

# PLEASE NOTE VENUE

## NEIGHBOURHOODS AND COMMUNITIES PORTFOLIO DECISION SCHEDULE



**Monday 19<sup>th</sup> November 2007**

**at 9.00 am**

**in Conference 1,  
Belle Vue Community Sports and Youth Centre, Kendal Road**

Councillor Jackson, Cabinet Member responsible for Neighbourhoods and Communities will consider the following items.

**1. KEY DECISIONS**

- 1.1 Ow ton Neighbourhood Action Plan (NA P) Update (Final for Endorsement) –  
*Head of Regeneration*

**2. OTHER ITEMS REQUIRING DECISION**

- 2.1 Falcon Road – Proposed Closure – *Head of Technical Services*
- 2.2 Minor Works Proposals, Neighbourhood Consultative Forums – *Head of Neighbourhood Management*
- 2.3 Burnston Close, Traffic Regulation Order Objection – *Head of Technical Services*
- 2.4 Grainger Street Traffic Calming – *Head of Technical Services*
- 2.5 Introduction of new Parking Controlled Zones – Church Street/Huckelhoven Way – *Head of Technical Services*

**3. ITEMS FOR DISCUSSION / INFORMATION**

- 3.1 Neighbourhood Services Departmental Plan 2007/08 – 2<sup>nd</sup> Quarter Monitoring Report – *Director of Neighbourhood Services*
- 3.2 Regeneration and Planning Services Departmental Plan 2007/08 – Quarter 2 Monitoring Report – *Director of Regeneration and Planning Services*

**4. REPORTS FROM OVERVIEW OF SCRUTINY FORUMS**

None

## **NEIGHBOURHOODS AND COMMUNITIES PORTFOLIO**

Report To Portfolio Holder  
**Monday 19 November 2007**



**Report of:** Head of Regeneration

**Subject:** OWTON NEIGHBOURHOOD ACTION PLAN  
(NAP) UPDATE (FINAL FOR ENDORSEMENT)

---

### **SUMMARY**

#### **1.0 PURPOSE OF REPORT**

- 1.1 To seek endorsement of the Neighbourhood Action Plan (NAP) Update for the Owton area (the Owton Ward plus the 'I' Block of the Fens Ward).

#### **2.0 SUMMARY OF CONTENTS**

- 2.1 The report describes the background to Neighbourhood Action Plans with a specific focus on the Owton NAP. It outlines the comprehensive consultation process undertaken to develop the NAP from the initial community consultation event to the consultation process on the draft NAP, all of which have enabled the final version to be produced. The report also illustrates the residents' key concerns which need to be addressed as well as outlining the format of the NAP document, and the plans to produce the residents summary pamphlet. Finally, the report highlights the implementation procedure along with the financial implications of the NAP and, a consideration of the possible risks associated with the NAP process.

#### **3.0 RELEVANCE TO PORTFOLIO MEMBER**

- 3.1 NAPs fall within the remit of the Neighbourhoods and Communities Portfolio Holder. The Owton Neighbourhood Action Plan will continue to have an impact on service delivery and will potentially influence future funding opportunities in the Owton area.

#### **4.0 TYPE OF DECISION**

- 4.1 Key decision.

**5.0 DECISION MAKING ROUTE**

- 5.1 The Owton Neighbourhood Action Plan Update will also be taken to the Owton Forum on Thursday 29 November, the South Neighbourhood Consultative Forum on Friday 30 November and the Hartlepool Partnership on Friday 07 December, for endorsement.

**6.0 DECISION(S) REQUIRED**

- 6.1 The Neighbourhoods and Communities Portfolio Holder is requested to endorse the Neighbourhood Action Plan Update for the Owton area subject to endorsement from the Owton Forum, the South Neighbourhood Consultative Forum and the Hartlepool Partnership.

**Report of:** Head of Regeneration

**Subject:** OWTON NEIGHBOURHOOD ACTION PLAN  
(NAP) UPDATE (FINAL FOR ENDORSEMENT)

---

## **1.0 PURPOSE OF REPORT**

- 1.1 To seek endorsement of the Neighbourhood Action Plan (NAP) Update for the Owton area. A copy of the plan is attached along with a summary document highlighting the priority concerns of the local community, and the actions required to address these. A Diversity Impact Assessment (DIA) has also been undertaken.

## **2.0 BACKGROUND**

- 2.1 Neighbourhood Action Plans 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.
- 2.4 The Owton Neighbourhood Action Plan is the fourth NAP to be updated, by the Regeneration Team, since the completion of six NAPs across the town; Dyke House/ Stranton/Grange; Burbank; Rift House/Burn 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 2007/08 financial year specifically for the Owton Neighbourhood Action Plan area. The funding will be used to continue to address some of the residents' priorities identified in the final plan. In addition to this, £117,500 of Neighbourhood Element Funding has also been allocated to the Owton NAP area over the 2007/08 financial year.
- 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 Neighbourhood Action Plan 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 accommodated predominantly in originally social housing which 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 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 As described above, a wide range of consultation sessions were carried out to develop and inform the Neighbourhood Action Plan Update. To complement this, comprehensive consultation was also undertaken to ensure comments were received from key stakeholders and residents on the draft. This further consultation included: -
  - Working with members of local organisations and groups such as Manor West Neighbourhood Watch and Residents Association, Manor Residents Association, Owton Fens Community Association (OFCA), the Carpet Bowls Club, the Tuesday Club, the over 60's Club, the Sequence Dance Club and Owton Friendship Group. The Regeneration Team also worked with customers of wynyardcafe.com at Owton Rossmere Community Centre;
  - Working with youth groups operating throughout the area for example, Solid Rock Youth Project, the South Area Playscheme and OSCARS;
  - Visiting the Owton Forum;
  - Holding drop-in sessions at various community buildings;
  - Providing an online consultation on Hartlepool Borough Council's online consultation system: <http://consultation.hartlepool.gov.uk>;
  - Delivering a newsletter to every household in the area;
  - Visiting and working with local Primary and Secondary schools;
  - Liaising with Hartlepool Community Network and Housing Hartlepool;
  - Meetings with key service providers including; Hartlepool Borough Council Officers and Ward Councillors; and
  - Seeking comments at the South Neighbourhood Consultative Forum and the Hartlepool Partnership, in addition to the Neighbourhoods and Communities Portfolio Holder.

- 3.6 All comments received were very positive and constructive and have helped to formulate an accurate action plan for the area. Meetings with key service providers (which all Ward Councillors were invited to) have also enabled us to identify funding and resources for some of the actions required, encourage key service providers to confirm their commitment to the delivery of actions and to ensure both residents and service providers felt ownership of the plan.
- 3.7 The final version will be placed on the Hartlepool Partnership and Hartlepool Borough Council's websites for future reference.

