

CABINET AGENDA



Monday 10th December 2007

at 9.00am

**in the Red Room, Avondale Centre,
Dyke House, Hartlepool
(Raby Road entrance)**

MEMBERS: CABINET:

The Mayor, Stuart Drummond

Councillors Hall, Hargreaves, Hill, Jackson, Payne and Tumilty

1. APOLOGIES FOR ABSENCE

2. TO RECEIVE ANY DECLARATIONS OF INTEREST BY MEMBERS

3. MINUTES

- 3.1 To receive the Record of Decision in respect of the meeting held on 26th November 2007 (previously circulated)
- 3.2 To receive the Record of Decision in respect of the meeting of the Emergency Planning Joint Committee held on 7th November 2007 (*attached*)

4. BUDGET AND POLICY FRAMEWORK

No items

5. KEY DECISIONS

- 5.1 Income from Non-Residential Social Care – *Director of Adult and Community Services*
- 5.2 New Local Area Agreement (LAA) 2008/11 – Proposed Outcome and Targets Framework – *Head of Community Strategy*
- 5.3 Choice Based Lettings – *Director of Regeneration and Planning Services*

6. OTHER ITEMS REQUIRING DECISION

- 6.1 Sustainable Modes of Travel Strategy – *Director of Neighbourhood Services*
- 6.2 Outcome of Ballot to Establish a Business Improvement District (BID) for Longhill and Sandgate Industrial Estates – *Director of Regeneration and Planning Services*
- 6.3 Schools Transformation: BSF Strategy for Change: Part One – *Director of Children's Services*
- 6.4 Local Development Framework: Annual Monitoring Report 2006/2007 – *Director of Regeneration and Planning Services*
- 6.5 Town Centre Management – *Director of Regeneration and Planning Services*

7. ITEMS FOR DISCUSSION / INFORMATION

- 7.1 Local Area Agreement (LAA) Quarter 2 Summary of Performance Report 2007/08 – *Head of Community Strategy*
- 7.2 Annual Review of Performance for Adult Social Care – *Director of Adult and Community Services*

8. REPORTS FROM OVERVIEW OF SCRUTINY FORUMS

No items

9. LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985

EXEMPT ITEMS

Under Section 100(A)(4) of the Local Government Act 1972, the press and public be excluded from the meeting for the following items of business on the grounds that it involves the likely disclosure of exempt information as defined in the paragraphs referred to below of Part 1 of Schedule 12A of the Local Government Act 1972 as amended by the Local Government (Access to Information) Act 1985

10. KEY DECISIONS

- 10.1 Endeavour Home Improvement Agency (HIA) – Future Arrangements – *Director of Regeneration and Planning Services and Director of Adult and Community Services (Para 3)*

11. OTHER ITEMS REQUIRING DECISION

- 11.1 Havelock Centre, Lynn Street – Community Asset Transfer – *Director of Neighbourhood Services and Director of Adult and Community Services (para 3)*

EMERGENCY PLANNING JOINT COMMITTEE

MINUTES AND DECISION RECORD

7 November 2007

The meeting commenced at 9.30 a.m. in the Emergency Planning Unit,
Middlesbrough

Present:

Councillor Barry Coppinger (Middlesbrough BC)
The Mayor, Stuart Drummond (Hartlepool BC)
Councillor Terry Laing (Stockton-on-Tees BC)
Councillor David McLuckie (Redcar and Cleveland BC)

Officers: Denis Hampson, Chief Emergency Planning Officer.
Stephen Barber, Assistant Chief Accountant
David Cosgrove, Principal Democratic Services Officer

1. Appointment of Chair

That Councillor Barry Coppinger (Middlesbrough Borough Council) be elected Chair of the Committee.

Councillor Coppinger in the Chair

2. Apologies for Absence

None.

3. Declarations of interest by members

None.

4. Confirmation of the minutes of the meeting held on 3 November 2006

Confirmed.

5. Emergency Planning Annual Plan *(Chief Emergency Planning Officer)*

Purpose of report

To present to Members of the Cleveland Emergency Joint Committee the Annual Plan prepared for 2007-08 and to briefly review the 2006-07 Annual Plan.

Issue(s) for consideration by Committee

The plan (attached as Appendix A to the report) set out the aims and objectives of the Cleveland Emergency Planning Unit (EPU) and the service that will be delivered by the Unit on behalf of the four unitary local authorities of Hartlepool, Middlesbrough, Stockton-on-Tees and Redcar & Cleveland.

The Plan sets out the framework upon which the EPU will deliver its services and shows what the Unit intended to achieve and how. The Plan would also be used as a monitoring tool to determine whether or not the EPU was achieving its aims and objectives through the provision of a number of performance indicators. As such, the plan would be used to help drive the work programme of the EPU and its staff and would also identify training and development needs.

The annual plan identified a number of specific objectives and key work-streams that were being undertaken during 2007-08 to support the overall aims of the Emergency Planning Unit which were intended to enhance the capabilities, together with the reputation, of the EPU. Whilst all these issues were important, three strands were at the forefront of the work of the Unit in 2007-08. They are:

- Firstly, the developing role of the Cleveland Local Resilience Forum (LRF), particularly in the area of risk assessment and overseeing that the requirements of the Civil Contingencies Act are met by the four local authorities and other local responders. This work was being driven by the Chief Emergency Planning Officer who personally provides the secretariat function to the Cleveland LRF.
- Secondly, the need to promote business continuity within the community and particularly with small and medium sized enterprises, especially those that may be involved in any response to a major incident. An example of this work can be demonstrated by the seminar ran jointly by the EPU and the Teesside PCTs for the providers of Nursing and Care Homes and Domiciliary Care Providers. It was also intended to run a one day conference in the spring of 2008.
- Thirdly, through the awarding of Beacon status, sharing the achievements and best practices that exist in Cleveland with others across the country.

Members were very supportive of the excellent work being undertaken by the EPU, particularly the achievement of Beacon Status. Members

questioned what benefits the status brought; were they purely kudos or was there some financial benefit. The Chief Emergency Planning Officer indicated that there was a small amount of finance associated with the award though the main benefit was the large amount of kudos the award brought a small team such as the EPU in Cleveland. This had its down side in the large amount of additional pressures placed on the Chief Emergency Planning Officer through attendance at events and presentations to other authorities. There was a dis-benefit in that it also brought kudos to the staff in the unit who then became more 'personally' marketable and the EPU had lost five members of staff in the past year. The Cleveland EPU was small with only eight staff and this had quite a significant effect. Other EPU's were larger, Darlington's had eleven staff for example, and many could offer higher salaries. It was hoped that job evaluation may address some of these issues, though if not, the Chief Emergency Planning Officer feared he may find more staff leaving for higher paid posts.

The Committee stated that it was very appreciative of the excellent work undertaken by the Unit, particularly in achieving Beacon Status and requested that the Chief Emergency Planning Officer pass on their congratulations to all staff on this outstanding achievement.

Decision

That the report be noted and the 2007- 08 Annual Plan endorsed.

6. Progress of Performance Indicators 2007/08 *(Chief Emergency Planning Officer)*

Purpose of report

To inform the Joint Committee of the progress being made on achieving the performance indicators (PI's) set down in the 2007/08 Annual Plan of the Cleveland Emergency Planning Unit.

