**at 6.00 pm**

**in Owton Manor Community Centre,  
Wynyard Road, Hartlepool**

**MEMBERS: SOUTH NEIGHBOURHOOD CONSULTATIVE FORUM:**

Councillors S Cook, Flintoff, Gibbon, Hill, James, Johnson, A Lilley, G Lilley,  
A Marshall, Preece, Turner, Wistow and Young

**Resident Representatives:**

Ann Butterfield, Mary Green, Rose Kennedy, Michael McKie, David Roe, Iris Ryder  
and Michael Ward.

- 1. WELCOME AND INTRODUCTIONS**
- 2. APOLOGIES FOR ABSENCE**
- 3. TO RECEIVE ANY DECLARATIONS OF INTEREST BY MEMBERS**
- 4. MINUTES**
  - 4.1 To confirm the minutes of the meeting held on 15<sup>th</sup> June 2007 (*attached*)
  - 4.2 Matters arising
- 5. PUBLIC QUESTION TIME**

# PLEASE NOTE VENUE

## 6. ITEMS FOR CONSULTATION

- 6.1 Annual Library Plan – *Director of Community Services*
- 6.2 Presentation - Dog Control Orders – *Environmental Action Manager*

## 7. ITEMS FOR DISCUSSION / INFORMATION

- 7.1 Scrutiny Investigation – 'Availability of Good Quality Affordable Rented Social Accommodation in Hartlepool' – *Chair of the Regeneration and Planning Services Scrutiny Forum*
- 7.2 Draft One – Ow ton Neighbourhood Action Plan (NA P) Update – *Head of Regeneration*

## 8. ITEMS FOR DECISION

- 8.1 Review of Polling Districts and Polling Places – *Chief Solicitor*

## 9. WARD ISSUES

## 10. DATE, TIME AND VENUE OF NEXT MEETING

The next meeting of the South Neighbourhood Consultative Forum is to be held on Friday 12<sup>th</sup> October 2007 commencing at 2pm at Ow ton Manor Community Centre, Wynyard Road.

The next meeting of the South Police and Community Safety Forum is to be held on Friday 7<sup>th</sup> September 2007 commencing at 10am at Ow ton Manor Community Centre, Wynyard Road

**WARDS**

Fens  
Greatham  
Owton  
Rossmere  
Seaton

# ***SOUTH NEIGHBOURHOOD CONSULTATIVE FORUM***

**15th June 2007**

## ***MINUTES OF THE MEETING***



The meeting commenced at 10.00 a.m. at Owton Manor Community Centre, Hartlepool

<b>PRESENT:</b>
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Chair: Councillor Mick Johnson - Rossmere Ward

Councillor Shaun Cook	- Rossmere Ward
Councillor Bob Flintoff	- Owton Ward
Councillor Steve Gibbon	- Fens Ward
Councillor Marjorie James	- Owton Ward
Councillor Geoff Lilley	- Greatham Ward

Resident Representatives: Ann Butterfield, Rose Kennedy, Michael McKie, David Roe, Iris Ryder, Michael Ward

Public: M J Arnold, Mrs A Brough, G Fitchett-Bell, L Hall, R and S Harriman, Mr S and Mr W Hotham, Ian Howe, Mr Hoxley, B Jones, S Kell, K Moon, J Newsome, Mrs Robinson, Mr M Sharp, Mrs J Smith, Mr T Stewart, Mr and Mrs Unwin, S Vokes, A Wilcox

Officers: David Frame, Neighbourhood Manager (South)  
Paul Briggs, Assistant Director – Resources and Support Services  
Sue McBride, Neighbourhood Development Officer  
Iain Campbell, Highways Technician  
Richard Waldmeyer, Principal Planning Officer (Policy, Planning and Info)  
Russell Hall, Planning Officer  
Paul Mitchinson, Highways Services Manager  
Jo Wilson, Democratic Services Officer

Housing Hartlepool Representative:

Police Representatives: PC Dave Myers

## 1. RESIDENT REPRESENTATIVE ELECTION

Due to an existing vacancy an election for a new resident representative was carried out prior to the meeting. The nominations were as follows: -

Stephen Benvin  
Ray Harriman  
Keith Kitching  
David Roe  
Sally Vokes

The election for the resident representative was conducted and David Roe was duly elected.

## 2. APOLOGIES FOR ABSENCE

Apologies were received from Councillors Cath Hill, Allison Lilley, Ann Marshall, Arthur Preece, Gerald Wistow and David Young and Resident Representative Mary Green.

## 3. TO RECEIVE ANY DECLARATIONS OF INTEREST BY MEMBERS

None

## 4. MINUTES

The minutes of the meeting held on 30th March 2007 were confirmed subject to the inclusion of Resident Representative Ann Butterfield's name on the list of attendees .

## 5. MATTERS ARISING

**Alleygates in the Greatham area –** Resident Representative Mike McKie asked if there had ever been a request for alleygates in the South Fens area. Mr McKie produced minutes for a previous meeting which indicated that a proposal

had been put forward for alleygates in Barford Close. Councillor Geoff Lilley advised that the minutes had been incorrect but were not corrected at the time. The Neighbourhood Manager stated that a range of potential options had been discussed at that meeting. The residents were aware that there had been no suggestion to erect alleygates in Barford Close. The Neighbourhood Manager also indicated that it was possible the suggestion could have been made but this does not mean it would have gone any further and in fact it had not. Mr McKie requested that in future the minutes be as accurate a record of the meeting as possible in the future.

## Issues in relation to space for sport and art funding – document of

**application** – Councillor Marjorie James reported that she had not yet received a copy of the application made by Owton Primary School as requested at the previous meeting. The Assistant Director – Resources and Support Services – advised that he had some information and would arrange for this to be forwarded.

Councillor James then went on to advise the Forum that the request made for Scrutiny to examine this issue would be considered at a Children's Services Scrutiny Forum meeting on Monday 18<sup>th</sup> June. She suggested that the issue could be included as part of the overall Building Schools for the Future consultation.

## 6 PUBLIC QUESTION TIME

**Visual Police audits** – Councillor Marjorie James advised that visual audits were a regular feature in the Owton Ward between the Police, Councillors and Resident Representatives. However the usual 10am start time was not convenient for Councillor James as she was unable to get the time off work. She requested

that an alternative time be found as she did not like being constantly excluded. The Neighbourhood Manager advised that he would speak to Councillor James on this matter following the meeting while PC Dave Myers said he would ask his Sergeant to contact Councillor James regarding a more convenient time.

**Newark Road** – Councillor Geoff Lilley reported problems with anti-social behaviour along the beck, particularly in regard to damage to trees. PC Dave Myers indicated that this problem was being dealt with and referred to a recently publicised seizure of alcohol in the area.

**Greatham Playground** – Councillor Geoff Lilley reported complaints from a resident that objects were being thrown at their windows and causing damage to their fence. Complaints to the police left on an answering machine were not being answered. PC Dave Myers advised that previously there had been so many contact numbers that nobody had known which one to use. This had since been rectified and details were given of the following numbers:

235811 – Dave Myers personal contact number

221151 – Headquarters

PC Myers advised that if there was no answer on his contact number residents should leave their name and address and he would get back to them as soon as possible. PC Myers also advised anyone reporting an incident to the Headquarters to ensure they were given an event number.

**Departing PCSO** – Councillor Geoff Lilley queried if there were plans to replace PCSO Carl Johnson should he leave. PC Dave Myers confirmed a new person would be put in place.

**Tree damage** – Resident Mrs Smith commented that she felt some PCSO regarded damage to trees, fires in fields and beck pollution as being unimportant. The Neighbourhood Manager indicated that he would be very concerned if this was correct and would take the matter up with Sgt Galloway and PC Myers.

**Crime Prevention Vehicle** – Councillor Steve Gibbon asked if the Crime Prevention Vehicle would be at the Fens Shops the following day. PC Myers advised that it would be and consideration was being given to its being sited there on a permanent basis. Resident Mr Hotton asked why the Vehicle was always in this area and PC Myers advised that there was nowhere available in the Fens/Greatham area to sit with the public. Resident Representative Michael McKie asked if it would be possible for the Vehicle to move between the Fens shops and Greatham as it was difficult for Greatham residents to get to the Fens. PC Myers said this was already being considered.

**Rossmere Way** – Resident Mr Stewart reported that a group of approximately 30 youngsters had been gathered on the corner of the school play area on two nights in the previous week. PC Myers indicated that no calls relating to this matter had been received and the Chair advised that residents should report incidents at the time they occurred. Mr Stewart said he had seen the police in the area on one of the evenings but PC Myers said this was unconnected.

**Rossmere Park** – Councillor Shaun Cook requested a visual police audit of this area.

**Rossmere Way footpath** – Resident Mr Sharp raised concerns relating to the state of the footpath on Rossmere Way. He requested that a copy of the 5-year written plan in relation to Council

maintenance programmes be made available to him. The Highway Services Manager detailed the difference between emergency maintenance and routine maintenance, advising that nationally recognized standards were applied. The maintenance programme was available to the public. However Mr Sharp advised that the inspection report was not available. The Chair suggested Mr Sharp take this matter up with the relevant Portfolio Holder as a constitutional query which the Highway Services Manager could not be expected to answer. It was also suggested that this issue could be covered in a presentation at a future meeting.

**Rossmere Action Group** – Resident Mr Stewart reported the recent constitution of the Rossmere Action Group. He went on to ask if action could be taken about trees in Rossmere Park blocking the light to houses in Rossmere Way. Councillor Marjorie James advised that action of this kind had recently been taken in Rift House and usually resulted in trees being reduced or removed. She requested that officers show the same sensitivity in this case. The Chair indicated a formal letter on this issue would be sent to officers.