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

- 4.1 The information below illustrates some of the key issues which residents 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 employment (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 NAP area 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.
  - Adapt services to ensure easy access for the working 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, wheelie bins, public bins in Monkton Road and the lane at the top of Macrae Road.
- Address anti-social behaviour and associated behaviour plus the congregation of youths.
- Reduce drug dealing and drug related issues throughout the area, especially in the alleyway from Kesteven Road to Ivanhoe Crescent and the phone box at St Patrick's shops.
- Reduce underage drinking, 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 and pavements.
- Address the problem of litter and associated refuse / recycling collections, dog fouling, fly tipping, vandalism and graffiti in the area.
- Investigate the possibility of improving the general appearance of the area including local shopping parades.
- Address housing issues in the area including the lack of variety of housing, lack of social housing and problems with private landlords.
- Continue to improve street lighting and drain cleansing in identified 'hot spot' areas.
- Improve public transport provision to outlying areas and locally on an evening, particularly after 6.00pm.

#### 4.7 Culture and Leisure

- Raise awareness of the services and activities which 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 areas to ensure safe use.
- Strengthen 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 organisations.



## 5.0 THE CONTENTS OF THE PLAN

- 5.1 The Owton Neighbourhood Action Plan Update is attached, which includes a map of the area (outlined on page 1 of the plan).
- 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 Neighbourhood Action Plan endorsed in 2005 as well as the Dyke House/Stranton/Grange and Burbank NAP Updates, which have recently been endorsed by the Hartlepool Partnership. 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 Neighbourhood Action Plans, 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, some of 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 with a separate Summary Document to accompany the plan.
- 5.7 A resident's summary pamphlet is currently being produced. This will outline the priorities which the Owton Forum is working to address in the current financial year, following the prioritisation exercise. This will be delivered to every household in the Owton area to highlight the work of the Forum and encourage resident participation in the process.

## **6.0 IMPLEMENTATION**

- 6.1 The Council's Neighbourhood Services Department has adopted a neighbourhood management role to assist in the implementation of all Neighbourhood Action Plans. The original Owton NAP brought together service providers and residents through the Owton Forum. The updated NAP will continue to be overseen at a local level by this group, managed by the South Neighbourhood Manager, along with being fundamental in considering allocations for the NRF Residents Priority Budget and Neighbourhood Element Funding. In addition, the Hartlepool Partnership's Theme Groups have an important role to play in monitoring plan progress on strategic issues across all of the seven themes, on an annual basis.

## **7.0 FINANCIAL IMPLICATIONS AND RISK**

- 7.1 In addition to the Neighbourhood Renewal Funding (Residents Priority Budget) and Neighbourhood Element Funding, the Neighbourhood Action Plan will also continue to be influential in the future allocation of resources. The NAP Update provides a strategic analysis of the current problems, gaps and priorities which could be tackled should any new funding streams emerge. Impact upon priorities is expected to be made by using more efficiently and effectively existing mainstream resources on the more disadvantaged areas. This will coincide with a continuous improvement to services by all partners, which often only involves a series of small adjustments and a more efficient co-ordination of activity. The objective of the NAP is to integrate policies at the local level to improve the way that services are provided.
- 7.2 As previously outlined in paragraph 2.5, the Hartlepool Partnership agreed to allocate £39,000 for the Residents Priority Budget for the 2007/08 financial year specifically for the Owton Neighbourhood Action Plan area plus £117,500 of Neighbourhood Element Funding. The Owton Forum will continue to discuss with the South Neighbourhood Manager, Hartlepool Community Network, Housing Hartlepool and other key service providers how this funding and any subsequent match funding should be used to address some of the community's priority concerns.
- 7.3 There are no substantial risks in the Neighbourhood Action Plan process as the Local NAP Forum is well established and has experience in the allocation of funding. There is however a degree of risk associated with securing future resources, over and above the existing NRF monies for 2007/08. The Local Forum and the relevant officers will however be continually working in partnership with other service providers/organisations to ensure that every funding opportunity is utilised. There is also a slight risk in relation to the expenditure of the Neighbourhood Renewal Funding (Residents Priority Budget) and Neighbourhood Element Funding not being achieved in

the relevant financial year. This risk will be minimised by budgetary monitoring to ensure the funding is not lost to the area.

## **8.0 RECOMMENDATIONS**

- 8.1 The Neighbourhoods and Communities Portfolio Holder is requested to endorse the Owton Neighbourhood Action Plan Update subject to endorsement from the Owton Forum, the South Neighbourhood Consultative Forum and the Hartlepool Partnership.

## **NEIGHBOURHOOD AND COMMUNITIES PORTFOLIO**

Report to Portfolio Holder  
19 November 2007



**Report of:** Head of Technical Services

**Subject:** FALCON ROAD – PROPOSED CLOSURE

---

### **SUMMARY**

#### **1. PURPOSE OF REPORT**

To seek confirmation from the Portfolio Holder as to whether Falcon Road should be closed to through traffic at any of the locations identified

#### **2. SUMMARY OF CONTENTS**

The report details the background to the proposals and the results of the consultation undertaken.

#### **3. RELEVANCE TO PORTFOLIO HOLDER**

The Portfolio Holder has responsibility for traffic and transportation issues.

#### **4. TYPE OF DECISION**

This is a non-key decision.

#### **5. DECISION MAKING ROUTE**

This is an executive decision made by the Portfolio Holder.

#### **6. DECISION(S) REQUIRED**

That the Portfolio Holder advises as to whether Falcon Road should be closed to through traffic at any of the locations identified

**Report of:** Head of Technical Services

**Subject:** FALCON ROAD – PROPOSED CLOSURE

---

**1. PURPOSE OF REPORT**

- 1.1 To seek confirmation from the Portfolio Holder as to whether Falcon Road should be closed at any of the locations identified

**2. BACKGROUND**

- 2.1 Residents of Falcon Road have regularly raised concerns about the volume of traffic that uses this road. The main issue raised was in respect of the fact that the majority of the vehicles use it as a through road between Merlin Way and Throston Grange Lane. A survey was carried out on this road and it was identified that during the period surveyed 85% of the vehicles using Falcon Road were using it as a through road to and from Bishop Cuthbert.

**3. CONSIDERATION OF ISSUES**

- 3.1 As a result of these concerns, a scheme was designed which involved closing off Lapwing Road at Merlin Way and Falcon Road at Moorhen Road (see **Appendix 1**). Consultation was carried out with residents east of Merlin Way and the results were as follows:

- 22 (18.8% of replies) - In favour
- 89 (76.1% of replies) - Object
- 6 (5.1% of replies) – Accept principal of scheme but propose alternative

- 3.2 From the consultation it was found that the majority of residents were opposed to this proposal.

- 3.3 As part of the consultation returns many of the residents provided comments on the proposal and several residents suggested closing Falcon Road at Throston Grange Lane (see **Appendix 2**). This would be an alternative to the above proposal which would also resolve residents' concerns. It was therefore decided to re-consult on the new proposal and consultation was again carried out with the residents east of Merlin Way with the following results:

- 36 (26.8% of replies) - In favour
- 94 (70.2% of replies) - Object

- 4 (3% of replies) – Accept principal of scheme but propose alternative.
- 3.4 Comments are still awaited from the emergency services and will be presented at the meeting.
- 3.5 Accident records indicate that there have been no injury accidents on Falcon Road since it was opened, but these do not include any damage only incidents that may have occurred, as these are generally not recorded.
- 3.6 It should also be noted that it was never intended, in the overall master planning stage of the Middle Warren development, that this link would be utilised by traffic on the scale that it is now, hence the relatively narrow width, geometry and traffic calming that has been built into the route.