Issue(s) for consideration by Committee

This report detailed the progress made towards achieving the performance indicators during the period 1st April to 30th September 2007. Of the twenty indicators, the Chief Emergency Planning Officer reported that fifteen were on target to be met. The remaining five targets were unlikely to be met fully, though in most cases this was due to the possible failure of only one element of the PI, sometimes that were outside the control of the EPU. For example, the multi-agency training indicator was unlikely to be met due to the Environment Agency withdrawing from an exercise due to internal reorganisation.

Members were keen to see the EPU have PI's that set challenging targets rather than simply a set of 'tick-box' targets. The Chief Emergency Planning Officer indicated that the targets set by the EPU itself did include an element of 'stretch'. Some of the externally set targets though did cause some concern. One new target set by central government was for 'the prevention of terrorism'. It was unclear how a local authority service was to

achieve such an aim as no detailed guidance had been supplied.

The Committee requested that future reports on the PI's also 'grade' in some way the targets. Members asked if the more essential targets could be shown in a format that distinguished them from the desirable targets and reflected the EPU's priorities.

Decision

That the report be noted and that future reports on Performance Indicators reflect the Emergency Planning Unit's priorities.

7. Beacon Status for Emergency Planning *(Chief Emergency Planning Officer)*

Purpose of report

To inform Members of the Joint Committee of the ongoing commitments and work of the Emergency Planning Unit following the awarding of Beacon status.

Issue(s) for consideration by Committee

The report set out the background to the Cleveland Emergency Planning Unit's bid for Beacon Status, the process of assessment and the work undertaken since the status was awarded. The Chief Emergency Planning Officer indicated that due to the size of the Unit much of this work had fallen down to him. The Unit had gained a significant amount of kudos from the award and was showing itself to be a national leader in many aspects of the work of emergency planning.

Decision

1. That the report be noted and the Committee particularly acknowledge the hard work undertaken by the Cleveland 'team' to achieve Beacon status.
2. That the continuing workloads and pressures that being awarded Beacon status have placed on the small team of emergency planning professionals within the EPU be noted.

8. Multi-Agency Exercise Calendar and Progress Report *(Chief Emergency Planning Officer)*

Purpose of report

The report informed Members of the multi agency exercise and training calendar for 2007-08 that has been prepared with strategic partners; provided an overview of the multi-agency exercises that took place during 2006-2007; and outlined the significant lessons learned and issues that were being addressed as a result of the exercises conducted.

Issue(s) for consideration by Committee

A Senior Emergency Planning Officer from the Cleveland Emergency Planning Unit (CEPU) chairs a multi-agency exercise planning group that meets quarterly. Membership of the group includes Emergency Planning Officers from the Emergency Services and Cleveland Emergency Planning Unit. Other attendees include representatives from the Maritime and Coastguard Agency, Health Protection Agency, Acute Hospitals, Meteorological Office and Primary Care Trusts, as and when appropriate. The meeting in the latter part of the year considers the exercises for the forthcoming year, whilst other meetings consider the progress of exercises, any issues with planning of those exercises and the action points that arise from exercises that have taken place. An important feature is to address any re-occurring themes or issues highlighted in exercises.

A multi-agency exercise and training calendar for 2007-08 has been produced by the Exercise Planning Group and was in operation. A copy was submitted as Appendix 'A' to the report. It shows a mixture of major live play, small scale, and tabletop exercises. Through these exercises, several plans or elements of plans held by the agencies involved will be able to be tested. The calendar also gives details of a number of training days to multi-agency audiences.

Decision

1. That the report be noted and the exercise calendar endorsed.
2. The Committee acknowledged the time and commitment by staff within the Emergency Planning Unit to ensuring plans are appropriately tested and exercised, thus ensuring that the statutory requirements of the local authorities under the Civil Contingencies Act and the COMAH and REPPIR Regulations are met.

9. Emergency Planning Outturn 2006/2007 *(Chief Emergency Planning Officer and Chief Financial Officer)***Purpose of report**

To provide details of the Cleveland Emergency Planning Unit outturn for the year 2006/2007.

Issue(s) for consideration by Committee

The report provided details of the 2006/2007 outturn position for the Cleveland Emergency Planning Unit. The funding for the Unit mainly derives from contributions from the four local authorities, which are allocated resources from the Government through the annual grant settlement. The authorities contributions to the joint services are calculated according to an agreed arrangement based on population. For 2006/2007 the contributions were as follows: -

Hartlepool	£73,050
Middlesbrough	£115,567
Stockton-on-Tees	£133,272
Redcar & Cleveland	£103,127

The contributions from the authorities were supplemented by contributions from Cleveland Police and Tees & North Yorkshire Ambulance Service (TENYAS), to meet costs associated with the shared accommodation at the Emergency Planning Unit and the half salary of an administrative assistant. Additional income was received during 2006/2007 from charges made to those local companies that are subject to the Control of Major Accident Hazard (COMAH) Regulations 1999. The total income received from all sources in 2006/2007 was £473,600.

Total expenditure in 2006/2007 was £468,332 and this was fully funded from the contributions from the districts, Cleveland Police, TENYAS and the COMAH recharges. Details are attached at Appendix A.

The Assistant Chief Accountant reported that there are no major items to draw to Member's attention.

The £5,118 unused funding has been transferred to the Emergency Planning Reserve established to protect the service against future budget pressures and provide for contingencies.

Decision

That the report be noted.

10. Recommendations – Buncefield Investigation *(Chief Emergency Planning Officer)*

Purpose of report

To inform Members that the Independent Investigation Board chaired by Lord Newton of Braintree had produced a report entitled "Recommendations on the Emergency Preparedness for, Response to and Recovery from Incidents" which sets out a number of recommendations which need to be considered by a number of agencies.

Issue(s) for consideration by Committee

The Chief Emergency Planning Officer has compared these recommendations against the policies, practices and procedures that already exist in Cleveland in light of the chemical industry that we have (37 top tier sites). It will be noted that much of our present work reflects favourably with the recommendations in the Buncefield Report. The Chief Emergency Planning Officer had reported these findings to the Cleveland Local Resilience Forum and future work on various aspects has been agreed by the LRF.

The report set out an overview of the recommendations of the report

produced by Lord Newton together with the Chief Emergency Planning Officer's comments on how they affected the Cleveland area and how prepared the EPU was for the particular issues raised. There were some controversial issues raised within the recommendations and these were being worked through both nationally and locally.

Decision

1. That the Committee endorses the report and acknowledges the additional workloads that implementing these recommendations will have on the Emergency Planning Unit.
2. In respect of specific recommendations of the Investigation Board, the Committee endorsed the following actions:
 - (a) Recommendation 8 - that the current EPU arrangement for re-issuing 'Regulation 14' letters to the public in the Public Information Zone on a three-yearly basis be endorsed.
 - (b) Recommendation 15 – that the current EPU arrangements for the publication of a full and an abridged version of the off-site plans be endorsed.
 - (c) Recommendation 15 – that the EPU liaise more closely with their counterparts in Durham and Darlington and North Yorkshire.
 - (d) Recommendation 19(b) – that the current arrangements be endorsed.