## **5. PRESENTATION - BUILDING SCHOOLS FOR THE FUTURE – STAGE 3 CONSULTATION**

The Assistant Director – Resources and Support Services - gave a presentation on Building Schools for the Future. This was a Government initiative which would provide money to rebuild, remodel and refurbish Hartlepool's secondary schools. The second stage of the consultation had been completed on 2<sup>nd</sup> March 2007 with the results showing 70% of respondents in favour of the closure of Brierton and 63% in favour of co-locating Catcote Secondary and Springwell Primary Special Schools. Stage 3 was now

underway and a copy of the Stage 3 Consultation Document was made available for those present.

This stage of consultation would run until 27<sup>th</sup> July 2007. In addition to the Consultation Document, information could be viewed on the website [hartlepool.gov.uk/schoolscapital/bsf](http://hartlepool.gov.uk/schoolscapital/bsf). A number of public consultation meetings would be held at schools across Hartlepool where residents could voice their concerns. They could also contact Christine Lowson directly at the Civic Centre or via the email address [bsf@hartlepool.gov.uk](mailto:bsf@hartlepool.gov.uk).

Included in the presentation were slides relating to the following

- When Brierton School might close
- How pupils would transfer to other schools
- Support for Brierton pupils and their families
- Arrangements and support for pupils with Autistic Spectrum Disorder
- Support for Brierton teaching and support staff
- Partner Primary Schools

The Assistant Director stressed that no decisions had yet been made.

Following the presentation the following questions/issues arose:

**Pupils** – Councillor Shaun Cook said he hoped consideration would be shown to pupils moving midway through their GCSE studies or during their options year. The Assistant Director explained that every attempt would be made to move pupils at the end of key stages in their education. The alternative had been to close the school entirely after five years but this was felt akin to a long lingering death.

**Future plans** – Councillor Shaun Cook asked if additional funding would be made available to other secondary schools in Hartlepool should Brierton close. While emphasising that no decision had yet been made the Assistant Director confirmed that should this happen plans were being formulated to aid other schools in their intake of extra pupils. All secondary schools in Hartlepool had agreed to expand should this be required and money was available for measures should as temporary accommodation as well as more permanent expansion.

**Manor College of Technology** – Councillor Marjorie James requested that consideration be given to Manor College being the first school earmarked for building work should the decision be made to close Brierton. The majority of Brierton children were from the Owton area and would therefore be most affected by any changes. Councillor James also asked that a unit be provided at Manor for children with Autistic Spectrum Disorder as it was felt unfair to remove them from mainstream education at this stage. The Forum supported Councillor James' viewpoints. The Assistant Director advised that external advisors were being appointed very shortly and it was his guess that Manor College would have to be completely rebuilt in the event of Brierton closing. This process could be started ahead of other school expansions but would necessarily take longer than refurbishment.

**Transport issues** – Councillor James expressed concern about transporting Brierton children should they be sent to schools outside walking distance. Additional costs to parents should be prevented. The Assistant Director indicated that this particular issue had been discussed at length and free

transport would be needed for low income families over a certain distance. Government funding was expected to support safe walking, cycling and enhanced and dedicated public transport. Councillor Geoff Lilley advised that it would be nice to know the implications of any Government funding in advance while Councillor Marjorie James was of the opinion that parents should shoulder some of the cost, particularly if they chose to send their children to a school well outside their local area.

**Financial impact** - The Chair referred to the financial impact in other areas such as the cost of uniforms and asked if the phrase indicating that there "may" be support in the consultation document could be made more definite. Brierton was one of the most deprived wards in the country. The Assistant Director said they had not wanted to give any guarantees in the consultation document however help would be provided where it was most needed.

**Teaching staff** – Resident Representative Michael Ward had concerns regarding the retention of quality teaching staff at Brierton. The Assistant Director advised that while some staff would move he was confident that there would be more staff than needed for the remaining pupils. All secondary schools had pledged their support to Brierton pupils during any future changes.

**Primary Schools** – Resident Mr Stewart asked when Hartlepool's primary schools would go through this process. The Assistant Director reported that funding for Primary Schools would be available from April 2009. In response to further questions he advised that a bid was made to the Government 18 months ago to replace Jesmond Road Primary School but this was refused. Interim

improvements had been made including the removal of the old nursery hut.

**English Martyrs** – Resident Mr Stewart asked if pupils from Kingsley and Brierton would be invited to attend English Martyrs. The Assistant Director reported that as a Catholic school their first priority would be Catholic pupils. However they were happy to take their share so long as parents were in agreement.

**Brierton sports facilities** – Councillor Shaun Cook asked that no consideration be given to their demolition. The Assistant Director advised that the lottery funding used for Brierton Community Sports Centre had a 25-year penalty. Keeping it open was therefore a given.

**Autistic Spectrum Disorder** – A resident referred to reports that a unit for ASD sufferers would not be available until 2009. The Assistant Director indicated that should Brierton close facilities would be available on both sites during the transitional years. This was intended to be a seamless change possibly using temporary accommodation in the short term.

**Forced closure** – Resident Representative Michael McKie said he felt the £90 million offered by the Government was an incentive to close Brierton. He was against the closure and everyone he had spoken to was of a similar viewpoint. Would this happen again with the primary schools? The Assistant Director said the government had not given instructions that Brierton had to close but they had been asked to formulate a strategy for future education. Experts had calculated a drop of over 1,000 pupils of secondary school age in the next 10 years and changes had to be made for that eventuality. The possible closure of Brierton was something which had been proposed by officers following public consultation. 400 people had

responded and 70% had indicated that they would be in favour of the closure of Brierton. Councillor Marjorie James reported that during the Stage 2 consultation event at Brierton School not one person had defended it remaining open. Their only concern had been their children's future.

The Chair thanked the Assistant Director for attending the meeting and answering questions.

## 6. TEES VALLEY JOINT MINERALS AND WASTE DEVELOPMENT PLAN DOCUMENTS: KEY ISSUES AND ALTERNATIVE OPTIONS REPORT

The Principal Planning Officer gave a brief report on the Tees Valley Minerals and Waste Development Plan consultation. The Key Issues and Alternative Options Report was the first stage of preparing the Waste Development Plan and identified issues affecting minerals and waste development, providing spatial planning options for dealing with these.

Public consultation was currently being carried out and a key part would be the drop-in session at the Central Library on 18<sup>th</sup> June 2007, from 3pm-7pm. Present would be employees of the environmental consultants Entec UK and Council Planning Officers. Copies of the Key Issues and Options report were available at all branch libraries, via the Council website and through Tom Britcliffe on 523532. Comments on the reports should be submitted by the end of June 2007.

Resident Representative Iris Ryder felt there was a possible conflict of interest given that the consultants, Entec UK, were employed by the waste disposal companies. How could they be impartial?



She had made an official complaint but nothing had been done. Councillor Marjorie James, in her role as chair of Scrutiny Co-ordinating Committee asked for a written response to this issue before deciding whether an enquiry should take place. That Chair asked that the Principal Planning Officer take this issue back and arrange for a written response to Councillor James.

The Chair thanked the Principal Planning Officer for attending the meeting.

## **7. MINOR WORKS BUDGET 2007/08**

The Neighbourhood Manager advised the Forum that £52,000 had been delegated to the South area for the 2007/08 financial year with an additional £20,000 for highway related works. Further to this, an additional £15,000 was allocated to address the common issue of the conversion of grass verges to hard standing, where the Forum considered this appropriate.

The Forum was reminded of the framework for consideration of proposed schemes and the Neighbourhood Manager indicated that proposals would be welcome from Ward Councillors and residents.

The following issues/queries were then raised:

**Parking bays** – Councillor Geoff Lilley requested an update on the formulation of a working party to consider this issue. The Neighbourhood Manager advised that the Highway Services Manager was looking at this and councillors would be contacted in due course

**Seaton Carew contaminated land** – Resident Representative Iris Ryder asked that the existing fences be replaced between houses rather than wiring. The

Neighbourhood Manager advised he would contact the relevant people on this matter.

**Multi-Use Games Area** – Councillor Marjorie James referred to the recommendation made at the North Neighbourhood Consultative Forum that money be set aside for multi-use games areas in a rolling programme. The Neighbourhood Manager indicated that this was something that could be looked at and discussed with the Chair of the Forum.

**Greatham Play Area** – Resident Representative Michael McKie asked if he could meet with the Neighbourhood Manager regarding this issue. Councillor Geoff Lilley reported that he was meeting with the Chair of Greatham Parish Council the following week and invited Mr McKie to attend also.

## **8. MINOR WORKS PROPOSALS**

The Forum were asked to agree to recommend the following minor works schemes to the Portfolio Holder for approval:

1. Fens Ward – Newark Road – replacement of lighting columns - £11,500
2. Seaton Ward – Glaisdale Grove – replacement./installation of lighting columns- £3,500
3. Seaton Ward – Bilsdale Road – replanting/creation of shrubbed areas - £2,605
4. Pride in Hartlepool – Various Locations - £5,000
5. Dropped crossings – Various Locations - £3,500

Detailed information on all schemes was given.

### Decision

That all schemes, at a cost of £26,105, be recommended for approval to the Portfolio Holder.

## 9. WARD ISSUES

**Loch Grove parking bays** – Councillor Marjorie James asked if a petition had been raised. The Neighbourhood Manager indicated that this would be considered at a Portfolio meeting the following week.