#### **4. FINANCIAL IMPLICATIONS**

- 4.1 Should the proposals be agreed funding will be found for the necessary works from existing transportation and traffic budgets.

#### **5. RECOMMENDATION**

- 5.1 That the Portfolio Holder advises as to whether Falcon Road should be closed to through traffic at any of the locations identified

## APPENDIX 1



## TITLE

Appendix 1 – Falcon Road, Proposed Road Closure

HARTLEPOOL BOROUGH COUNCIL  
 DEPARTMENT OF NEIGHBOURHOOD SERVICES  
 HEAD OF TECHNICAL SERVICES: A. SMITH

DRAWN  
M.R.

CHECKED

SCALE  
1:1500DATE  
Aug '07

DRG. NO.

REV.

## APPENDIX 2



TITLE			
Appendix 2 – Falcon Road, Proposed Road Closure			
HARTLEPOOL BOROUGH COUNCIL		DRAWN	CHECKED
DEPARTMENT OF NEIGHBOURHOOD SERVICES		M.R.	.
HEAD OF TECHNICAL SERVICES: A. SMITH		SCALE	DATE
		1:1500	Aug '07
		DRG. NO.	REV.



## **NEIGHBOURHOOD AND COMMUNITIES**

Report to Portfolio Holder  
19 November 2007

**Report of:** Head of Neighbourhood Management

**Subject:** MINOR WORKS PROPOSALS, NEIGHBOURHOOD  
CONSULTATIVE FORUMS

---

### **SUMMARY**

#### **1. PURPOSE OF REPORT**

To consider recommendations of the Neighbourhood Consultative Forum in respect of Minor Works funding.

#### **2. SUMMARY OF CONTENTS**

List of Minor Works proposals.

#### **3. RELEVANCE TO PORTFOLIO MEMBER**

Recommendations of spend on Minor Works schemes to be confirmed by the Portfolio Holder for Neighbourhood and Communities.

#### **4. TYPE OF DECISION**

Non-key decision.

#### **5. DECISION MAKING ROUTE**

Recommendations of Neighbourhood Consultative Forum to Neighbourhood and Communities.

#### **6. DECISION(S) REQUIRED**

To agree the recommendations of the Neighbourhood Consultative Forum in respect of Minor Works proposals.

**Report of:** Head of Neighbourhood Management

**Subject:** MINOR WORKS PROPOSALS, NEIGHBOURHOOD CONSULTATIVE FORUMS

---

**1. PURPOSE OF REPORT**

- 1.1 To consider recommendations of the Neighbourhood Consultative Forum in respect of Minor Works funding.

**2. BACKGROUND**

- 2.1 The last cycle of Consultative Forums recommended the following for approval: -

**3. NORTH NEIGHBOURHOOD CONSULTATIVE FORUM**

3.1 St Hilda Ward - Bell Buoy and Fishing Cobbles

The Friends of Croft Gardens have been donated two fishing cobbles and a bell buoy. Three locations on the Headland have been identified for these to be used as features to link in with the Maritime Heritage of the area. The three areas are: -

- Inside Croft Gardens
- At the junction with Cleveland road and West View Road
- On the corner of Northgate / Russell Street

The cobble boats will be half sunken into the ground and planted up with annual flowers as features to the Headland. There is repair work to be done on the two fishing boats; sanding down and painting. There are planning permission costs, transport costs and planting costs.

The total cost for this scheme is **£1,675**

3,2 Brus Ward - West View Road Verge Works

Residents have made requests for the grass verges outside of their properties to be removed and infill with Tarmac. They state that there is a major problem with cars overriding the grass verges outside their properties making them unsightly and dangerous. The properties affected are: -

- Nos. 253 – 257 (32 mtrs long)
- Nos. 291 – 295 (32 mtrs long)
- Nos. 283 – 287 (32 mtrs long)
- Nos. 307 – 309 (32 mtrs long)

The total cost for this scheme is **£5,200**

### 3.3 Hart Ward - Bamburgh Road Verge Work

Residents and Ward Members have made requests for improved parking on a section of Bamburgh Road. We suggest that part of the grass verge be removed and infill with Tarmac to provide an area where vehicles can pull onto. The length of verge is 28 mtrs x 1 mtr

The total cost of this work is **£1,200**

### 3.4 Throston Ward – Throston Grange Lane

Residents and Ward Members have made requests for an improved parking scheme between Nos. 220 & 236 Thornton Grange Lane.

Parking is a major problem in this part of Thornton Grange Lane and we suggest that a 30 mtr length of footpath be taken up and replaced with Tarmac to enable off road parking and for a new footpath to be constructed for pedestrians

Total cost for this scheme is **£9,700**

### 3.5 St Hilda - Cleveland Road - Traffic Island

Residents of the Central Estate would like to see the provision of a traffic island on Cleveland Road.

For a number of years residents have experienced increased numbers and speed of traffic along this route, and have found that crossing the main road to gain access to the bus stop very difficult, particularly for the elderly and families with young children.

Traffic surveys have been carried out by the Highways division. The findings over the last three years have shown 0 accidents on Cleveland Road, and speed surveys recorded 85<sup>th</sup> percentile figures of 37mph. the road is fairly low down the priority list when compared with other roads in the town with higher accident records.

Given the current situation the Central Estate Neighbourhood Action Plan Group are proposing to use their Neighbourhood Renewal fund monies (£22,000 – £29,000) toward the provision of a traffic island, which has been costed at £48,800.

The Neighbourhood manager has secured £4,000 from the Community Safety budget and £10,000 from the Highways budget. Residents are asking the Forum for £5,000 toward the final cost of the project.

Contribution towards this scheme is **£5,000**

#### **4. SOUTH NEIGHBOURHOOD CONSULTATIVE FORUM**

##### **4.1 Rossmere Ward - Buckie Grove -**

The grass verge outside No. 2 Buckie Grove has been damaged by cars parking on it. It is proposed that we replace the grass verge with tarmac hardstanding which will improve the aesthetics of the area while helping with parking congestion.

The total cost for this scheme is **£658.99**

##### **4.2 Fens Ward – Thursby Grove**

New street lights to be installed in Thursby Grove. It is proposed that we remove all existing lighting columns and the install five columns and lanterns. This may involve columns possibly being erected in new positions in the Grove.

The total cost for this scheme is **£4,000**

##### **4.3 Seaton Carew Ward – Victoria Street**

Installation of a new period style lighting scheme in Victoria Street. This will involve the removal of all existing columns and the installation of two new period style columns and lanterns as this area is a conservation area.

The total cost for this scheme is **£2,000**

##### **4.4 Seaton Carew Ward – Queen Terrace**

Installation of a new period style lighting scheme. This will involve the removal of all existing columns and the installation of three new period style columns and lanterns as this area is a conservation area.

The total cost for this scheme is **£3,000**

**5. FINANCIAL IMPLICATIONS**

- 5.1 All of the above works can be carried out using existing Minor Works budgets.

**6. RECOMMENDATION**

- 6.1 That the recommendations of the Neighbourhood Consultative Forums be approved.