11. Exercise Jordan (*Chief Emergency Planning Officer*)

Purpose of report

To brief Members on the recent Nuclear Installations Inspectorate (NII) Level 2 exercise, codename 'Jordan' held on 11 July 2007 and to outline the main issues/lessons learned that emerged during the exercise. The report also informed Members of the recommended actions designed to improve off-site emergency preparedness arrangements for Hartlepool Power Station as detailed in the REPIR plan.

Issue(s) for consideration by Committee

Exercise "JORDAN", one of a series of Level 2 Exercises to test the off-site emergency arrangements for British Energy's power stations, was held on 11th July 2007. The event was based on Hartlepool Power Station and was a demonstration to the Regulator, the Nuclear Installations Inspectorate (NII), that the operator's arrangements are adequate, as required under Condition 11 of the Nuclear Site Licence. The exercise also served as a test of the Hartlepool off-site response plan, as required under the Radiation (Emergency Preparedness and Public Information) Regulations (REPIR) and the Hartlepool Borough Council emergency response plan.

Decision

1. That the Emergency Planning Consultative Committee (EPCC) of the Power Station takes ownership of the actions necessary to move

forward on the lessons learned. It was noted that Emergency planners from the EPU are active participants of the EPCC.

2. That the Hartlepool Power Station Off-Site REPIR Plan is reviewed by the Emergency Planning Unit to ensure that lessons learned following the exercise are incorporated into the plan to ensure that the off-site emergency arrangements are subject to continuous improvement.

12. National Capabilities Survey 2008 *(Chief Emergency Planning Officer)*

Purpose of report

To inform Members that the Civil Contingencies Secretariat were to conduct a new national capabilities survey, similar to the one carried out in 2006.

Issue(s) for consideration by Committee

The programme has been announced for the delivery of the National Capabilities Survey (NCS) in 2008 which is being undertaken by Central Government who consider that assessing our current level of resilience is a critical part of the Government's programme to make the country more resilient to disruptive events.

The results from the last survey in 2006 in respect of the agencies (Local Authorities, Police, Fire, and Environment Agency) across Cleveland were very positive and showed the area to be at or above the national average in eleven of the twelve categories. The below average category was 'Urban Search and Rescue' which was the responsibility of the Fire Brigade.

Decision

1. The Committee noted that the 2008 survey would appear within the next two months and it would be larger and much more detailed than previously, with more than 500 questions and was, therefore, likely to be extremely time consuming to complete.
2. That the Chief Emergency Planning Officer in his role as the LRF Secretariat should co-ordinate the activities around the survey to ensure all recipient agencies within Cleveland (a) complete the survey and (b) share views and comments before submission. This would ensure that collective views are put forward and a united response submitted.
3. That the Chief Emergency Planning Officer completes the survey on behalf of the four local authorities.
4. The Committee noted that the section/questions relating to the work of the LRF will be completed by the Chief Emergency Planning Officer in his capacity as the LRF Secretariat in consultation with LRF Members to provide a consolidated response.

13. Reported Incidents / Cleveland Communications Strategy *(Chief Emergency Planning Officer)*

Purpose of report

To inform Members of the incidents reported, weather and flood risk warnings received and communications strategy faxes received and dealt with by the Cleveland Emergency Planning Unit. This report covered the six month period between 1st April 2007 and 30th September 2007

Issue(s) for consideration by Committee

During the six month period from 1st April to 30th September 2007 the Emergency Planning Unit has received seven Flash weather warnings, all in respect of heavy rain and twenty early warnings of severe weather, mostly heavy rain. In the same period, there have been thirteen Flood Watch and one Flood Warning messages issued by the Environment Agency, both in respect of potential fluvial and coastal flooding. The flood warning was issued for Lustrum Beck at Stockton on 22nd June, but later downgraded to a flood watch. All clear messages have also been received in respect of the weather warnings and flood watch messages.

Four 'level 1 heat wave' (lowest level) messages were received during the six month period, predominantly during the early part of June when the country experienced a period of hot weather. These messages link into the Heat wave Plan prepared in each local authority.

Forty-nine faxes have been issued by the Operators or Agencies involved with the strategy. They range from information about:

- Unexpected alarms sounding which can be heard off site
- Excessive flaring
- Small releases of chemicals.
- Unexpected fumes / smoke from chimneys / plants

All were blue faxes, which are for information only but the local authorities were advised and therefore able to 'field' questions from either the media or the public. The Chief Emergency Planning Officer indicated that this was the lowest number of communications within a six month period for two years.

The report went on to give brief details of eight incidents of note which have involved the Emergency Planning Unit and on some occasions seen the deployment of staff to the scene or Incident Command Rooms to represent the Local Authority. Members drew particular attention to the incident on 11th July 2007 of the bus crash involving schoolchildren on Catcote Road, Hartlepool. The Mayor, Stuart Drummond, of Hartlepool Borough Council stated that the people that were first on the scene of the accident had shown considerable courage in staying with the victims of the accident and asked if there were any awards or acknowledgements of their bravery that they could be nominated for. The Chief Emergency Planning Officer indicated that there were a small number of awards and he would discuss

this further with the Mayor.

Decision

That the report be noted.

14. National Recovery Working Group (*Chief Emergency Planning Officer*)

Purpose of report

To inform members of the existence of the National Recovery Working Group that was established in January 2007 to produce guidance to Category 1 responders in dealing with recovery aspects of emergencies and to inform members of some of the topic areas that the Working Group is considering.

Issue(s) for consideration by Committee

The Chief Emergency Planning Officer reported that following a number of high profile incidents nationally, the Civil Contingencies Secretariat who are part of the Cabinet Office were requested by HM Government to produce more comprehensive guidance to support local responders in dealing with the recovery aspects of emergencies. A Working Group under the chairmanship of Kathy Settle, Head of Regional Resilience at the Government Office for the North West was appointed with core membership from a wide range of Government Departments and other organisations.

To assist the group, a number of stakeholders meetings were being held across the country to provide feedback on the work that has been done so far and ensure further work meets the needs of the Category 1 responder organisations. Each LRF had been requested to send up to four people to these events who are or will be involved in the planning for recovery or have either practical or strategic level knowledge of recovery issues. The stakeholder's consultation event held on 16th August 2007 in Manchester was attended by four members of the Cleveland Local Resilience Forum (LRF), including the Director of Neighbourhood Services at Hartlepool BC and the Deputy Chief Emergency Planning Officer. The themes and topics considered by the Working Group at this event were included at Appendix 'A' to the report.

Decision

That the ongoing work of the National Recovery Working Group and the work being undertaken by the Emergency Planning Unit as the lead agency on the production of the Cleveland Recovery Plan be noted.

15. Regional Capabilities Mass Fatalities Plan (*Chief Emergency Planning Officer*)

Purpose of report

To inform the Joint Committee of the work that had been undertaken by the

Cleveland EPU with the Regional Resilience Team to produce a regional mass fatalities plan which dovetails with the Cleveland Temporary Mortuary Plan.