**Greatham Playground** – Councillor Geoff Lilley requested that the condition of the fence abutting the neighbouring properties be looked at. This could be looked at at the meeting regarding the play area the following week.

**Seaton Meadows** – Councillor Shaun Cook requested that this area be cleaned as debris was causing damage to pedestrians and cyclists. The Chair indicated that the Council would continue to liaise with the Environment Agency regarding this ongoing issue. Resident Representative Iris Ryder reported that Seaton Meadows had been on fire several weeks ago and asked for a written response on action to be taken. She had informed the Fire Brigade Chief at the time.

Councillor Geoff Lilley referred to the forthcoming end of use for the landfill site. He suggested the Forum contact Alab to make suggestions as to what should be put there. It would be an opportunity to make the best of a bad job. The Chair would write to the Head of Regeneration and Planning to request this.

**Rossmere Park** – Councillor Shaun Cook asked if CCTV cameras could face the playground rather than St Theresa's School. The Chair advised that the camera was used for the general area, rather than specific spots. Councillor Cook asked if it would be feasible to purchase an additional camera using minor works funding but the Chair said there would not be enough money in the annual budget to cover the cost. Lighting improvements had been carried out in this area.

**Recycling** – Despite the recent changes waste was still being scattered about. The Neighbourhood Manager said these problems would be rectified in due course following the completion of a retendering exercise for this service. Resident Representative Michael McKie asked if a representative from the Council could be invited to a future meeting so suggestions could be put forward as to improvements. The Chair supported this, saying residents had been let down by the quality of service.

**Fens grassy banks** – Councillor Geoff Lilley referred to concerns with youths hiding. The Neighbourhood Manager said thinning out of these areas would be considered as a Winter programme under the Community Payback Scheme.

**Seaton Beach** – Resident Representative Iris Ryder asked if the current cleaning programme could be spread further than the current amenity area. The Neighbourhood Manager advised that if this happened the clean standards of the amenity area would decrease. It was a balancing act.

**Rossmere Way parking problems** – Resident Representative Rose Kennedy asked for feedback as to the consultation which had resulted in a traffic island dividing Rossmere Way. She had understood that this was to be a crossing

and felt an island was a parking accident waiting to happen. The Neighbourhood Manager reported that consultation was ongoing regarding the implementation of yellow lines in the area but some residents had objected to this as it would leave them with nowhere to park. Mrs Kennedy said there were spaces available in Ardrossan Road and it was not necessary to park directly outside one's property. The Chair indicated that a request had been made for residents only parking in the Courtyard. The Traffic Team Leader would clarify the situation and arrange a meeting with the resident.

MICK JOHNSON

CHAIR

**Owton Manor potholes** – Resident Representative Ann Butterfield asked if potholes leading from Manor College of Technology to the bottom of Owton Manor Lane could be inspected. She also referred to the grass verges in Inchcape Road. The Highways Technician would investigate these issues

**Community Policing** – Councillor Geoff Lilley asked if the Chief Constable would come to the next Police and Community Safety Forum to discuss community policing. The Chair indicated he would request in writing the attendance of the District Commander.

#### **10. DATE, TIME AND VENUE OF NEXT MEETING**

The South Neighbourhood Consultative Forum is to be held on Friday 10<sup>th</sup> August 2007 commencing at 6.00 pm at Owton Manor Community Centre, Wynyard Road.

The South Police and Community Safety Forum is to be held on Friday 7<sup>th</sup> September 2007 commencing at 10.00 am at Owton Manor Community Centre, Wynyard Road.

Councillor Michael Johnson  
Chairman  
South Neighbourhood Consultative Forum  
5 Benmore Road  
Hartlepool  
TS25 3DF

Civic Centre  
Hartlepool TS24 8AY

Tel: 01429 266522  
Fax: 01429 523701  
DX: 60669 Hartlepool-1



**HARTLEPOOL**  
BOROUGH COUNCIL

Our Ref:

2 July 2007

Superintendent Steve Ashman  
District Commander  
Hartlepool  
Hartlepool District Police Office  
Avenue Road  
Hartlepool  
TS24 8AY

Dear Steve

**South Neighbourhood Consultative Forum Neighbourhood Policing  
update**

Following a recent South Neighbourhood Consultative Forum it was mentioned that yourself and Alistair Simpson had given an undertaking to re visit the South Forum a year after the introduction of the Neighbourhood Policing Project in Hartlepool. As I recall this was at a South Neighbourhood Police and Community Safety Consultative Forum in 2006 held at the Owton Rossmere Recourse Centre on Wynyard Road.

I would be grateful if you could let me know if this is possible and I will request Democratic Services at Hartlepool Borough Council contact your office and make the necessary arrangements.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Michael'.

Councillor Michael Johnson  
Chair  
South Neighbourhood Consultative Forum

Councillor Michael Johnson  
Chairman  
South Neighbourhood Consultative Forum  
5 Benmore Road  
Hartlepool  
TS25 3DF

Civic Centre  
Hartlepool TS24 8AY

Tel: 01429 266522  
Fax: 01429 523701  
DX: 60669 Hartlepool-1

Our Ref:

2 July 2007

Mr Peter Scott  
Director of Regeneration and Planning  
Hartlepool Borough Council  
Civic Centre  
Hartlepool  
TS24 8AY



**HARTLEPOOL**  
BOROUGH COUNCIL

Dear Peter

**South Neighbourhood Consultative Forum – Landfill site at Seaton Meadows - ALAB**

Following a recent South Neighbourhood Consultative Forum some issues were broached relating to the Seaton Meadows landfill site owned and operated by ALAB.

It was pointed out that the height and size of the site has already exceeded what was originally authorized within its permissions. I would be thankful if you could supply the Forum with some clarity on this point.

It was also mentioned that upon completion the site was to be converted to a nature reserve accessible to the public.

It was expressed that it would now be an ideal time for the Borough Council and ALAB to begin formal work on the nature reserve plans in order to create a site that will enrich and enhance the local area and also ensure that some revenues taken from the site, which is now at an increased capacity, are used to ensure that a safe and welcoming environment is effectively created promoting bio diversity and suitable habitats on the site. I understand that ALAB have a Community Liaison Group currently meeting regularly and it has been recommended that the council become more involved and begin to have more of an input to develop the nature reserve plan.

I would be grateful if you could give the concerns raised by elected members, resident representatives and members of the public, your attention and advise as to how we can ensure that the end result is a site that is useful and relevant to what the local community want.

I look forward to hearing from you.

Yours sincerely

Councillor Michael Johnson  
Chair  
South Neighbourhood Consultative Forum

**RSCT/JP**

**Richard Teece**  
**☎ Direct Line (01429) 523272**

25 July 2007

Councillor Michael Johnson  
Chair South Neighbourhood Consultative Forum  
5 Benmore Road  
HARTLEPOOL  
TS25 3DF

Dear Councillor Johnson

***SOUTH NEIGHBOURHOOD CONSULTATIVE FORUM  
LANDFILL SITE AT SEATON MEADOWS – ALAB***

I write further to your letter of 2 July to Peter Scott about the above. I apologise for the delay in replying.

I enclose a copy of a report which is being presented to the Hartlepool Partnership on Friday which outlines the current position. Investigations/discussions with the Company are continuing.

As you rightly point out there is a Community Liaison Group and my team is looking to become actively involved.

Finally, the approved application includes a plan showing how the area will be landscaped. It may however be opportune to discuss this further with the Company, perhaps initially through the Liaison Group. We will progress this.

I trust this information is of assistance to you.

Yours sincerely

***Richard Teece***  
***Development Control Manager***

cc Peter Scott  
Stuart Green  
Councillor R Cook  
Roy Merrett

## **SEATON MEADOWS LANDFILL SITE**

Report by Hartlepool Borough Council

Item for Information

### **1.0 PURPOSE OF REPORT**

- 1.1 To outline the current planning position in relation to Seaton Meadows landfill site

### **2.0 LINKS TO THE COMMUNITY STRATEGY**

- 2.1 The Environment and Housing theme of the strategy seeks a more attractive environment that is safe clean and tidy

### **3.0 BACKGROUND**

- 3.1 The partnership had been made aware by board members and local residents that there was a growing concern in relation to the condition of the site.

### **4.0 THE PLANNING POSITION**

- 4.1 The Seaton Meadows landfill site has a long and complicated planning history. Planning permission was most recently given by Hartlepool Council in 2000 for an extension to the site and the raising of the landform to create a nature reserve. The finished height of the mound was agreed at just over 18metres. It should be noted that tipping practice enables an operator to tip to a higher level – pre-settlement level – as settlement to the finished level will occur.
- 4.2 In May of this year concerns started to be raised about the method of tipping and the height of the mound.
- 4.3 Subsequent investigations have confirmed that tipping has taken place on the site to heights above pre-settlement levels.
- 4.4 This has occurred due to an outbreak of a slow burning underground fire within an operational cell. The Environment Agency has confirmed that tipping has been temporarily suspended within the fire-affected part of the site until the situation can be satisfactorily brought under control.
- 4.5 The site operator has stated in a letter, verified by the Environment Agency that a temporary cap is being applied with a view to extinguishing the fire. In the meantime a further phase / cell of the site is to be excavated.
- 4.6 The operator has indicated that any 'overtipping' of general waste has now ceased. He has been requested to provide a method statement for the removal of overtipped waste to this new cell once it has been completed. The Council's Planning Committee has resolved to take formal enforcement action should tipping of general waste continue and other matters continue to be investigated.
- 4.7 A number of people have complained about unacceptable odour emanating from the direction of Seaton Meadows. Having discussed this with the Council's Public Protection team it is understood that in recent times this has been associated on an ongoing basis with the nearby sewage works rather than Seaton Meadows. The potential for odours being released from moving overtipped material will however have to be addressed within the method statement.