## **NEIGHBOURHOOD AND COMMUNITIES PORTFOLIO**

Report to Portfolio Holder  
19 November 2007



**Report of:** Head of Technical Services

**Subject:** BURNSTON CLOSE, TRAFFIC REGULATION  
ORDER OBJECTION

---

### **SUMMARY**

#### **1. PURPOSE OF REPORT**

To seek approval to the traffic regulation order after consideration of an objection to the proposals.

#### **2. SUMMARY OF CONTENTS**

This report details the information collected in relation to the objection on the traffic regulation order.

#### **3. RELEVANCE TO PORTFOLIO HOLDER**

The Portfolio Holder has responsibility for traffic and transportation issues.

#### **4. TYPE OF DECISION**

This is a non-key decision.

#### **5. DECISION MAKING ROUTE**

This is an executive decision made by the Portfolio Holder.

#### **6. DECISION(S) REQUIRED**

That the traffic regulation order outlined in the report be approved.

**Report of:** Head of Technical Services

**Subject:** BURNSTON CLOSE, TRAFFIC REGULATION  
ORDER OBJECTION

---

**1. PURPOSE OF REPORT**

- 1.1 To seek approval to the traffic regulation order after consideration of an objection to the proposal.

**2. BACKGROUND**

Burnston Close – Prohibition of Waiting Order

- 2.1 Problems have been reported in respect of vehicles being unable to turn around in the turning head in Burnston Close due to parked vehicles. It is thus proposed to introduce double yellow lines around the turning head to keep it free of parked vehicles and thus facilitate the turning manoeuvres (see **Appendix 1**).
- 2.2 A site visit has identified that this location is the only place in which vehicles can turn, it was also confirmed that vehicles are regularly using this as a parking area and are therefore blocking the turning head.
- 2.3 A resident of Burnston Close has objected (**Appendix 2**) to the proposed lines. The complainant has stated that the introduction of the yellow lines could possibly result in vehicles parking outside their property.

**3. CONSIDERATION OF ISSUES**

- 3.1 Consultation was carried out with residents of this area whose properties front onto the turning head and would therefore be most affected by the proposals with the following results:

Total number of properties consulted     6

- 3 in favour
- 1 against

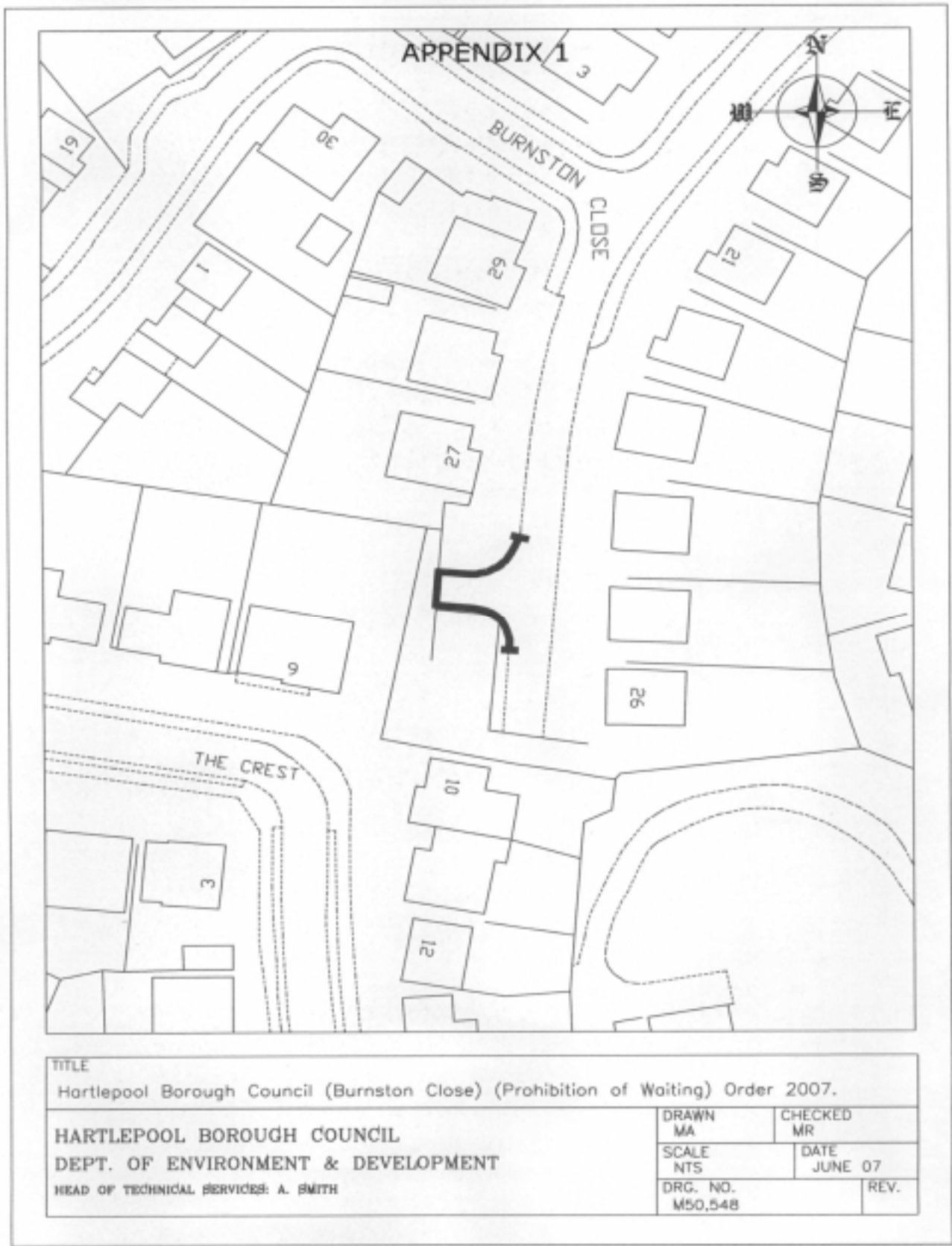
**4. FINANCIAL IMPLICATIONS**

- 4.1 The cost of the works will be met from existing traffic management budgets

**5. RECOMMENDATION**

- 5.1 That the Traffic Regulation Order outlined in the report be approved.





## APPENDIX 2

Dear Sir,  
Reference Burnston Close – Prohibition of Waiting

We wish to object to the proposal to prohibit waiting in the part of the highway as described in your notice.

Our objections are as follows:

- a) the introduction of yellow lines will transfer the parking of vehicles, whether house owners, visitors or contractors undertaking work to properties, to the road itself and make passing difficult and in the case of an emergency impossible for emergency vehicles to pass;
- b) the introduction of yellow lines will not allow council vehicles to park whilst maintenance of the grassed/treed area opposite 26 Burnston Close is undertaken;
- c) if vehicles are parked on the road because of the introduction of yellow lines this would not allow council refuse collections to manoeuvre along the Close to enable refuse collections;
- d) the introduction of yellow lines appears to us to be an 'over the top' reaction to a problem which thankfully has all but disappeared caused by inconsiderate residents parking but we agree that it has been a problem in the past.

In summary whilst we agree that the part-highway in question is primarily a turning point we feel that the infrequent vehicle parking outweighs the potential transfer of parking congestion to the highway outside of residents properties by the introduction of yellow prohibitive parking lines.