Issue(s) for consideration by Committee

The Chief Emergency Planning Officer reported that work on producing a regional plan has been ongoing for the past two years. It has been time consuming as numerous points have needed clarification from HM Government together with additional guidance and the need to ensure that the plan would dovetail and support the Cleveland Temporary Mortuary Plan that has been reviewed within the last two years. The Regional Team intended to take the draft plan to the next Regional Resilience Forum in September 2007 for approval, subject to any final amendments.

Decision

That the report be noted and the Committee supports the actions taken by the Chief Emergency Planning Officer to ensure this plan is workable in our area and dovetails with the Cleveland Temporary Mortuary Plan.

CHAIR

CABINET REPORT

10 December 2007



Report of: Director of Adult and Community Services

Subject: INCOME FROM NON-RESIDENTIAL SOCIAL CARE

SUMMARY

1. PURPOSE OF REPORT

To propose a replacement to the existing charging arrangements for non-residential social care services, based on modern practice and principles.

2. SUMMARY OF CONTENTS

The report outlines the various methods we are using to charge users of non-residential care services, such as home care and day care, and explains that they are inconsistent, and unsuitable for modern practice. It then sets out three options and demonstrates that only one is acceptable in terms of the principles which apply to charges. This is to calculate a financial allocation or budget for each person based on their needs, and require a financial contribution towards this sum based on their means.

The report recommends that people who use services are consulted on some issues involved in operating such a system of contributions, and the results be brought back to Cabinet with a recommendation and proposed implementation plan.

3. RELEVANCE TO CABINET

Non-residential care services support many vulnerable people at home, and it is important to the community that their financial contributions are on a principled basis.

4. TYPE OF DECISION

Key Test ii

5. DECISION MAKING ROUTE

Cabinet

6. DECISIONS REQUIRED

That in principle the Council replaces existing non-residential charges with a unified contribution towards care funding, regardless of what support is purchased from that funding.

That service users and other key groups be consulted on aspects of how the proposed contribution might be calculated.

That Cabinet and Scrutiny also have an opportunity to discuss these issues.

That the results of the consultation, and discussions with Members and other agencies be brought back to Cabinet for decision, along with a draft implementation plan.

Report of: Director of Adult and Community Services

Subject: INCOME FROM NON-RESIDENTIAL SOCIAL CARE

1. PURPOSE OF REPORT

- 1.1 To propose a replacement to the existing charging arrangements for non-residential social care services, based on modern practice and established principles.

2. BACKGROUND

- 2.1 Users of home care services are charged under the Council's 'Fairer Charging' Policy. The Policy was set in 2002, in line with government guidance, and has been reviewed and update at regular intervals since. It states that there will be an hourly charge, but only up to a weekly amount that each user is assessed as being able to pay. This amount takes into account income, living costs, and any additional disability-related expenditure. Currently the hourly rate is £7.50, which is approximately 75% of the cost of contracted home care.
- 2.2 Residential respite, meanwhile, is charged under the national scheme for residential care, which uses a different means test. In some cases it is appropriate to have flat rate charges, and these are used for Mobile meals and refreshments in day centres. Day care itself is not charged for locally, and the same applies for intermediate care and disabled equipment. So in effect a person could have seven hours of domiciliary care and pay, and a neighbour could have seven hours at a day centre and pay nothing.
- 2.3 Increasingly people are directing their own care via direct payments and individual budgets (In Control), and using their allocation to purchase a wide range of goods and services to better meet their needs. In these cases an hourly rate can often not be applied.
- 2.4 It is now necessary to review the manner in which people contribute towards the cost of their care, to make it more consistent and equitable, and also more suitable for self directed care.

3. PRINCIPLES

3.1 Charges for social care ought to be constructed according to certain principles:

Legality – The main legislation and guidance in this case being HASSASSA 1983, and 'Fairer Charging for Home care Services' 2003

Equity – We should not disadvantage any individuals or groups and everyone should be assessed equitably.

Policy – Charges should support national and local policy aims rather than act as a barrier to them, e.g. social inclusion, independence, combating poverty, and public health

Efficiency – Assessment and collection arrangements, including systems support, should be simple, robust, not be too high a proportion of the income raised, and provide a viable alternative funding source to taxation.

Acceptability – Charges should be easy for the public to understand and accept as reasonable. This is likely to entail some means testing.

Consistency – Ideally the social care charges should be consistent, and on a basis which is compatible with charges for other local authority charges and with payment of means tested benefits.

4. OPTIONS

4.1 There are three broad options, and these can be weighed up using the above principles as follows:

i) Stop charging for services

This would meet many of the principle tests, but not 'efficiency' or 'policy'. There could be a saving from not employing those assessing and collecting non-residential charges, but some resource may be retained as they also assess for residential charges, carry out benefit maximisation as part of the financial assessment visits, and other functions such as Court of Protection and Appointeeship duties. However, income from home care alone is currently over £800,000 per annum, and to replace this income with service cuts would threaten services themselves. Also national policy expects that services will be co-funded by the individual and the state.

ii) Extend existing charges system

In order to be consistent and equitable the Fairer Charging hourly rate would have to be applied to all services, but with people now using funds for equipment, transport, health and leisure options etc it would be difficult to devise an acceptable way of doing this. Other authorities such as Cumbria updated their charges on traditional lines, but now face a further rethink to deal with self-directed care. The Department of Health has recognised the need for change and is suggesting a review of National Fairer Charging policies.

iii) Means tested contribution

Guidance now being developed by the Department of Health for use in relation to Individual Budgets implementation is to calculate a financial allocation or budget for the individual based on their needs, and require a contribution towards this sum based on their means. This option seems to give the best fit to all of the above principles, and is therefore recommended as the way forward.

5. CONSULTATION

5.1 There are of course a wide range of issues to be addressed in a major change of this type, and it would be appropriate to consult with service users and through the usual consultation channels on the solutions to these issues. The consultation questions would include:

- Should the contributions be based solely on ability to pay, or also on the size of financial allocation (i.e. those with greater care needs pay more)?
- Should there be a maximum charge for all non-residential support (currently this is set at 50% of the cost of residential care)?
- How should residential respite care be treated, and how does this need to be considered alongside other respite care opportunities.

5.2 Whilst the consultation process is underway development work can be ongoing amongst officers, and with Members. A consultation period of January and February 2008 is proposed. Following this a report would be brought back to Cabinet with the results of the consultation and the further development work. This will seek Cabinet decisions on the final scheme, and propose an implementation plan.

6. FINANCIAL IMPLICATIONS

- 6.1 Without a review the substantial income from non-residential care would be put at risk, especially given the rise of self-directed care. The impact of the new contributions, for individuals and overall, would depend on the final details of the scheme. At this stage it is assumed to be budget neutral.

7. RECOMMENDATIONS

- 7.1 That in principle the Council replaces existing non-residential charges with a unified contribution towards care funding, regardless of what support is purchased from that funding.
- 7.2 That service users and other key groups be consulted on aspects of how the proposed contribution might be calculated.
- 7.3 That Cabinet and Scrutiny also have an opportunity to discuss these issues.
- 7.4 That the results of the consultation, and of discussions with Members and other agencies be brought back to Cabinet for decision, along with a draft implementation plan.