### **5.0 RECOMMENDATION**

- 5.1 ***The Board is requested to note this report.***

**Report of:** Director of Community Services

**Subject:** ANNUAL LIBRARY PLAN

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**1. PURPOSE OF REPORT**

- 1.1 To consider the draft Annual Library Plan (**Appendix 1**) for consultation.

**2. BACKGROUND**

- 2.1 The Plan describes the proposed priorities and actions of the library service during 2007/8 and how they contribute to delivery of the Council's Departmental and Corporate plans. Throughout the consultation period of June and July the public are asked to read, comment and make suggestions regarding the plan.

**4.3. ANNUAL LIBRARY PLAN**

- 3.1 The Annual Library Plan is part of the Budget and Policy framework of the Council and is required to allow examination of the service and its development.

- 3.2 The plan highlights actions to be undertaken this year, which include the introduction of the restructured vehicle services, improvement of family history services, increased use of libraries as venues for literary and author hosted events and close working with Children's Services to support children's literacy and family learning.

In 2007/8 a strategic review and longer term forward plan for Hartlepool's Library Services will take place. The public will be invited to take part in this process. Further consultation will be carried out through the Neighbourhood Forums.

**5.4. CONSULTATION**

- 4.1 Public consultation on the library plan will be through the Neighbourhood Consultative Forums, and with stakeholders and users. Notices are displayed and copies of the Annual Library Plan are available in all library service points. Members of the public are invited to read the plan and to make comments, suggestions or to ask questions about the plan. The notices provide details of the Neighbourhood Consultative Forums.



## **6.5. TIMETABLE**

- 5.1 Consultation will take place throughout June, July and August with the plan then being referred to the Adult Care and Community Services Scrutiny Panel. It will then be returned to Cabinet in September and onward for full Council approval in October 2006.

## **6. DIVERSITY**

- 6.1 The Annual Library Plan includes actions specific to the Council's diversity policies and procedures and seeks to mainstream diversity considerations into all activities

## **7. RECOMMENDATIONS**

- 7.1 Public are asked to consider the plan and its contents and to make comments and suggestions.

CONTACT OFFICER, and all enquiries

Graham Jarritt,  
Borough Librarian  
Central Library  
124 York Road  
Hartlepool  
TS26 9DE

Tel (01429) 272905  
(internal 3612)

email: [graham.jarritt@hartlepool.gov.uk](mailto:graham.jarritt@hartlepool.gov.uk)

Please contact Graham Jarritt if you require this report, or the library plan in larger print or audio format



**Library Service**

**Annual Library Plan**  
***(draft)***

**2007/08**

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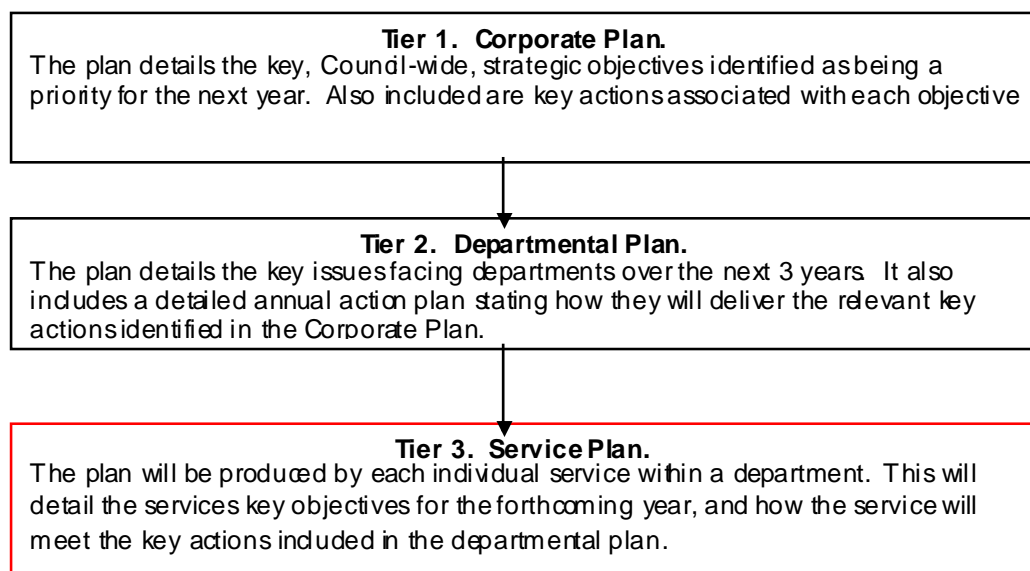
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## Introduction

This document is the Library Service Plan for 2007/08 and forms part of the Council's overall Service Planning arrangements. The plan details the key priorities and issues facing the Library Service over the next year, and includes a detailed action plan showing how these priorities will be delivered.

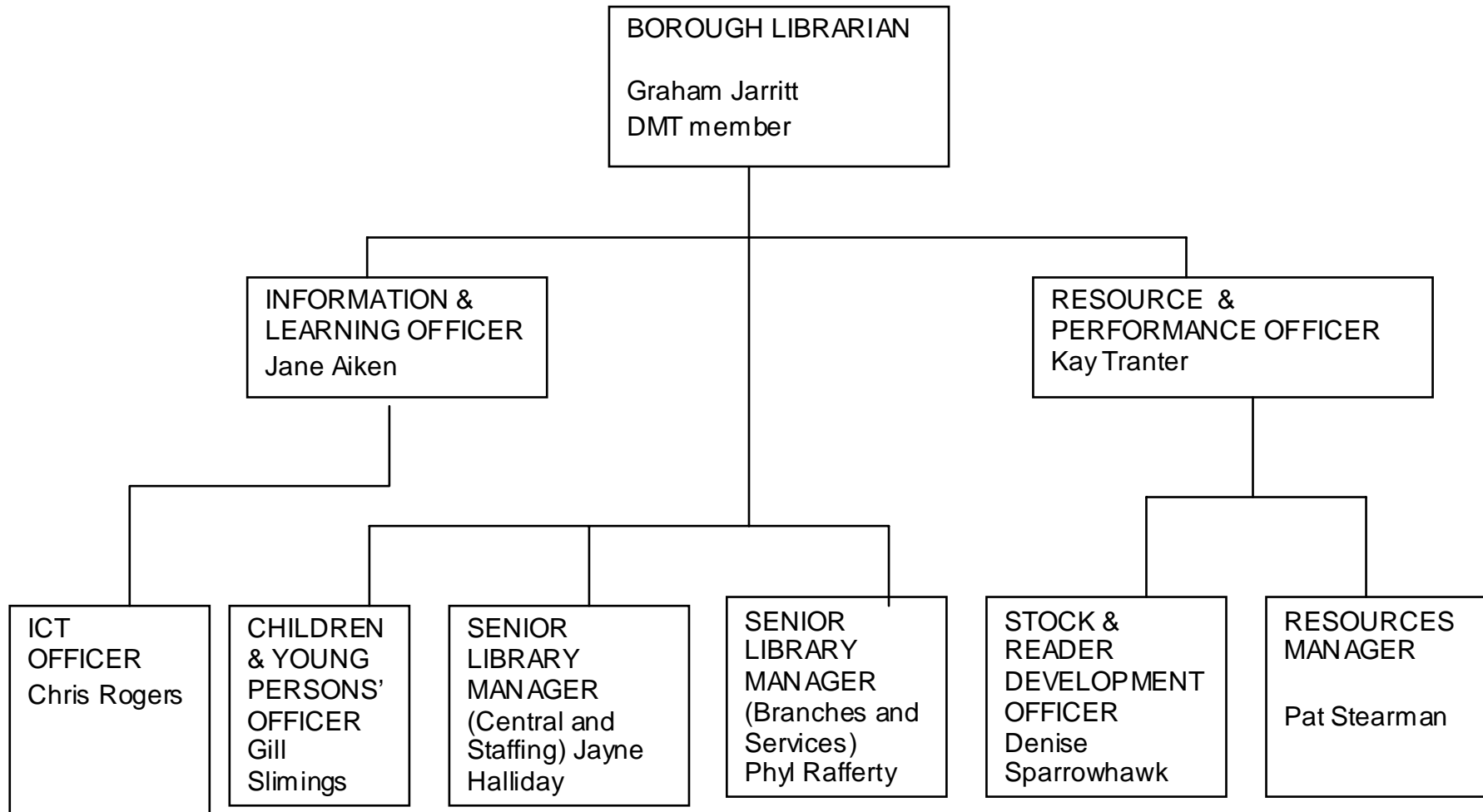
The plan details how the Library Service will meet the Council's key priorities as stated in the Corporate Plan and the Adult & Community Services Department's key priorities as stated in the Adult & Community Services Departmental Plan 2007/08-2009/10.