## **NEIGHBOURHOOD AND COMMUNITIES PORTFOLIO**

Report to Portfolio Holder  
19 November 2007



**Report of:** Head of Technical Services

**Subject:** GRAINGER STREET TRAFFIC CALMING

---

### SUMMARY

#### **1. PURPOSE OF REPORT**

To seek approval of the proposed traffic calming scheme on Grainger Street.

#### **2. SUMMARY OF CONTENTS**

The report details the background to the proposals, the consultation undertaken and objections received.

#### **3. RELEVANCE TO PORTFOLIO HOLDER**

The Portfolio Holder has responsibility for traffic and transportation issues.

#### **4. TYPE OF DECISION**

This is a non-key decision.

#### **5. DECISION MAKING ROUTE**

This is an executive decision made by the Portfolio Holder.

#### **6. DECISION(S) REQUIRED**

The Portfolio holder approves the implementation of the scheme.

**Report of:** Head of Technical Services

**Subject:** GRAINGER STREET TRAFFIC CALMING

---

**1. PURPOSE OF REPORT**

- 1.1 To seek approval to the proposed traffic calming scheme on Grainger Street.

**2. BACKGROUND**

- 2.1 There have been a number of concerns raised, particularly at the Dyke House/Stranton/Grange NAP Forum, about the speed of traffic on Grainger Street in the vicinity of the entrance gates to Brougham Primary School.

**3 CONSIDERATION OF ISSUES**

- 3.1 It is proposed to implement a 20mph limit on Grainger Street. The Department of Transport legislation requires a 20mph speed limit to be self-enforcing by means of physical traffic calming measures.
- 3.2 The traffic calming proposed will consist of a series of speed humps along Grainger Street. Also 20mph zone signs will be introduced at the Raby Road end.
- 3.3 Residents of Grainger Street, Middleton Road, the properties in between the two, Ward Councillors and Brougham Primary School were sent a letter and plan outlining the above proposals. There were 7 responses to the consultation of which 5 were in favour and 2 against.
- 3.4 The objections to the scheme from the 2 residents were as follows:
- The proposed traffic calming will encourage illegal motor cyclists to speed over the humps.
  - The proposed traffic calming would make a resident's bad back worse.
- 3.5 Illegal motor cycles are a Police issue. The fact that the proposed traffic calming is full width road humps should prevent them from speeding, whereas speed cushions would allow them to ride between them.

- 3.6 The road humps would be constructed in accordance with DfT guidelines, which should minimise any discomfort experienced by motorists.

#### **4. FINANCIAL IMPLICATIONS**

- 4.1 The scheme would be funded by the Dyke House/Stranton/Grange NAP Forum.

#### **5. RECOMMENDATION**

- 5.1 The Portfolio Holder approves the implementation of the 20mph limit and associated traffic calming measures.

## APPENDIX 1

## APPENDIX 1

AS. THE ONLY ACCESS BY CAR TO OUR PROPERTY IS VIA GRAINGER STREET THE SIGHTING OF SPEED HUMPS THERE COULD LEAD TO FURTHER PROBLEMS TO MY WIFE'S BACK PROBLEMS I.E. THE CAR BUMPING UP AND DOWN THESE HUMPS

MR.

Dear Mr. Reed

Regarding the 'humps' being put in our road to calm the traffic, this in theory is a good idea. However it will also make a perfect track for the idiots we get on trail / quad bikes, as the road is a dead end.

I also feel the money that will be spent could be put to better use on tidying up the area, not just rubbish wise.

Regards

## APPENDIX 2



## TITLE

APPENDIX 2 – Grainger Street, Proposed Safety Scheme

HARTLEPOOL BOROUGH COUNCIL  
 DEPT. OF TECHNICAL SERVICES  
 HEAD OF Technical Services: A. Smith

DRAWN M.R.	DATE Aug '07
SCALE 1:1500	
DRG. NO.	REV.

## **NEIGHBOURHOOD AND COMMUNITIES PORTFOLIO**

Report to Portfolio Holder  
19 November 2007



**Report of:** Head of Technical Services

**Subject:** INTRODUCTION OF NEW PARKING  
CONTROLLED ZONES – CHURCH STREET/  
HUCKLEHOVEN WAY

---

### **SUMMARY**

#### **1. PURPOSE OF REPORT**

To consider introducing a new controlled parking zone including permit and pay and display parking areas.

#### **2. SUMMARY OF CONTENTS**

The report reviews the current parking difficulties, and considers the views of objectors whilst recommending some compromise alternatives to the original scheme.

#### **3. RELEVANCE TO PORTFOLIO HOLDER**

The Portfolio Holder has responsibility for traffic and transportation issues.

#### **4. TYPE OF DECISION**

This is a non-key decision.

#### **5. DECISION MAKING ROUTE**

This is an executive decision made by the Portfolio Holder.

#### **6. DECISION(S) REQUIRED**

The Portfolio Holder approves the introduction of the proposed controlled zone.



**Report of:** Head of Technical Services

**Subject:** INTRODUCTION OF NEW PARKING  
CONTROLLED ZONES – CHURCH STREET/  
HUCKLEHOVEN WAY

---

**1. PURPOSE OF REPORT**

- 1.1 To consider introducing a new controlled parking zone including permit and pay and display parking areas.

**2. BACKGROUND**

- 2.1 At a meeting of the Cabinet on 24 July 2007, a decision was taken in principle to consider introducing new pay and display and permit controlled parking zones in an area from Church Street to Hucklehoven Way. The majority of the area is unregulated and this has led to some complaints of inconsiderate parking and cases of obstruction.
- 2.2 Vehicular activity has substantially increased in recent months and parking availability has become limited. As a result many motorists park on grassed embankments/unadopted roads and utilise space where ever possible. The closure of the Royal Vaults car park, which currently provides parking space for some 120 vehicles, will exacerbate current demand and until a parking site reopens as part of the interchange scheme, there is likely to be a significant displacement of traffic into this area.
- 2.3 The area has a number of vehicular requirements including predominantly short stay customer parking in and around Church Street, There is however a long stay parking need generated by students attending Hartlepool College of Further Education and the College of Art, staff working in the commercial businesses located in Church street, Tower Street, Whitby and Scarborough Street and a large number of commuters working in close proximity. There is also evidence that a number of commuters working to the West of Stockton Road are parking in the area as it offers free parking and is within reasonable distance from their place of work.

- 2.4 A consultation with motorists and businesses in the area took place in respect of the initial scheme which was reported to Cabinet on 24 July 2007. As a consequence the revised scheme was formally advertised and views of interested parties sought. During the period of objection the council was presented with a petition of almost 1,000 signatures collected by the local businesses operating in the area. Four additional letters of objection were also received. All letters/correspondence will be made available at the Portfolio meeting.