CONTACT OFFICER: Alan Dobby, Assistant Director (Support Services)

CABINET REPORT

10th December 2007



Report of: Head of Community Strategy

Subject: NEW LOCAL AREA AGREEMENT (LAA) 2008/11
PROPOSED OUTCOME AND TARGETS
FRAMEWORK

SUMMARY

1. PURPOSE OF REPORT

To agree the proposed outcome and target framework for the new Local Area Agreement (LAA) 2008/11 as the basis for negotiations with Government Office North East (GONE).

2. SUMMARY OF CONTENTS

Local Authorities have a statutory duty to prepare a LAA in partnership with the Local Strategic Partnership. The report presents the proposed outcome and target framework that will help to deliver the Community Strategy and provide a strong platform for local leadership, enabling the Council to build, with partners, a strong shared vision for Hartlepool and ensure action is taken to tackle the key challenges. The proposed framework will form the basis of negotiations in early 2008 that will enable the new LAA to be in place for April 2008.

3. RELEVANCE TO CABINET

Hartlepool's new LAA will be a three year agreement (2008-11) based on the Community Strategy that sets out the priorities for Hartlepool and forms an agreement between Central Government and a local area represented by Hartlepool Borough Council and other key partners through the Hartlepool Partnership.

4. TYPE OF DECISION

Key.

5. DECISION MAKING ROUTE

Hartlepool Partnership 7 December 2007
Cabinet 10 December 2007

6. DECISION REQUIRED

To agree as a basis for negotiation the proposed outcomes and improvement targets for the new LAA and to delegate responsibility to the Assistant Chief Executive and the Head of Community Strategy to negotiate with relevant lead officers and Government Office on the improvement targets for the new LAA

Report of: Head of Community Strategy

Subject: LOCAL AREA AGREEMENT (LAA) 2008/11
PROPOSED OUTCOME AND TARGETS
FRAMEWORK

1. PURPOSE OF REPORT

- 1.1 To agree the proposed outcome and target framework for the new Local Area Agreement (LAA) 2008/11 as the basis for negotiations with Government Office North East (GONE).

2.0 BACKGROUND

- 2.1 Hartlepool's current LAA was agreed by the Cabinet in February 2006 and was signed off by Government in March 2006. 2007/08 is the second year of the current agreement that is due to come to a close at the end of March 2008 and will be replaced by the new LAA.
- 2.2 Work to prepare the new LAA started in early 2007 following the Department for Communities and Local Government (CLG) announcement that set out a strategy for developing the new arrangements. Further information on the new LAA arrangements and recent guidance notes issued by CLG are available on the LAA section of the Hartlepool Partnership Website (www.hartlepoolpartnership.co.uk)

3.0 LATEST GUIDANCE AND CONSULTATION

- 3.1 The latest *Operational Guidance for the Development of the New LAA framework* was published by CLG in November and needs to be read alongside the draft statutory guidance *Creating Strong, Safe and Prosperous Communities* which explains the provisions for LAAs in the Local Government and Public Involvement in Health Act 2007.
- 3.2 CLG also published – *the Handbook* for the National Indicator Set (Draft for Consultation) in November 2007 and is seeking views on the substance or the balance of the outcomes represented by the indicators (not the actual set of indicators that have already been determined by the Comprehensive Spending review 2007).
- 3.3 Links to the documents relating to the consultation are available on the Partnership Website. Responses to the consultation are being coordinated by the Assistant Chief Executive and the Head of Community Strategy

4.0 PROPOSED OUTCOME FRAMEWORK AND TARGETS FOR NEW LAA

- 4.1 Guidance indicates that up to 35 **Improvement Targets** need to be identified that will be informed by existing LAA targets, Community Strategy Priorities, Government Office knowledge of areas and the outcome of the 2007 Spending Review that detailed the latest Public Service Agreements and the 198 National Indicators that replace the Best Value reporting regime. The proposed targets will need to be negotiated and will ultimately be designated by Secretary of State and be subject to upward reporting to Government. These proposed targets should be ambitious but realistic and must be derived from the National Indicator Set.
- 4.2 Each Theme Partnership has already prepared a discussion paper that proposes the draft framework for the new LAA. Copies of the updated discussion papers are available on the Partnership Website (paper copies are available on request). Each paper identifies the key issues, outlines the response and proposes the **Improvement Targets** and **Local Priority Targets**.
- 4.3 **Appendix 1** presents the proposed Improvement Targets and Outcomes for the new LAA.
- 4.4 In addition to the 35 Improvement Targets in the LAA a number of Statutory Education and Early Years targets need to be set (these are presented in Appendix 1 under the Enjoy and Achieve outcome). The targets sets will be subject to negotiations through the National Strategies of the Department for Children, Schools and Families through an existing statutory process.
- 4.5 In terms of setting Community Safety Improvement Targets, the Safer Hartlepool Partnership has an agreed timetable and statutory responsibilities to develop a Partnership Plan by April 2008. The Safer Hartlepool Partnership will discuss the proposed Improvement Targets at their meeting on 12 December 2007 and will feed into the LAA process in early 2008 to enable the timetable to become synchronized with the development of the new LAA. Appendix 1 shows the possible Improvement Targets that will be considered and prioritised by the Safer Hartlepool Partnership for inclusion in the new LAA.
- 4.6 For a variety of reasons it has not been possible at this stage to finalise for all proposed Improvement Targets the exact targets to be set for each of the 3 years in the new LAA. One of the key issues is the use of **new** indicators in the national indicators set that need to be included in the new LAA and therefore have no baseline data. Further details of the issues around target setting are shown in the notes section accompanying the templates for each Improvement Target shown in **Appendix 2**.

- 4.7 Where indicators from the National Set are to be used and no baselines currently exist, the operational guidance states that local authorities and partners can use appropriate data sources to assess current levels of performance and GONE have indicated that interim targets based on existing surveys can be used to provide a proxy update in the first year of the new LAA. Further clarification will be sought from GONE on a case by case basis for each proposed Improvement Target this applies to.
- 4.8 Further consideration needs to be given to setting targets relating to specific groups of people or smaller geographic areas where evidence reveals inequalities that need to be addressed. The most recent guidance states that such targets can be included as Improvement Targets as well as Local Priority Targets.
- 4.9 Further work will also be required to develop a set of **Local Priority Targets** where targets are set by the Council and the Hartlepool Partnership and will be subject to local monitoring arrangements.

5.0 THE NEGOTIATION PROCESS

- 5.1 The final targets for the new LAA will result from negotiations between GONE and the local authority and its partners about the priorities for Hartlepool. Following negotiations GONE will make a recommendation to the Secretary of State to agree the LAA.
- 5.2 The exact process with GONE has yet to be confirmed. The first stage is the submission of the proposed Outcomes and Improvement Targets agreed by the Hartlepool Partnership and Cabinet. Following this submission the Head of Community Strategy will be seeking an early response and confirmation of the process for negotiations from GONE.
- 5.3 Any issues raised should be able to be resolved through negotiation dialogue involving the relevant lead officers with the Assistant Chief Executive and the Head of Community Strategy.