This plan should be looked at in conjunction with both the Council's Corporate Plan, and the Adult & Community Services Departmental Plan, that together form part of the Council's overall Service Planning Arrangements. Figure 1, below, demonstrates how the plans are linked: -

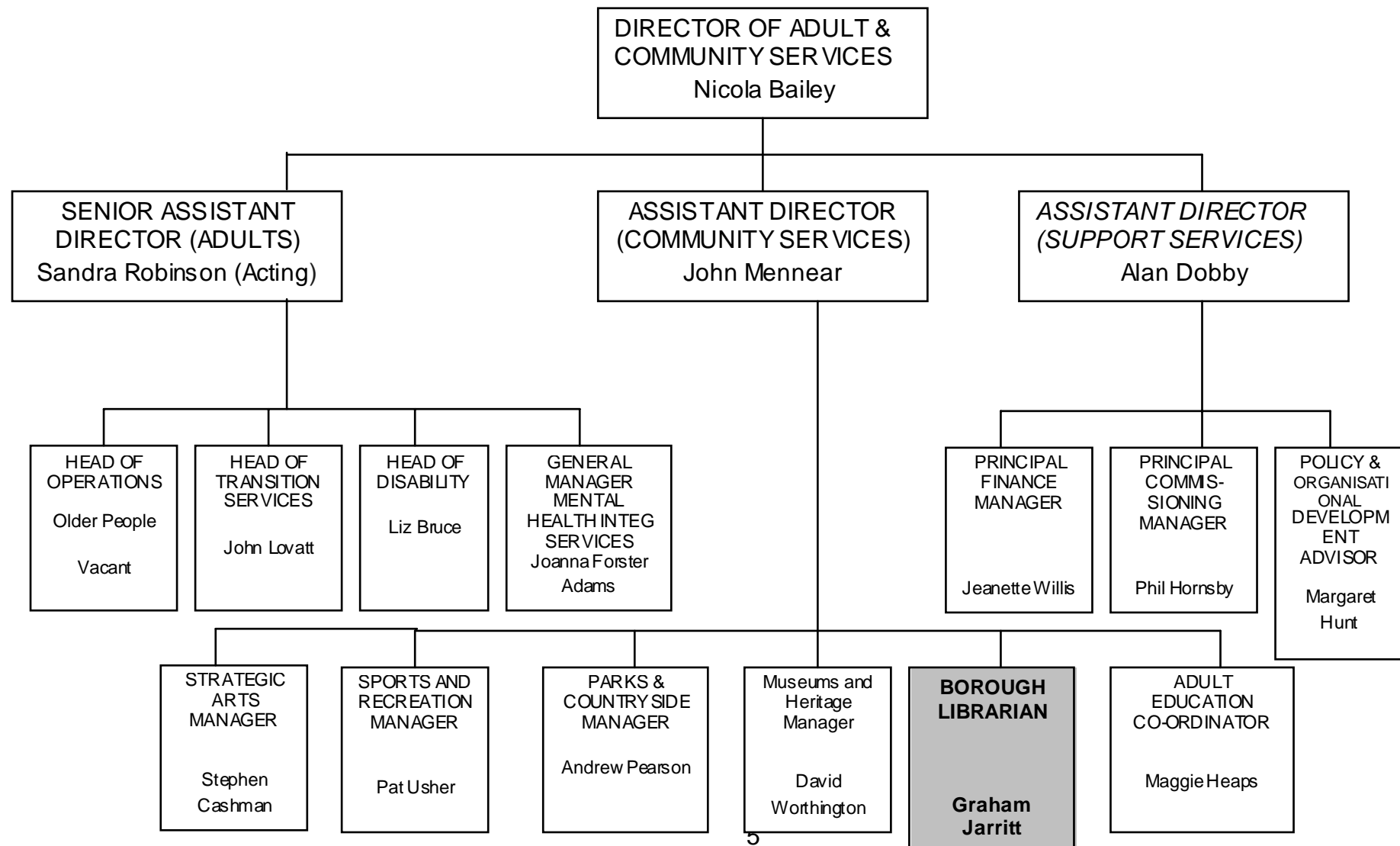


This approach ensures that any objective that appears in the Corporate Plan can be traced through the Departmental plan to specific actions in the service plan, and vice versa. It allows the employees delivering services to explicitly see how their actions contribute to the Council's overall objectives.

## Library Service Senior Management Structure



## Where Libraries fit within Adult and Community Services Departmental Management



|

## **Performance Management**

- **Monitoring and Reporting**

The action plan detailing how the department will meet its main objectives for the forthcoming year will be monitored constantly, and reported regularly to Departmental Management Team on a quarterly basis.

Throughout the year, in certain circumstances, it may become necessary to either remove or amend an objective or specific action from the action plan. This could be for a number of reasons, such as changing priorities or a delay in implementing a particular scheme through unforeseen circumstances. Any amendments to the plan will only be made with full agreement of DMT.

- **Reviewing the Plan**

As previously explained the action plan will be constantly monitored and reviewed, with any proposed changes being presented to DMT for agreement.

The plan will also be used as a management tool to monitor library senior managers' performance through the monthly update meeting.

- **Communication**

The Library will communicate performance internally through the staff newsletter, through the library section heads meetings, through the library managers' service team meetings and through individual and collective staff-update meetings.

Externally, the library will communicate and consult on its plan, aims and objectives directly with the public, through the Neighbourhood Forums, with users at all service points and with stakeholders through electronic or postal communication.



## **The Library Service**

The Library in Hartlepool provides services from the Central Library and six branches. It also operates a mobile library bus and a van delivered home library service. It supports and provides stock for Brougham Annexe Library, which is run by the voluntary Wharton Trust.

Although traditionally seen as somewhere that lends books and provides a place to study, the public library provides a far broader range of services. Framework for the Future, the ten year forward plan for libraries sets the priorities for library provision as:

- The promotion of reading and informal learning.
- Access to digital skills and services including E-Government
- Measures to tackle social exclusion, build community identity and develop citizenship.

The library promotes and supports reading and literacy for all ages. For adults there are reading groups, literary events and creative writing projects as well as a large range of books and materials in other formats. Children and young people are supported through a large selection of reading materials, homework clubs and a robust programme of events throughout the school holidays. The Summer Reading Challenge annually encourages reading throughout the summer school break. Bookstart, run by a partnership of the Library, Children's Services and Health Visitors, provides special packs of books and other materials to encourage development of reading and learning throughout the early years.

The library supports learners. It provides study places, books and materials, public free access to ICT and a number of online databases. It also works with Adult Education in the hosting of training courses and works closely with Hartlepool College of Further Education. The library is the principal provider of free, open public access to computers and the internet in Hartlepool.

The library seeks to provide services to hard to reach groups. In Partnership with the Tees, Wear and Esk Valleys Mental health Trust and MIND it provides mental wellbeing book collections for information and self help and runs a reading group for people with mental health issues. The Library supports basic skills learning and works with the Youth Service to provide services to young people at risk. The library is open to all and is highly regarded by many people in the town who value its services and role as a community resource.

The Library in Hartlepool scores well in satisfaction ratings and national standards measurement. At the same time, within a broader national debate it is necessary to consider the appropriate direction of travel to ensure a sustainable and high quality library service in the town. In 2007/8 the library will produce a strategic document to consider the longer-term development of the town's library services

## **Priorities**

Library Service Priorities for this 2007/8 are

- Ensure Library Services are easily accessible to vulnerable groups and contribute to the preventative mental wellbeing agenda.
- Develop milestones and strategies to deliver improvements of facilities and services areas.
- To contribute to the review of all Community Services literature
- Contribute to the establishment of key centralised information points across the town and publicise these.
- Implement the delivered library services review and action plan.
- Provide Library services targeted towards hard to reach groups and individuals
- Reduce sickness levels within the library service
- Implement policies and actions that contribute to the Council's Diversity Action Plan
- To increase community engagement in planning and delivering library services.
- Improve the library service's capacity to provide strategic management and its ability develop strategic forward planning
- To develop a strategic forward plan for library services in Hartlepool

The actions the library service will take to work towards delivering these priorities are detailed in the Action Plan section of the Service Plan



### Library Service Action Plan 2007/08

The Library Service Action Plan identifies actions that are linked to the Corporate Plan through the Adult and Community Services Departmental Plan. The action plan expands on both of these and gives more detail as to how this will be achieved.

#### Objectives that are linked to the Corporate Plan, through the Adult & Community Services Departmental Plan

SERVICE/TEAM (IF APPLICABLE)				
Corporate Plan Objective: LAA12. Mental Wellbeing: To promote a positive approach to the mental wellbeing of Hartlepool residents (Ref: CO)				
Departmental Plan Objective: To increase social inclusion of people with mental health issues (Ref: ) HC 13.1				
Service Plan Objective: Ensure Community Services are easily accessible to vulnerable groups and contribute to the mental wellbeing agenda				
Ref:	Action	Date to be Completed	Responsible Officer	Associated PIs
	Establish Alzheimers Bookchat group	Sept 07	Phyl Rafferty	BV 220
	Explore establishment a Reading group in Sandwell Park mental health unit	Dec 07	Phyl Rafferty	BV 220
Corporate Plan Objective: LAA29 Enrich individual lives, strengthen communities and improve places where people live through enjoyment of leisure, culture and sport				
Departmental Plan Objective: Develop and improve cultural and leisure facilities and events (Ref: ) CL2.1				
Service Plan Objective: Develop milestones and strategies to deliver improvements of facilities and services areas.				
	Achieve Matrix Standard for information and Guidance provision for Central Reference Library	Mar 08	Jane Aiken	BV 220