### 3. CONSIDERATION OF ISSUES

- 3.1 The principle concern of the objectors related to the introduction of pay and display parking meters which were proposed for Church Street as a means of controlling short stay parking. Local businesses recognised the need to ensure traffic management was in place but felt that the introduction of pay and display parking would have a detrimental effect on customer parking. The views were explained by a delegation of businesses from Church Street/Tower Street to the Portfolio Holder and formally submitted the petition.
- 3.2 The report to Cabinet on 24 July 2007 considered many of the responses submitted during the first phase of this proposal which are summarised as **Appendix A**.
- 3.3 In order to address the concerns of the local businesses it is proposed to retain the existing limited waiting parking bays on Church Street and part of Whitby Street, whilst creating limited waiting spaces on part of Tower Street. It is considered that this will allow for some short stay customer parking provision and provide assistance to some of the businesses who depend on a relatively fast turn over of vehicles.
- 3.3 The amended proposals (as shown in **Appendix B**) now offer a variety of parking restrictions, which encourage customer parking to businesses in Church Street/Whitby Street/Tower Street, whilst providing dedicated business permit parking to businesses in Scarborough Street.
- 3.4 The proposed commuter permit parking areas will manage parking in Surtees Street/Lynn Street/Reed Street/and Part Whitby Street offering discounted parking for regular motorists whilst long stay and short stay pay and display in Tower Street/Brunswick and Whitby Street will provide a controlled and managed parking alternative to day visitors.

3.5 The revised scheme addresses much of the concerns expressed by objectors/signatories of the petition; however some letters of objection regarding cost and number of permits to be issued remain. In addition a significant number of HBC staff responded with specific issues relating to operational and contractual concerns. Although such concerns were valid in relation to a comparison charge with other HBC staff schemes, and the operational effect the controls may have on parking availability, the majority of issues cannot be considered in this consultation as the parking would be open to all members of the public, however the concerns have been referred to a management steering group and will be considered in isolation.

3.6 As a result of the consultation responses the following recommendations are proposed:

- (a) Scarborough Street – In general the proposal to create a business parking zone was well supported. Expressions of interest from businesses have seen the proposed scheme extend to the entire length of Scarborough Street;
- (b) Church Street – Parking is currently managed by a limited waiting restriction. There was strong opposition to the introduction of pay and display parking charges from businesses who would prefer to see the existing traffic controls retained. It is proposed therefore the existing limited waiting bays should remain;
- (c) Tower Street – some businesses in the area have expressed concern that long stay pay and display controls may have an adverse effect on both customer parking and the business operation. There are currently no restrictions on this stretch of highway and in order to ensure some customer parking is available, a number of limited waiting bays are proposed. To accommodate the current existing demand of long stay all day parking, pay and display parking compatible with the existing town centre parking tariff rate is proposed. It is proposed to accommodate any demand from businesses requiring regular available parking spaces, within Surtees Street;
- (d) Brunswick Street – Long stay pay and display parking proposed;
- (e) Whitby Street – Although most businesses were supportive of the scheme, some did have reservations regarding the impact of short stay parking being controlled by pay and display and requested that a ½ hour limited waiting control measure remain. As a consequence a number of limited waiting bays are proposed to remain although the short stay pay and display / permit parking control measures will compliment the traffic management in the street;

- (f) Hope Street, Surtees Street (between Whitby – George Street), Reed Street (between Lynn Street – George Street), and Lynn Street (part) – The proposal for this area received a number of letters of opposition. Concerns were registered by commuters regarding the cost of the permits and general satisfaction that they were happy with the present free parking arrangements. However as previously identified a significant number of objectors were members of staff from HBC and many of the objections related to staffing issues unique to the authority. Forty seven of the 55 consultation responses were from HBC staff and although 29 opposed the scheme 18 did express an interest to purchase a commuter permit;
- (g) Charles Street - At present this is unregulated un-adopted highway in need of both refurbishment and relining. It is proposed to utilise the space and create dedicated parking bays and this will enable the enforcement of inconsiderate parking which is damaging the grass verge area. The site has however been identified for future housing development and it is not therefore viable to provide substantial funding for redevelopment whilst the long term future of the site is unresolved.

#### **4. FINANCIAL IMPLICATIONS**

- 4.1 The introduction of a charge increase will incur some additional costs. Legal orders need to be advertised, tariff boards renewed, and pay and display ticket machines purchased.
- 4.2 There will be some constructional work required to improve the Charles Street Highway but this cost is reflective of the cost of fencing the area to prevent vehicular access. In addition the area will require additional signing and carriageway lining to comply with legislation. The cost of which will be met from the existing parking Services budget.

#### **5. RECOMMENDATIONS**

- 5.1 That the proposed parking restrictions as shown in **Appendix B** be approved.
- 5.2 The pay and display prices be reflective of the current town centre charges and subject to the same review.
- 5.3 The business permit cost be approved at £280 per annum – This would be compatible to the cost of a permit where the scheme is already in operation.

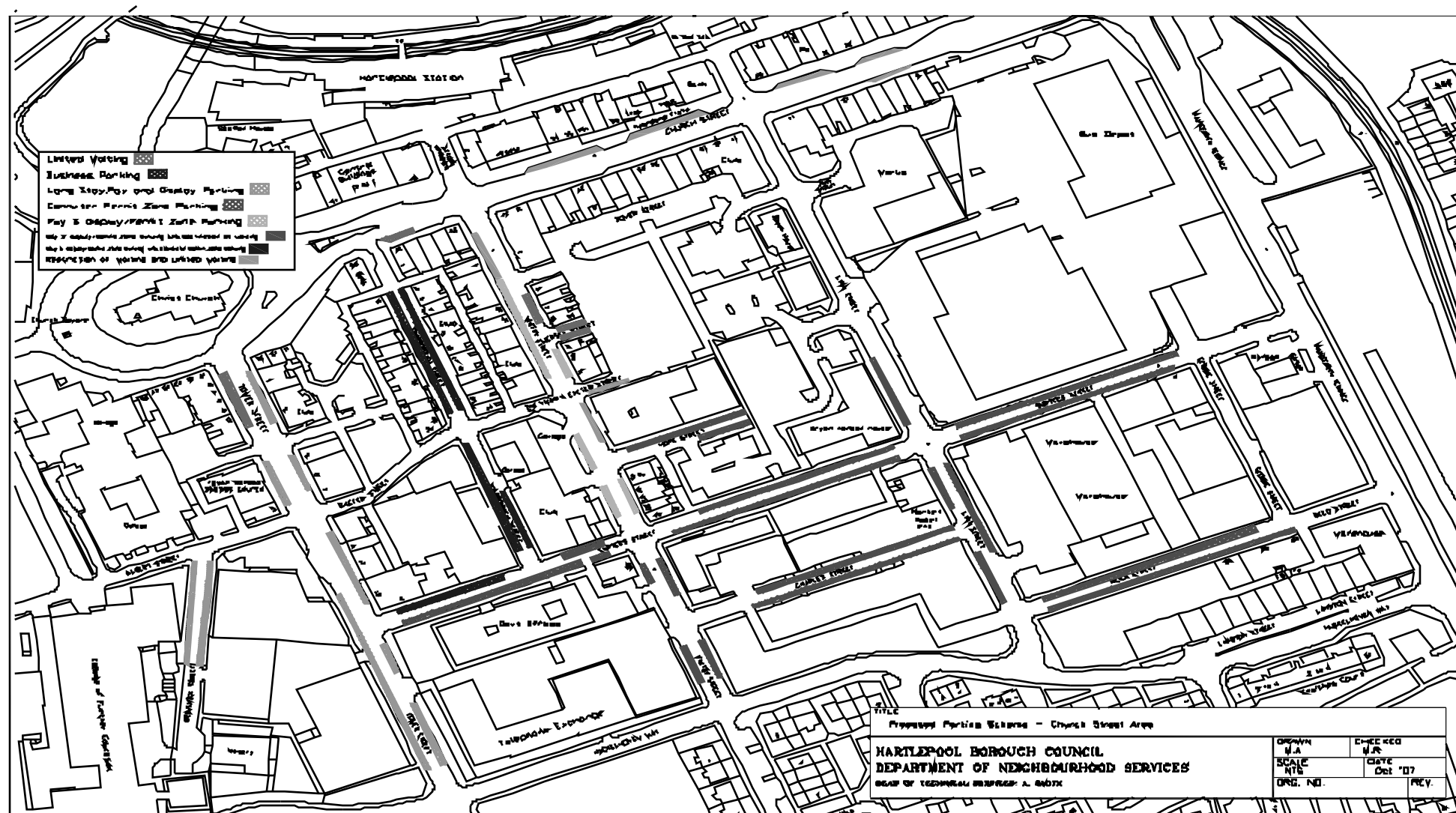
- 5.4 The cost of a commuter permit be set at £170 per annum – This is a new rate and is less than the current commuter permit charge as unlike other “off street” commuter permit the scheme does not guarantee a dedicated parking space.
- 5.5 The Chief Solicitor instructed to create legal orders to reflect the amended parking proposal.