6.0 EARLY SIGN OFF

- 6.1 Government has established a sign off date in June 2008 for new LAAs. However Hartlepool has requested to GONE to be included in the early sign off arrangements so that the new LAA will be in place by April 2008. This was always our intention when new LAAs were announced in early 2007 and will allow better alignment of business planning for the Council and other partners.
- 6.2 A great deal of work has already been undertaken by Theme Partnership to develop the new LAA and a challenging but realistic timetable (see paragraph 9 for further details) has been set to allow a final draft of the new LAA to be prepared for March 2008, following the negotiation process in early 2008.

7.0 FINANCIAL ARRANGEMENTS

- 7.1 Within the LAA a number of funding streams have been brought together into a single 'non-ringfenced' Area Based Grant which the Partnership Board has responsibility for allocating and agreeing with Hartlepool Borough Council. In agreeing the targets for inclusion in the LAA, partners will need to consider how the delivery of these priorities will be resourced from mainstream and other resources available and how they will be able to demonstrate their contribution.
- 7.2 A separate report regarding the Commissioning Framework associated with the new LAA was brought to the Partnership in October 2007 and a further report will update the position in February 2008

8.0 REWARD FUNDING

- 8.1 The Comprehensive Spending Review announced a third round of reward grant that will relate to performance against the LAA. The details of the arrangements and amount of funding available will be outlined by Government in the coming weeks and it is hoped the arrangements will be finalised in January 2008.

9.0 NEXT STEPS

- 9.1 The proposed Outcomes and Improvement Targets for new LAA will be submitted to GONE on the 10 December (subject to the approval of the Hartlepool Partnership on the 7 December and Cabinet at this meeting).
- 9.2 Further work will be required to develop 'the story of the place' that will detail the distinctive vision and ambition of Hartlepool and the evidence base which sets out clearly why the issues identified in the LAA are our priority. The discussion papers already prepared by Theme Partnerships, the existing LAA and the current draft of the new Community Strategy provide much of the evidence required for this.
- 9.3 Negotiations on the Improvement Targets will take place in early 2008 to further develop the LAA and to allow the new agreement to be in place for April 2008. A fully worked up set of Improvement Targets and Local Priority Targets will be submitted to GONE in March 2008 subject to the approval of the Hartlepool Partnership and Cabinet for approval and ultimately sign off by the Secretary of State.
- 9.4 A progress update on the negotiations will be presented to Cabinet in early 2008.

10.0 RECOMMENDATIONS

- 10.1 Cabinet is requested to agree the proposed Outcomes and Improvement Targets for the new LAA and to delegate responsibility to the Assistant Chief Executive and the Head of Community Strategy to negotiate with relevant lead officers and Government Office on the improvement targets for the new LAA

5.2 APPENDIX 1

Hartlepool LAA 2008/11 Proposed Outcomes and Improvement Targets 7 December 2007

Jobs and the Economy

Outcome: Attract Investment

Improvement Targets		
	None	

Outcome: Be Globally Competitive

Improvement Targets		
	VAT Registration Rate	NI 171

Outcome: Create more employment opportunities for local people

Improvement Targets		
	Overall employment rate	NI 151
	Working age people on out of work benefits	NI 152
	Working age population claiming out of work benefits in the worst performing neighbourhoods	NI 153

Outcome: Achieve economic wellbeing for all children and young people ensuring that they are prepared for working life.

Improvement Targets		
	16 to 18 year olds who are not in education, training or employment (NEET)	NI 117

Life long Learning and Skills

Outcome: Enjoy and Achieve

Improvement Targets		
	Achievement of at least 78 points across the Early Years Foundation Stage with at least 6 in each of the scales in Personal Social and Emotional Development and Communication, Language and Literacy	NI 72
	Achievement of level 4 or above in both English and Maths at Key Stage 2	NI 73
	Achievement at level 5 or above in both English and Maths at Key Stage 3	NI 74
	Achievement of 5 or more A-C grades at GCSE or equivalent including English and Maths	NI 75
	Achievement at level 5 or above in Science at KS3	NI 83
	Secondary School persistent absence rate	NI 87
	Narrowing the gap between the lowest achieving 20% in the Early Years Foundation Stage Profile and the rest	NI 92
	Progression by 2 levels in English between Keystage 1 and Keystage 2	NI 93
	Progression by 2 levels in Maths between Key Stage 1 and Key Stage 2	NI 94
	Progression by 2 levels in English between Key Stage 2 and Key Stage 3	NI 95
	Progression by 2 levels in Maths between Key Stage 2 and Key Stage 3	NI 96
	Progression by 2 levels in English between Key Stage 3 and Key Stage 4	NI 97
	Progression by 2 levels in Maths between Key Stage 3 and Key Stage 4	NI 98
	Children in Care reaching level 4 in English at Key Stage 2	NI 99
	Children in Care reaching level 4 in Maths at Key Stage 2	NI 100
	Children in Care achieving 5 A – CGCSEs (or equivalent) at Key Stage 4 (including English and Maths)	NI 101

Outcome: Provision of high quality learning and skills opportunities that drive economic competitiveness, widen participation and build social justice.

Improvement Targets		
	Leamers achieving a Level 1 qualification in literacy	NI 161
	Leamers achieving an Entry Level 3 qualification in numeracy	NI 162
	Working age population qualified to at least Level 2 or higher	NI 163
	Working age population qualified to at least Level 3 or higher	NI 164

Health and Care

Outcome: Improved Health

Improvement Targets		
	All-age all cause mortality	NI 120
	16+ current smoking rate prevalence	NI 123

Outcome: Be Healthy

Improvement Targets		
	Under 18 conception rates	NI 112

Outcome: Exercise of choice and control and retention of personal dignity

Improvement Targets		
	Social Care clients receiving Self Directed Support (Direct Payments and Individualised Budgets)	NI 130

Outcome: Improved Mental Wellbeing

Improvement Targets		
	None	

Outcome: Access to Services

Improvement Targets		
	Carers receiving needs assessment or review and a specific carer's service, or advice and information	NI 135

Community Safety

Outcome: Reduced (total) crime

Improvement Targets	
	<p>The Safer Hartlepool Partnership are meeting on the 12 December 2007 to agree the Improvement Targets from the following list of possible indicators:</p> <ul style="list-style-type: none"> a) NI15 – serious violent crime rate per 1000 population. It is highly likely this NI will be currently recorded by Police and therefore a robust baseline can be established. However, this is unlikely to be a useful indicator for the partnership, due to its relevance to our activities. b) NI16 – serious acquisitive crimes per 1000 population. It is highly likely this NI will contain crime types which are currently recorded by Police and therefore a robust baseline can be established. c) NI 20 – assault with injury (actual bodily harm) crime rate per 1000 population. It is highly likely this NI will be currently recorded by Police and therefore a robust baseline can be established. d) NI 32 – repeat incidents of domestic violence. This is a specific measure based on Multi-Agency Risk Assessment Conference (MARAC). MARACs are relatively new to Hartlepool and therefore establishing a robust baseline may be difficult.