	To gain Investing in Children status for one library service point.	Mar 08	Gill Slimings	
	Establish a library strategic planning group	May 07	Graham Jarritt	
	Develop a library community engagement strategy	Sept 07	Graham Jarritt	
	Develop a library forward strategy for Hartlepool taking into account local need and national strategies and policies	Oct 07	Graham Jarritt	
	Implement staff training plan & ensure that staff receive appropriate training for their role.	April 07	Jayne Halliday	
	Regularly monitor performance against PLSS targets and CIPFA indicators and propose remedial actions if required	Mar 08	Kay Tranter	BV220 LPI ACS 6
	Explore potential funding sources and potential partners for a project to organise and preserve the special collections. Produce a timeframe and plan	Mar 2008	Jane Aiken	
	Maritime Archive – work with the NEEMARA project team to catalogue their collection on Talis.. Train a member of staff to input records . Create a Maritime Archive web link from the portal to the catalogue	Sept 07	Jane Aiken	
	Promote Ancestry.com and Britannica on-line. Total of 14 workshops to be held through year across all static service points	Mar 08	Jane Aiken	BV 220
	Organise an event to promote learning/local history in partnership with Middleton Grange & Hartlepool Hospice	May 2007	Jane Aiken	
	To deliver a minimum of 4 literary events	March 08	Denise Sparrowhawk	BV 220

	To review library support services and library stock procurement within Hartlepool Libraries with reference to national/MLA ' <i>Better Stock, Better Libraries</i> ' proposals	Dec 07	Kay Tranter	
	To take part in a regional pilot within national/MLA ' <i>Better Stock, Better Libraries</i> ' proposals	Mar 08 (within regional timeframe)	Kay Tranter Graham Jarritt	
	Analysise current stock issues and identify performance of different formats. Draw up revised stock purchasing plan and plan to improve performance of underachieving stock	Dec 07	Kay Tranter Denise Sparrowhawk Chris Rogers	BV 220
	Conduct Children's PLUS survey	Sept 07	Gill Slimings	BV 220
	Monitor customer care and service standards in all service points, and take any remedial or training actions as may be indicated	Sept 07	Jayne Halliday Phyl Rafferty	BV 220 BV118 BV119C
Departmental Plan Objective: Ensure the public have access to a wide range of information about leisure, culture and sporting opportunities in a variety of accessible mediums. (Ref: )				
Service Plan Objective: Revision of all Cultural Services service literature to be undertaken to confirm information availability and identify gaps.				
Ref:	Action	Date to be Completed	Responsible Officer	Associated PIs
	Take part in Cultural services literature and publicity review	Mar 2008	Graham Jarritt	
	Three 'How to guides' & three 'Facilities and services guides to be published (in hard copy and on the portal)	Mar 2008	Jane Aiken	

	Revise Bookstart and children's library service literature to market new initiatives and expanding services.	Mar 2008	Gill Slimings	BV 220
	Produce quarterly events programme posters for each library.	April 07	Chris Rogers	
	To participate in the Departmental Portal Development Group to ensure continual development and updating of the Portal	Mar 2008	Chris Rogers	
Service Plan Objective: Establish key centralised information points across the town and publicise these				
Ref:	Action	Milestone	Responsible Officer	Associated PIs
	Working with other Section Heads, establish key centralised points, a method of information gathering and coordinating the distribution of materials to these	May 2007	ADCS/Graham Jarritt	
	Agree method of publicising key information sites	May 2007	ADCS/Graham Jarritt	
Corporate Plan Objective: – LAA30 Cultural and Leisure Services, including libraries, better meet the needs of the community, especially disadvantaged areas				
Departmental Plan Objective: To increase opportunities for participation in a wide range of cultural and leisure activity focussing on areas of disadvantage (Ref: ).				
Service Plan Objective: Conduct review of concessionary charging policy across Community Services with a view to establishing one consistent approach. CL6.1				
	Contribute to the review of the Community Services concessionary charging policy	April 2007	Graham Jarritt	

	Ensure any management information systems are reprogrammed to meet any new service requirements	Mar 2008	Chris Rogers	
Service Plan Objective: Implement the delivered library services improvement plan CL 6.1				
	Monitor implementation of new routes and timetables and service user reactions	May 07	Phyl Rafferty	BV 220 LPI CS 12a
	Respond to any user concerns and make adjustments to service delivery as appropriate and possible	July 07	Phyl Rafferty	BV 220 LPI CS 12a
	Carry out 6 month user survey to measure effectiveness of implementation	Oct 07	Phyl Rafferty	BV 220 LPI CS 12a
Service Plan Objective: Provide library services targeted towards hard to reach groups and individuals				
	Deliver 3 family learning weekends in library service points	Mar 08	Gill Slimings	BV 220
	Expand read and rhyme sessions and toys and tales to include village stops on mobile library route.	Mar 08	Gill Slimings	BV 220
	Develop and deliver family learning package 'Leaming is Fun Together (LIFT)' to disadvantaged families in partnership with Early Years consultants.	Mar 08	Gill Slimings	BV 220
	To establish further reading/book groups for specific users  VIP Sheltered Accomodation	Oct 07 Nov 07	Phyl Rafferty	BV 220
	Work with Adult Services to explore opportunities for partnership working, including hosting DIRS group	July 07	Graham Jarritt	



	Work with Commissioning Team to draw up Service Level Agreement between Libraries, Adult Services and DIRS	Nov 07	Graham Jarritt, Phil Hornsby	
	Establish children's reading group in Central library	Mar 08	Gill Slimings	BV 220
	Work with NDC to develop Connecting Communities programme	Oct 07	Phyl Rafferty	
Corporate Plan Objective: Increase provision of high quality learning and skills opportunities that drive economic competitiveness, include participation, and build social justice participation of adults in learning				
Departmental Plan Objective:  (Ref: ) To increase universal access to high quality learning and skills opportunities.				
Service Plan Objective:  LL 9.2 Increase percentage of adults holding nationally recognised qualifications				
Ref:	Action	Date to be Completed	Responsible Officer	Associated PIs
	Work with Adult Ed. and organise learning events in Adult Learners' Week and in Family Learning Week	May 07 Oct 07	Jane Aiken	
	Liaise with Adult Ed./HCFE tutors for start of 2007/8 academic year and use reading lists to inform stock selection.	Oct 07	Jane Aiken	
	Work with HCFE and Adult Education Dept to run The Quick Reads 6 Book Challenge with Skills for Life Students. Launch in Adult learners week in May 07.	Mar 08	Denise Sparrowhawk	

Corporate Plan Objective: Links to the Corporate Plan – Implement the People Strategy and the Workforce Development Strategy				
Departmental Plan Objective: Effectively use resources and invest in the future				
Service Plan Objective: Lower Departmental Sickness Levels				
Ref:	Action	Date to be Completed	Responsible Officer	Associated Pls
	Ensure sickness procedures are carried out and that all new managers receive appropriate training	April 07	Jayne Halliday	

Corporate Plan Objective: Links to Corporate Plan – Enhance Equality and Diversity arrangements and mainstream into all Council activities				
Departmental Plan Objective: Improve Service delivery and customer care (Ref: )				
Service Plan Objective: Complete INRA's for all services and DIA's as agreed				
Ref:	Action	Date to be Completed	Responsible Officer	Associated Pls
	Complete INRA's and DIA's for library service	May 2007	Graham Jarritt	
	Work with NDC to develop Connecting Cultures project	May 2007	Graham Jarritt	

	Work with Disability Information Resource Service and Adult Services to establish DIRS in Central Library	May 2007	Jane Halliday	
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## Performance Indicators

The action plan detailed a number of Performance Indicators that will be used to measure the successful implementation of the actions. Those indicators are included in more detail in the table below.

Ref	Definition	Responsible Officer	Outturn 2006/07	Target 2007/08
BVPI 220	Public Library Services Standards checklist		4	
LPI ACS 6	Number of physical visits per 1000 population to public libraries		6924	
LPI CS 12a	Number of housebound people receiving a home visit from the home library service once every three weeks, for as long as they require the service		508	
BVPI 118a	Percentage of library users who found the book they wanted		82.4%	
BVPI 118b	Percentage of library users ( <i>who reserved the book they wanted and were satisfied with the outcome</i> ) – who found the information they were looking for		80.1%	
BVPI 118c	Percentage of library users who were satisfied with overall service		95.4%	
BVPI 119c	Percentage of residents by targeted group satisfied with the local authority's cultural and recreational activities: Libraries		80%	

**Report of:** Chair of the Regeneration and Planning Services  
Scrutiny Forum

**Subject:** SCRUTINY INVESTIGATION - 'AVAILABILITY OF  
GOOD QUALITY AFFORDABLE RENTED SOCIAL  
ACCOMMODATION IN HARTLEPOOL'

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## **1. PURPOSE OF REPORT**

- 1.1 To advise the South Neighbourhood Consultative Forum of the investigation being undertaken by the Regeneration and Planning Services Scrutiny Forum into the 'Availability of Good Quality Affordable Rented Social Accommodation in Hartlepool'.
- 1.2 To seek the Forum's views on the issue, to be relayed back to the Regeneration and Planning Services Scrutiny Forum and invite/encourage resident participation in the Scrutiny investigation.

## **2. BACKGROUND INFORMATION**

- 2.1 A key element of Hartlepool Borough Council's democratic arrangements is the Overview and Scrutiny Process, one of the functions of which is to investigate issues of local concern.
- 2.2 At the beginning of each year the Council's Scrutiny Co-ordinating Committee and each of the four Scrutiny Forums, sets a Work Programme. The Regeneration and Planning Services Scrutiny Forum for this year selected as one of its investigations the 'Availability of Good Quality Affordable Rented Social Accommodation in Hartlepool'
- 2.3 In identifying this issue the Forum expressed concerned regarding the availability of good quality affordable rented social accommodation in Hartlepool and drew attention to the increasing length of housing waiting lists held by the Council and the town's Registered Social Landlords. Whilst it was recognised that work is at an advanced stage in identifying and quantifying housing needs, and potential responses, it was felt that the Forum has a responsibility to play an active role in the identification of a way forward to address the issue.
- 2.4 The Regeneration and Planning Services Scrutiny Forum will be dedicating a period of five months to explore this issue in detail and will during the course of its investigation be receiving evidence/views from a variety of sources, including the Town's MP.