## APPENDIX A

	Usage				In support / would wish purchase permit	Comments	Against proposal	comments	Not known	Overall concerns
	Resident	Business	Commuter	Student						
Scarborough Street	1	12	9	0	18	(3 permits required for cheaper location)	3	costs resident - unaware of concession	1	Guarantee space costs possible business relocation
Church Street		5	2		3	cost HBC staff scheme	4	costs		Leave church street with 1/2 free park
Tower Street	1	7	10	1	13	6 permits for other area provided sufficient bays cost	4	costs	2	allow for adequate number of business bays
Whitby Street		5	3		7	costs allow some free customer parking			1	
Lynn Street	1			1	1	provided resident concession available			1	
George Street		2					2	Needs customer parking provision		

## 2.5

	Usage				In support / would wish purchase permit	Comments	Against proposal	comments	Not known	Overall concerns
	Resident	Business	Commuter	Student						
Hope / Reed / Surtees Street	1		52	1	1  3  18	Provided resident concession available  commuters HBC- Some cost issues	29	All HBC staff	3	Staff issues Charges/costs contractual obligation  business efficiency conditions of service
TOTALS	4	31	76	3	64		42		8	





## **NEIGHBOURHOODS & COMMUNITIES PORTFOLIO**

Report to Portfolio Holder  
19<sup>th</sup> November 2007



**Report of:** Director of Neighbourhood Services

**Subject:** NEIGHBOURHOOD SERVICES  
DEPARTMENTAL PLAN 2007/08 – 2ND  
QUARTER MONITORING REPORT

---

### **SUMMARY**

#### **1. PURPOSE OF REPORT**

To inform the Portfolio Holder of the progress made against the Neighbourhood Services Departmental Plan 2007/08 to the end of the second quarter of the year.

#### **2. SUMMARY OF CONTENTS**

The progress against the actions contained in the Neighbourhood Services Departmental Plan 2007/08 and the outturns to the end of the second quarter, of key performance indicators.

#### **3. RELEVANCE TO PORTFOLIO MEMBER**

The Portfolio Member has responsibility for neighbourhood and communities issues.

#### **4. TYPE OF DECISION**

Non-key.

#### **5. DECISION MAKING ROUTE**

Portfolio Holder meeting 19<sup>th</sup> November 2007.

#### **6. DECISION REQUIRED**

The Portfolio Holder is requested to:

- Note the achievement of key actions and outturns of performance indicators

**Report of:** Director of Neighbourhood Services

**Subject:** NEIGHBOURHOOD SERVICES  
DEPARTMENTAL PLAN 2007/08 – 2ND  
QUARTER MONITORING REPORT

---

## **1. PURPOSE OF REPORT**

- 1.1 To inform the Portfolio Holder of the progress made against the key actions identified in the Neighbourhood Services Departmental Plan 2007/08 and the progress of key performance indicators for the period up to 30<sup>th</sup> September 2007.

## **2. BACKGROUND**

- 2.1 The Neighbourhood and Communities Portfolio Holder agreed the Neighbourhood Services Departmental Plan in June 2007.
- 2.2 The Portfolio Holder for Neighbourhood & Communities has responsibility for part of the Neighbourhood Services Departmental Plan.
- 2.3 The Neighbourhood Services Departmental Plan 2007/08 sets out the departments priorities along with an action plan to show how the department will achieve these over the coming year.
- 2.4 A number of performance indicators are also included within this plan showing how the department is performing in relation to both national and local performance indicators.
- 2.5 Each section within the department produces a Service Plan, detailing the key tasks and issues facing them in the coming year. Each plan contains actions, detailing how each individual section contributes to the key tasks and priorities contained within the Neighbourhood Services Departmental plan and ultimately those of the Corporate plan.

## **3. SECOND QUARTER PERFORMANCE**

- 3.1 This section looks in detail at how the Neighbourhood Services Department has performed in relation to the key actions and performance indicators that were included in the Neighbourhood Services Departmental Plan 2007/08 and which the Portfolio Holder for Neighbourhood & Communities has responsibility.

- 3.2 On a quarterly basis officers from across the department are asked, to provide an update on progress against every action contained in the performance plans and, where appropriate, every performance indicator.
- 3.3 Officers are asked to provide a short commentary explaining progress made to date, and asked to traffic light each action based on whether or not the action will be, or has been, completed by the target date set out in the plans. The traffic light system is: -

<b>Red</b>	- Action/PI not expected to meet target
<b>Amber</b>	- Action/PI expected to be meet target
<b>Green</b>	- Action/PI target achieved

- 3.4 Within the Neighbourhood Services Departmental Plan there are a total of 62 Actions and 72 Performance Indicators identified. The Portfolio Holder for Neighbourhood and Communities has responsibility for 55 of these actions and 59 of these performance indicators. Table 1, below, summarises the progress made, to the 30 September 2007, towards achieving these actions and performance indicators.

Table1 – Neighbourhood Services progress summary

	Departmental Plan		Neighbourhood & Communities Portfolio	
	Actions	PIs	Actions	PIs
<b>Green</b>	6	10	16	10
<b>Amber</b>	55	32	36	24
<b>Red</b>	1	8	3	7
<b>Annual</b>	-	22	2	19
<b>Total</b>	62	72	57	60

- 3.5 A further 10 actions in addition to the 6 identified in quarter 1, for which the Portfolio Holders has responsibility, have been completed this quarter, with a further 36 expected to be completed by the target date.
- 3.6 The remaining actions for which the Portfolio holder has responsibility have been identified as not expected to achieve target. These are detailed in the table overleaf.