Outcome: Reduced harm caused by illegal drugs and alcohol

Improvement Targets	
	<p>The Safer Hartlepool Partnership are meeting on the 12 December 2007 to agree the Improvement Targets from the following list of possible indicators:</p> <ul style="list-style-type: none"> a) NI 38 – drugs related (class A) offending rate. This NI measures offences recorded on Police National Computer (PNC) for a cohort (group) of individuals. The rate of offending for successive cohorts is measured against the baseline cohort. This could be risky as a measure of success, should the baseline be unrepresentative. b) NI 39 – alcohol harm related hospital admission rates. This indicator aims to measure the impact of prevention interventions. It compares a rate per 100,000 population in current year to that in previous year, using Hospital Episode Statistics. This is a possibility. c) NI 40 – drug users in effective treatment. Baseline to be used is 2007/08. Data collection systems are well established, but some anomalies occur locally from time to time. Performance in 2007/08 is expected to exceed 2006/07, making further improvements more difficult to achieve. d) NI115 – substance misuse by young people. This is based on survey data from young people aged 10 and 15 years. Current questions are to be amended, therefore no baseline data will be available.

Outcome: Improved neighbourhood safety and increased public confidence, leading to reduced fear of crime and anti-social behaviour

Improvement Targets

The Safer Hartlepool Partnership are meeting on the 12 December 2007 to agree the Improvement Targets from the following list of possible indicators:

[All but one of the possible indicators, are based on the new Place Survey. Annex B to the Handbook of Definitions lists these as existing indicators, either unchanged or using existing or data return with no recalculation. If the Place survey merely replaces the 3 yearly Local Government User satisfaction survey (previously BVPI general survey), with one that has same methodology, then there is existing baseline data]

- a) NI17 – perceptions of anti-social behaviour. This appears to be same indicator as was measured in 2006/07 and 2003/04. within the national Local Government User satisfaction survey (LGUSS) (comprises 7 elements, including CS 24 & CS 25 below).
- b) NI21 – dealing with local concerns about ASB and crime by the local council and police. Similar to measure in LGUSS, but need to see definition of measure, before would consider seriously.
- c) NI22 – perceptions of parents taking responsibility for the behaviour of their children in the area. This appears to be same indicator as was first measured in the 2006/07 LGUSS, therefore baseline exists.
- d) NI23 – perceptions that people in the area treat one another with respect and consideration. This appears to be same indicator as was first measured in the 2006/07 LGUSS, therefore baseline exists.
- e) NI24 – satisfaction with the way the police and local council dealt with ASB. This is a new indicator, measuring victims satisfaction. No baseline will exist so would not propose as improvement indicator.
- f) NI33 – arson incidents. This measures the number of deliberate primary and secondary fires per 10,000 population. Robust data is available from Cleveland Fire Brigade.
- g) NI41 – perceptions of drunk or rowdy behaviour as a problem. This appears to be same indicator as was measured in 2006/07 and 2003/04 LGUSS and if so, is same as CS 25, which is an existing reward element target. Would recommend leaving this as local indicator.
- h) NI42 – perceptions of drug use or drug dealing as a problem. This appears to be same indicator as was first measured in the 2006/07 LGUSS, therefore baseline exists.

Outcome: Reduced anti-social and criminal behaviour through improved prevention and enforcement activities

Improvement Targets		
	<p>The Safer Hartlepool Partnership are meeting on the 12 December 2007 to agree the Improvement Targets from the following list of possible indicators:</p> <ul style="list-style-type: none"> a) NI 19 – rate of proven re-offending by young offenders. This is current measure for the Youth Offending Service based on a cohort of young people. The Youth Justice Board has traditionally set national target. Baseline available. b) NI 30 – re-offending rate of prolific and priority offenders. This has been measured locally, but no national guidelines have existed to standardise calculations. Would be useful local indicator. c) NI 45 – young offenders engagement in suitable education, training and employment. This is a current measure for the Young Offending Service, measured quarterly. The Youth Justice Board has traditionally set national target. Baseline available. d) NI 46 – young offenders in suitable accommodation. This is a current measure for the Young Offending Service, measured quarterly. The Youth Justice Board has traditionally set national target. Baseline available. e) NI 111 – first time entrants to the Youth Justice system aged 10–17. This is a current measure for the Young Offending Service, measured quarterly. The Youth Justice Board has traditionally set national target. Baseline available. This is a mandatory measure from the Department of Children, Schools and Families suite of indicators. 	

Outcome: Stay safe

Improvement Targets		
	None	

Environment

Outcome: Delivering sustainable communities through protecting natural resources and enhancing the local environment and the community's enjoyment of it

Improvement Targets

	None	
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Outcome: Improve the quality of the local environment by having cleaner, greener and safer public, private and community spaces, with a particular focus on reducing levels of litter and detritus

Improvement Targets

	Improved street and environmental cleanliness	NI 195
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Outcome: Provide a safe, efficient, effective and accessible transport system

Improvement Targets

	People killed or seriously injured in road traffic accidents	NI 47
	Children killed or seriously injured in road traffic accidents	NI 48

Outcome: Make better use of natural resources, reduce greenhouse gases, minimise energy use and reduce the generation of waste and maximise recycling

Improvement Targets

	Per Capita CO ₂ emissions in the LA area	NI 186
	Adapting to climate change	NI 188
	Tonnage of household waste recycled and composted	NI 192

Outcome: Creating a Fairer World

Improvement Targets

	None	
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Housing

Outcome: Balancing Housing Supply and Demand

Improvement Targets		
	Number of affordable homes constructed	NI 155

Outcome: Meeting the Decent Homes Standard

Improvement Targets		
	% decent public sector homes	NI 158

Outcome: Meeting the Housing Needs of Vulnerable People

Improvement Targets		
	Number of vulnerable people achieving independent living	NI 141
	Number of vulnerable people who are supported to maintain independent living	NI 142

Culture and Leisure

Outcome: Enrich individual lives, strengthen communities and improve places where people live through enjoyment of leisure, culture and sport

Improvement Targets		
	Adult participation in sport	NI 8
	Engagement in the arts	NI 11

Outcome: Cultural and leisure services, including libraries, better meet the needs of the community, especially disadvantaged areas

Improvement Targets		
	Visits to museums or galleries	NI 10
	Use of public libraries	NI 9

Strengthening Communities

Outcome: To empower local people to have a greater voice and influence over local decision making and the delivery of services

Improvement Targets		
	None	

Outcome: Make a positive contribution

Improvement Targets		
	Participation in regular volunteering	NI 6
	Young people's participation in positive activities	NI 110

Outcome: Improving quality of life and ensuring service providers are more responsive to neighbourhood needs with particular focus on disadvantaged areas

Improvement Targets		
	Overall/general satisfaction with local area	NI 5

Outcome: Increasing financial resources within family environments to provide improved lifestyle opportunities

Improvement Targets		
	None	

Outcome: Freedom from discrimination or harassment

Improvement Targets		
	None	



hartlepoolpartnership

Local Area Agreement 2008/11
Proposed Improvement Targets
December 2007

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1. Introduction

This report contains the proposed Improvement Targets for the new 2008-11 Local Area Agreement and the 16 Statutory Indicators for attainment and early years.

These proposals have been derived from discussion papers prepared by Theme Partnerships following a number of workshops and events held in 2007 to assist in developing the new LAA. The Discussion Papers can be viewed online at www.hartlepoolpartnership.co.uk or are available on request from the Partnership Support Team.