- 2.5 In recognition of the importance of resident input into the investigation I am here today, as Chair of the Scrutiny Forum, to:-
- (i) Seek your views on the availability of good quality affordable rented social accommodation in Hartlepool, which will be reported back to the Scrutiny Forum for consideration during the investigation, and
  - (ii) Raise awareness of the investigation and encourage resident participation in the process.
- 2.6 The following dates have been identified for a series of Regeneration and Planning Services Scrutiny Forum meetings at which this issue is to be considered, all of which the public are encouraged to attend:-
- 6 September 2007 at 4pm  
27 September 2007 at 2pm  
1 November 2007 at 2pm  
6 December 2007 at 2pm
- 2.7 Please note that an update on venues for each of these meetings will be available at the meeting, however, it is advisable that you check with the Council's Democratic Services prior to attending, to ensure that the venues / start times etc. have remained unchanged.

### **3. RECOMMENDATIONS**

- 3.1 That the views expressed by all those in attendance at the South Neighbourhood Consultative Forum meeting, held on 8 August 2007, be relayed to the Regeneration and Planning Services Scrutiny Forum for consideration during its investigation into the 'Availability of Good Quality Affordable Rented Social Accommodation in Hartlepool'.
- 3.2 That all those present by invited/encouraged to participate in the participation in the Scrutiny investigation.

### **4. CONTACT OFFICER**

Joan Wilkins – Scrutiny Support Officer  
Chief Executive's Department - Corporate Strategy  
Hartlepool Borough Council  
Tel: 01429 523 339  
Email: joan.wilkins@hartlepool.gov.uk

### **BACKGROUND PAPERS**

No background papers were used in the production of this report.

**Report of:** Head of Regeneration

**Subject:** DRAFT ONE: OWTON NEIGHBOURHOOD ACTION PLAN (NAP) UPDATE

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**1.0 PURPOSE OF REPORT**

- 1.1 To seek comments on draft one of the Owton Neighbourhood Action Plan (NAP) Update.

**2.0 BACKGROUND**

- 2.1 Neighbourhood Action Plans (NAPs) are the local elements of the Hartlepool Neighbourhood Renewal Strategy. The Strategy forms part of the Community Strategy and the overall policy framework for the Borough, and sets out the long term vision for Hartlepool and the approach to the continuous improvement of services. NAPs have been developed in line with government policy for each of the Hartlepool wards which fall within the 10% most deprived wards nationally.
- 2.2 Neighbourhood Action Plans are important in encouraging local people and organisations to work together to narrow the gap between the most deprived wards and the rest of the country and they should be influential in the future allocation of resources. The objective of the NAP is to integrate policies at the local level to improve the way that services are provided.
- 2.3 The Owton Neighbourhood Action Plan was the fourth NAP to be successfully prepared for the town in 2005. The plan has been used by the Owton Forum (established as a result of the NAP) to identify how the Residents' Priorities Budget (allocated by the Hartlepool Partnership through its Neighbourhood Renewal Fund programme) would be spent. The Owton Forum comprises residents (including representatives from the local Residents Association), Ward Councillors, community/voluntary groups, the Borough Council and other key organisations such as Housing Hartlepool, Hartlepool Community Network and Cleveland Police. To date, the Owton Forum has supported a wide range of projects which include the implementation of a car parking scheme in Ibrox Grove, a traffic calming scheme in Eskdale Road, the works to St Patrick's Shops, the provision of sessional youth workers, capital works to the Manor West Centre and Manor Residents Association, provision of healthy meals at Owton Rossmere Resource Centre as well as various activities and outings.
- 2.4 The Owton Neighbourhood Action Plan is the fourth NAP to be updated since the completion of six NAPs across the town; Dyke House/Stranton/Grange; Burbank; Rift House/Bum Valley; Rossmere and North Hartlepool. In addition to this, it should be noted that the New Deal for

Communities (NDC) programme has developed a NAP for the NDC area, making seven in total across the town.

- 2.5 The Hartlepool Partnership has agreed to allocate £39,000 of Residents' Priority Budget over the next financial year (2007/08) specifically for the Owton Neighbourhood Action Plan (NAP) area. The funding will be used to continue to address some of the residents' priorities identified in the final plan. In addition to this, £255,350 of Neighbourhood Element Funding has been allocated to the Owton NAP area over the next three years (2007-10).
- 2.6 The Neighbourhood Element Funding of the Safer and Stronger Communities Fund (SSCF) is awarded to the areas within the 3% most deprived wards nationally, to help action in the most disadvantaged neighbourhoods to improve outcomes for people living in these areas. One of the requirements of the Neighbourhood Element Funding is that it is focussed on one particular theme for which the Owton Forum chose the Strengthening Communities theme.
- 2.7 In Owton, Neighbourhood Element Funding has been used to enhance and develop the present infrastructure of the community/voluntary sector that operates in the area through the Strengthening Communities theme by supporting the sustainability and strengthening of five established community/voluntary organisations that operate resource centres in the area, not only maintaining capacity and service provision levels but increasing and targeting services more efficiently and effectively to reduce national floor targets. The five organisations are identified below, each of the organisations focuses on different themes to collectively work towards 'Strengthening Communities':
  - **Owton Fens Community Association (OFCA):** Jobs and Economy and Housing and Environment;
  - **Manor Residents Association:** Lifelong Learning and Skills;
  - **Owton Manor West Neighbourhood Watch and Residents Association:** Community Safety;
  - **Owton Rossmere Resource Centre (ORCEL):** Health and Care; and
  - **Solid Rock Youth Project:** Culture and Leisure.

### 3.0 CONSULTATION AND CURRENT POSITION

- 3.1 The Owton NAP area lies to the south west of the Borough and is bounded to the north by Brierton Lane, to the west by the Owton Ward boundary and to the east by Catcote Road. The southern boundary takes in the 'I' and 'M' blocks and Manor College of Technology. The area covers a fairly large community of approximately 2,905 households (JSU 2002), which are predominantly, originally social housing and is largely owned by Housing Hartlepool or 'Right to Buy'.
- 3.2 The community incorporates a good range of local facilities including local shopping parades at Brierton Lane, Catcote Road, St Patrick's and Wynyard Road, community facilities such as Wynyard Road Community Centre and Library, Owton Rossmere Resource Centre, Owton Fens Community Centre



(OFCA), Manor Residents Association and the Manor West Centre and local churches at St Patrick's and Owton Manor Lane Baptist Church. The Manor College of Technology, Owton Manor and Grange Primary Schools are also situated within the NAP boundary.

- 3.3 To the west lies open countryside whilst to the east lies the Rossmere Ward and to the south the Fens Ward.
- 3.4 The draft Neighbourhood Action Plan Update has been developed through a range of consultation sessions with residents, children and young people, the elderly, community/voluntary groups, Councillors and those who deliver services to the area (e.g. Cleveland Police, Hartlepool Borough Council Officers, Housing Hartlepool and Hartlepool Community Network). An initial community consultation event was held in July 2007 which was crucial in identifying the community's priority concerns and the actions required to address the concerns. Household survey data (MORI 2006) and other baseline data and statistics have also provided an understanding of the conditions in the Owton area.
- 3.5 A copy of draft one of the Owton Neighbourhood Action Plan Update will soon be made available, with a comments book at numerous venues throughout the area such as; Owton Manor Community Centre; Manor Residents Association; Manor West Centre; Owton Rossmere Resource Centre and St Patrick's Church Hall.
- 3.6 Informal community drop-in sessions will also be held at a variety of venues throughout the Owton NAP area, in the coming weeks, for local residents, Councillors and service providers to comment on the draft NAP. These will be held at various times of the day, including evenings, to ensure resident involvement is maximised. At the drop-in sessions individuals will be able to speak to members of staff from the Regeneration Team about any concerns they have on the contents on the Plan, whether there were any gaps or omissions etc.
- 3.7 The draft Owton NAP Update will also be placed on Hartlepool Borough Council's online consultation system: <http://consultation.hartlepool.gov.uk> to enable individuals to comment on the draft NAP. This consultation will be open until Friday 31 August 2007.
- 3.8 In addition to this, all key service providers are being sent a copy of the draft and a newsletter will be sent to every household within the area to inform residents of the draft Owton Neighbourhood Action Plan Update and to highlight how residents can be involved in the consultation process. The Council's Regeneration Team will also be consulting further with various community/voluntary organisations including the five organisations established in the Owton area plus the Fens Residents Association as well as local schools and youth groups. Theme meetings are also going to be held with service providers to discuss how the priority concerns of the area can be addressed and taken forward by organisations using their available resources. Ward Councillors will also be invited to these meetings.

3.9 The draft Owton NAP Update will be taken to the Neighbourhoods and Communities Portfolio Holder on Monday 13 August 2007, the Owton Forum on Thursday 16 August 2007 and the Hartlepool Partnership on Friday 07 September 2007, for comment.

3.10 It is essential that the draft Owton Neighbourhood Action Plan (NAP) Update is widely consulted upon, to ensure that the views of the local community are reflected within the plan.

#### **4.0 RESIDENTS' KEY CONCERNS**

4.1 All those involved at the Community Conference looked at seven key themes, as set out in the Community Strategy, for improvement within the Owton area. The information below illustrates some of the key issues which people feel need to be addressed in order to improve the Owton area:

##### **4.2 Jobs and Economy**

- Address barriers to employment and increase employability of local residents.
- Decrease unemployment/youth unemployment and improve access to local employment opportunities.
- Raise aspirations and consequently reduce the level of people claiming Incapacity Benefit (IB) and Income Support (IS).
- Explore ways in which voluntary work can be progressed in to paid work (as certain benefits can not be claimed whilst carrying out voluntary work).
- Tackle issues people face when managing debt.