Ref	Action	Milestone	Comment
NSD012	Enhance and improve the appearance of the town by providing an efficient and responsive design service	Sept 07	We are in the process of developing a design strategy, design manual (this is also linked to the development of the council access design manual) and updating / developing the office procedures manual to achieve this objective. Resources are an issue.
NSD023	Implement the internal audit report recommendations on DDA	Nov 07	A plan of action has been agreed to implement the recommendations of the report, however resources are not available to fully implement these.
NSD026	Produce and implement the Traffic Asset Management Plan (TAMP)	Sept 07	The front end of the Traffic Asset Management Plan is in the Forward Plan to report to cabinet in November. The appendices to the plan are in the process of being finalised.

3.7 A number of actions have been completed to date within the Neighbourhood Services Departmental Plan for which the Portfolio Holder has responsibility, including:-

- The successful undertaking of a level 2 nuclear exercise by Emergency Planning, testing Strategic Command; Borough Emergency and Local Authority Survivor reception centres.
- Implementation of relevant aspects of the Clean Neighbourhoods and Environment act by the Neighbourhood Action Team
- Provision of advice and support to the Environment Partnership and Local Strategic Partnership by the Environmental Standards section in the form of secretarial duties and professional expertise.

3.8 It can also be seen that 24 of the Performance Indicators have been highlighted as expected to achieve target with 10 indicators currently being highlighted as having achieved target. A further 19 indicators have been highlighted as being collected on an annual basis and therefore no updates are available for those at present.

3.9 The remaining 7 performance indicators are being reported as not expected to achieve target. Detailed in the table overleaf.

Ref	Action	Target	Outturn	Comment
BVPI 84b	Percentage change from the previous financial year in the number of kilograms of household waste collected per head of population	3%	12.23%	Continued promotion of home composting with Waste Resource Action Programme and continued education to minimise waste. Additional green waste due to alternate weekly collections has impacted on outturn.
L102	Average number of days per employee lost due to sickness across the Neighbourhood Services Department	10.19 days	13.26 days (un weighted)	Sickness continues to be a priority with instances being addressed, along with initiatives being developed / introduced to improve current levels.
BVPI 99a(ii)	Road accident casualties % Change in number of casualties from previous year – all killed / seriously injured	-7.8%	+5.3%	Increase of 2 accidents from previous year, although actual figures are below target.
BVPI 99b(i)	Road accident casualties – Number of casualties- children killed / seriously injured.	8 No.	11 No.	Very small numbers can mean significant fluctuations in figures. Programme of 20mph schemes outside schools and general safety schemes should help improve figures.
L102	The percentage of formal complaints responded to within 15 working days	100%	87.5%	The department has received 8 complaints between April and September with 1 of these taking an additional two days to provide a response.

#### 4. RECOMMENDATIONS

##### 4.1 The Portfolio Holder is requested to:

- Note the achievement of key actions and outturns of performance indicators

## **NEIGHBOURHOODS AND COMMUNITIES PORTFOLIO**

Report To Portfolio Holder  
19 November 2007



**Report of:** Director of Regeneration and Planning Services

**Subject:** REGENERATION AND PLANNING SERVICES  
DEPARTMENTAL PLAN 2007/08 – QUARTER 2  
MONITORING REPORT

---

### **SUMMARY**

#### **1.0 PURPOSE OF REPORT**

To inform Portfolio Holder of the progress made against Regeneration and Planning Services Departmental Plan 2007/08 in the second quarter of the year.

#### **2.0 SUMMARY OF CONTENTS**

The report shows details of progress against Housing Services actions contained in the Departmental Plan and the first half year outturn of key performance indicators.

#### **3.0 RELEVANCE TO PORTFOLIO MEMBER**

The Portfolio Holder has responsibility for performance management issues in relation to the housing functions within the Regeneration and Planning Services Departmental Plan.

#### **4.0 TYPE OF DECISION**

Non key.

**5.0 DECISION MAKING ROUTE**

Portfolio Holder only.

**6.0 DECISION(S) REQUIRED**

Progress against actions and indicators be noted.

**Report of:** Director of Regeneration and Planning Services

**Subject:** REGENERATION AND PLANNING SERVICES  
DEPARTMENTAL PLAN 2007/08 – QUARTER 2  
MONITORING REPORT

---

## **1. PURPOSE OF REPORT**

- 1.1 To inform the Portfolio Holder of the progress made against key actions identified in the Regeneration and Planning Departmental Plan 2007/08 and the progress of relevant performance indicators for the period up to 30 September 2007.

## **2. BACKGROUND**

- 2.1 The Portfolio Holder for Neighbourhoods and Communities has responsibility for Housing Services within the Regeneration and Planning Departmental Plan.
- 2.2 The Regeneration and Planning Departmental Plan 2007/08 sets out the key tasks and issues along with an Action Plan to show what is to be achieved by the department in the coming year.
- 2.3 The Council's electronic performance management database is used for collecting and analysing performance in relation to both the Corporate Plan and the five Departmental Plans.
- 2.4 Where appropriate more detailed service plans are also produced detailing how each individual section contributes to the key tasks and priorities contained within the Regeneration and Planning Departmental Plan and ultimately those of the Corporate Plan. These plans are managed within the department.

## **3. SECOND QUARTER PERFORMANCE**

- 3.1 This section looks in detail at how Regeneration and Planning Services has performed in relation to the key actions and performance indicators that were included within the Departmental Plan for 2007/08.
- 3.2 On a quarterly basis, officers from across the department are asked, via the Performance Management database, to provide an update on



progress against every action contained in the performance plan and where appropriate, every performance indicator.

- 3.3 Officers are asked to provide a short commentary explaining progress made to date and asked to 'traffic light' each section based on whether or not the action will be, or has been, completed by the target date set out in the plans. The traffic light system is:-

<b>RED</b>	Action / PI not expected to meet target
<b>AMBER</b>	Action / PI expected to meet target
<b>GREEN</b>	Action / PI target achieved

- 3.4 Within Regeneration and Planning Services Departmental Plan, there are a total of 17 actions and 22 performance indicators assigned to this portfolio. Table 1 below summarises the progress made at 30 September 2007 towards achieving these actions and performance indicators:-

**Table 1 – Regeneration and Planning progress summary**

	<b>Departmental Plan</b>	
	<b>Actions</b>	<b>PIs</b>
<b>Green</b>	4 (23.5%)	4 (18.2%)
<b>Amber</b>	13 (76.5%)	9 (40.9%)
<b>Red</b>	0 (0.0%)	0 (0.0%)
<b>Annual</b>	0 (0.0%)	9 (40.9%)
<b>Total</b>	17	22

- 3.5 At this stage of the year it is anticipated that all actions contained in the plan will be completed during 2007/08 and all targets will be met. There are no "red rated" actions or indicators to bring to portfolio holder's attention at this time.
- 3.6 One of the targets already exceeded this year is for the number of special needs applicants who have been assisted in securing more suitable accommodation. Some 56 households have so far been rehoused during 2007/08, a number of these within properties that have become available following the completion of two new build schemes.

#### **4. RECOMMENDATION**

- 4.1 That the progress against key actions and first half year outturn of performance indicators is noted.