##### **4.3 Lifelong Learning and Skills**

- Address barriers to education.
- Raise aspirations.
- Continue to improve educational attainment in schools and adult learning, and increase vocational opportunities available.
- Provide support to those who could be affected by the potential closure of Brierton Community School.

##### **4.4 Health and Care**

- Tackle high levels of smoking.
- Encourage people living in Owton to have more healthy lifestyles.
- Tackle issues with drug and alcohol dependence.
- Reduce teenage pregnancy rates.
- Reduction in health care services in the area after the emergency care practitioner service was withdrawn from Wynyard Road.
- Increase support for the elderly population.

##### **4.5 Community Safety**

- Increase the take up of free home fire safety checks available from Cleveland Fire Brigade.
- Address the issues with deliberate fires being ignited on green spaces in the Owton area.

- Address anti-social behaviour and associated behaviour such as litter, drug litter, congregation of youths and misuse of school premises (out of school hours).
- Reduce drug dealing and drug related issues throughout the area.
- Reduce underage drinking and smoking particularly around/behind shopping precincts.
- Tackle the illegal sale of alcohol to minors.
- Stop the illegal use of off road motorbikes.
- Address the fear of crime on an evening in and around the estate.

#### 4.6 Environment and Housing

- Continue to address car parking and road safety issues as well as improving uneven road surfaces/pavements.
- Address the problem of litter, dog fouling, fly tipping, vandalism and graffiti in the area and investigate the possibility of improving the general appearance of local shopping parades.
- Address housing issues in the area including the lack of social housing and problems with private landlords.
- Continue to improve street lighting in identified areas.

#### 4.7 Culture and Leisure

- Raise awareness of what services and activities are available for all ages, within the area for residents to access.
- Increase the provision of activities for the young, elderly and vulnerable.
- Improve open green spaces and children's play area to ensure safe use.
- Strengthening the links between the local community and local schools.

#### 4.8 Strengthening Communities

- Encourage the involvement of young people in community issues.
- Strengthen the existing provision of community/voluntary organisations in the area.
- Increase resident participation in issues that affect the area.
- Encourage the participation of hard to reach groups.
- Identify sources of funding to continue the development of the community/voluntary sector.

### 5.0 **THE CONTENTS OF THE PLAN**

- 5.1 The draft Owton Neighbourhood Action Plan Update includes a map of the area (page 1).
- 5.2 The document has been structured in a way that is intended to give a clear picture of the strong themes running through the Neighbourhood Action Plan back to the Community Strategy and the Neighbourhood Renewal Strategy.
- 5.3 The format of the document differs slightly from that of the original Owton NAP endorsed in 2005 as well as the Dyke House/Stranton/Grange and Burbank NAP Updates. The format of the document does however reflect the format of the Rift House/Bum Valley NAP Update which has recently been endorsed. The template has been amended as a result of the findings

of the NAP Review as well as taking on board suggestions for improvement from service providers who refer to the plan on a regular basis.

- 5.4 The introductory section continues to cover the background to NAPs, a brief description of the Owton neighbourhood, how the Owton NAP Update has been developed, and a summary of the community's main concerns.
- 5.5 The following section then comprises the seven theme areas:- Jobs and Economy; Lifelong Learning and Skills; Health and Care; Community Safety; Environment and Housing; Culture and Leisure and Strengthening Communities. Each theme identifies the key statistics, the strengths and weaknesses and the gaps in service delivery which need to be addressed. Following this is a table which identifies the community's priority concerns, which are highlighted above (paragraph 4.2 to 4.8 of this report), the actions that are required to address these concerns, a column to identify whether actions are short term (within one year), medium term (between one and five years) or long term (five + years), the organisations who need to be involved in delivering the actions, possible funding and resources and how the actions will contribute to addressing strategic targets (such as the Local Area Agreement Indicators).
- 5.6 The next section outlines the key resources and programmes delivered in the area/accessible to residents of the Owton area. These follow the seven theme areas identified in the paragraph above. The last section of the plan is a Jargon Buster and a Summary Document.
- 5.7 ***The South Neighbourhood Consultative Forum is asked to note the changes to the revised template as detailed above in paragraphs 5.4, 5.5 and 5.6.***
- 5.8 Once the document is finalised and endorsed, a resident's summary pamphlet will be produced to outline the key elements of the Owton Neighbourhood Action Plan Update, in response to the findings of the NAP Review.
- 5.9 Final endorsement will be requested at the Owton Forum, the Hartlepool Partnership, the Neighbourhoods and Communities Portfolio Holder and the South Neighbourhood Consultative Forum.
- 6.0 FEEDBACK ON THE DRAFT**
- 6.1 Comments on the draft Owton Neighbourhood Action Plan Update will be requested at the South Neighbourhood Consultative Forum on Friday 10 August 2007.
- 6.2 Alternatively, if you wish to make comments outside of the meeting you may do so in the following ways:
  - Telephoning Gemma Clough, Principal Regeneration Officer at Hartlepool Borough Council on Tel: 01429 523598.

- Submitting comments in writing to Gemma Clough, Principal Regeneration Officer, Hartlepool Borough Council, Bryan Hanson House, Hanson Square, Hartlepool, TS24 7BT or to [gemma.clough@hartlepool.gov.uk](mailto:gemma.clough@hartlepool.gov.uk).
- Submitting comments via Hartlepool Borough Council's online consultation system: <http://consultation.hartlepool.gov.uk>. This online consultation will be open until Friday 31 August 2007.
- Contacting Gemma Clough, Principal Regeneration Officer to arrange to meet with you individually or as a group for an informal chat.

6.3 The final draft of the plan, jargon buster and summary document will then be sent out to all those who have been involved in the consultation process to ensure comments have been incorporated into the plan and reflected correctly.

6.4 The deadline for comments on draft one of the Owton Neighbourhood Action Plan (NAP) Update has been set as **Friday 31 August 2007** for inclusion in the final draft of the Owton NAP Update.

## 7.0 **RECOMMENDATION**

7.1 ***The South Neighbourhood Consultative Forum are requested to comment on the draft Owton Neighbourhood Action Plan (NAP) Update at the South Neighbourhood Consultative Forum Meeting or forward any comments by Friday 31 August 2007 for inclusion in the final draft.***

## 8.0 **REASONS FOR RECOMMENDATIONS**

8.1 It is essential that the draft Owton Neighbourhood Action Plan (NAP) Update is widely consulted upon, to ensure that the views of the local community are reflected within the plan. This is vital as the Owton Neighbourhood Action Plan (NAP) Update will enable local people and organisations to continue to work together to successfully integrate policies at a local level, improving the ways that services are provided, to achieve goals of lower unemployment and crime, better health, skills, housing and physical environment, and a stronger community with improved culture and leisure opportunities.

8.2 It will also continue to look at how services can be made more efficient and effective for the local community and help local service providers and users to continue to ensure that gaps between existing and desired services are identified and considered by service providers, to effectively add value and improve the quality of life in the Owton area.

## 9.0 **BACKGROUND PAPERS**

9.1 The original Owton Neighbourhood Action Plan (NAP) was endorsed by the South Neighbourhood Consultative Forum on 10 June 2005, what used to be the Regeneration and Liveability Portfolio Holder on 10 June 2005 and the Hartlepool Partnership on 08 July 2005. As stated in paragraph 5.2, the NAP document relates back to the Community Strategy and the Neighbourhood Renewal Strategy.

**10.0 CONTACT OFFICER**

- 10.1 Gemma Clough, Principal Regeneration Officer, Regeneration and Planning Services, Bryan Hanson House, Hanson Square, Hartlepool, TS24 7BT.  
Tel: 01429 523598. E-mail: [gemma.clough@hartlepool.gov.uk](mailto:gemma.clough@hartlepool.gov.uk).

**Report of:** Chief Solicitor

**Subject:** REVIEW OF POLLING DISTRICTS AND POLLING PLACES

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**1. PURPOSE OF REPORT**

To invite the Forum to nominate a representative to the General Purposes Committee's Polling Review Sub Committee.

**2. BACKGROUND**

The Electoral Administration Act 2006 (EAA 2006) introduced a duty for all polling districts and polling places to be reviewed by the end of 2007. The General Purposes Committee has commenced the review for Hartlepool and as part of the process, established a Sub Committee to undertake much of the work.

During the consideration of the report and the establishment of the sub committee, the General Purposes Committee agreed that a resident representative from each of the Neighbourhood Forum areas be appointed to the sub committee. The General Purposes Committee did indicate that an additional Councillor representative may be nominated from the Forum but did state it's preference for one resident representative only.

**5. RECOMMENDATIONS**

That a resident representative be nominated to the General Purposes (Polling Review) Sub Committee to participate in the review of polling districts and polling places.

**6. REASONS FOR RECOMMENDATIONS**

To fulfil the decision of the General Purposes Committee taken at its meeting on 25 July 2007.

**7. BACKGROUND PAPERS**

Report of the Chief Solicitor "Review of Polling Districts and Polling Places" submitted to General Purposes Committee on 25 July 2007.

**8. CONTACT OFFICER**

Tony Brown, Chief Solicitor.  
Chief Executive's Department,  
Civic Centre, Hartlepool.  
01429 523003  
tony.brown@hartlepool.gov.uk