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Jobs and the Economy

VAT registration rate

Lead Officer: Antony Steinberg
Organisation: Hartlepool Borough Council

National Indicator Reference:
NI 171 VAT registration Rate

2006/07 (or most recent) Outturn) Year & Data Source	Targets			Longer Term Target (2020)
	2008/09	2009/10	2010/11	
Outturn 2007/08 23 (SBS November 2006)	24	25	26	36

Notes

This target has been identified as a proposed national improvement target as it is a key barometer of business start up and growth. Increasing VAT registration will also contribute towards other targets such as increasing the employment and GVA rate.

It is forecast that there will be a year on year increase of 1 new VAT registered businesses per 10,000 head of population. This will give parity with UK, with the hotspots of London and South East England extrapolated out of the figures to provide a more realistic and appropriate target.

Overall Employment rate

Lead Officer: Patrick Wilson
Organisation: Hartlepool Borough Council

National Indicator Reference:
NI 151 Overall Employment rate

2006/07 (or most recent) Outturn) Year & Data Source	Targets			Longer Term Target (2020)
	2008/09	2009/10	2010/11	
Outturn 2007/08 67% Data Source: Annual Population Survey	67.4%	TBC	TBC	TBC

Notes

This target has been chosen as it is a key indicator of economic inclusion which will have a positive impact on local labour supply and GVA participation.

Please note that the Annual Population Survey data on the employment rate is due shortly and this will need to be taken into account when reviewing targets. Further consultation is required with Jobcentre Plus as we need to ensure that the above targets are in line and compliment the DWP PSA targets (including the longer term target of reaching an 80% employment rate nationally).

Working age people on out of work benefits

Lead Officer: Patrick Wilson
 Organisation: Hartlepool Borough Council

National Indicator Reference:
 NI 152 Working age people on out of work benefits

2006/07 (or most recent) Outturn) Year & Data Source	Targets			Longer Term Target (2020)
	2008/09	2009/10	2010/11	
TBC	TBC	TBC	TBC	TBC

Notes

This target has been chosen as a key measure of economic inclusiveness and prosperity for Hartlepool residents.

Further consultation is required between DWP/JCP and Economic Development to determine robust data source and target setting in line with national, regional, sub-regional and local trends. It is anticipated that the data source will be from the DWP Information Directorate and clarification on whether JCP will provide data is to be confirmed.

Working age population claiming out of work benefits in the worst performing neighbourhoods

Lead Officer: Patrick Wilson
Organisation: Hartlepool Borough Council

National Indicator Reference: NI 153
NI 153 Working age population claiming out of work benefits in the worst performing neighbourhoods

2006/07 (or most recent) Outturn) Year & Data Source	Targets			Longer Term Target (2020)
	2008/09	2009/10	2010/11	
TBC	TBC	TBC	TBC	TBC

Notes

This target has been chosen as a key measure of economic inclusiveness and prosperity for the most under-performing neighbourhoods in Hartlepool.

Further consultation is required between DWP/JCP and Economic Development to determine robust data source and target setting in line with national, regional, sub-regional and local trends. It is anticipated that the data source will be from the DWP Information Directorate and clarification on whether JCP will provide data is to be confirmed.

16 to 18 year olds who are not in education, training or employment

Lead Officer: Mark Smith
Organisation: Children's Services

National Indicator Reference: NI 117

2006/07 (or most recent) Outturn) Year & Data Source	Targets			Longer Term Target (2020)
	2008/09	2009/10	2010/11	
8.9%	8.4%	8.0%	7.6%	<i>Insert any aspirational long term targets to 2020 – time span of the new Community Strategy.</i>

Notes

The information set out above shows the NEET target trajectory; caution is applied to the out turn as it is calculated on calendar as opposed to financial year end.

Plans are in place to reduce NEET which is supported by a clear understanding of local NEET targets and barriers facing young people in the area. Systems are in place for Connexions to monitor participation and performance; in addition joint systems are in place, which are operating effectively for tracking and supporting young people through, key points of transition.

A range of new activities have also been planned to help reduce the number of young people classified as NEET. This includes the Hartlepool Hot Project, Connect to Work, DAF funded provision, One North East funded Transition Project and Need reduction project focusing upon Enterprising activity.

Lifelong Learning and Skills

Achievement of at least 78 points across the Early Years Foundation Stage with at least 6 in each of the scales in Personal Social and Emotional Development and Communication, Language and Literacy – PSA 10

Lead Officer: John Collings

Organisation: Hartlepool Children's Services Department

National Indicator Reference: NI 72

2006/07 (or most recent) Outturn) Year & Data Source	Targets			Longer Term Target (2020)
	2008/09	2009/10	2010/11	
38.4%	See notes below	See notes below	See notes below	See notes below

Notes

The targets are still being negotiated separately with the DCSF.

Statutory target for Summer 2009 under negotiation with schools and DCSF. Deadline for agreeing target is Dec 31 2007.

Indicative target for Summer 2010 under negotiation with schools. Deadline for agreeing target is 31 Dec 2007. This target will be reviewed in Autumn 2008.

Achievement of level 4 or above in both English and Maths at Key Stage 2 (Threshold) PSA 10

Lead Officer: John Collings
 Organisation: Hartlepool Children's Services Department

National Indicator Reference: NI 73

2006/07 (or most recent) Outturn) Year & Data Source	Targets			Longer Term Target (2020)
	2008/09	2009/10	2010/11	
75.2%	See notes below	See notes below	See notes below	<i>At or above national averages</i>

Notes

Target not required for Summer 2008 (08/09)

Statutory target for Summer 2009 under negotiation with schools and DCSF. Deadline for agreeing target is Dec 31 2007.

Indicative target for Summer 2010 under negotiation with schools. Deadline for agreeing target is 31 Dec 2007. This target will be reviewed in Autumn 2008.

Achievement at level 5 or above in both English and Maths at Key Stage 3 (Threshold) PSA 10

Lead Officer: John Collings
 Organisation: Hartlepool Children's Services Department

National Indicator Reference: NI 74

2006/07 (or most recent) Outturn) Year & Data Source	Targets			Longer Term Target (2020)
	2008/09	2009/10	2010/11	
68.5%	See notes below	See notes below	See notes below	<i>At or above national averages</i>

Notes

Target not required for Summer 2008 (08/09)

Statutory target for Summer 2009 under negotiation with schools and DCSF. Deadline for agreeing target is Dec 31 2007.

Indicative target for Summer 2010 under negotiation with schools. Deadline for agreeing target is 31 Dec 2007. This target will be reviewed in Autumn 2008.

Achievement of 5 or more A-C grades at GCSE or equivalent including English and Maths (Threshold) PSA 10

Lead Officer: John Collings
 Organisation: Hartlepool Children's Services Department

National Indicator Reference: NI 75

2006/07 (or most recent) Outturn) Year & Data Source	Targets			Longer Term Target (2020)
	2008/09	2009/10	2010/11	
39%	44%	See notes below	See notes below	<i>At or above national averages</i>

Notes

Statutory target for Summer 2009 under negotiation with schools and DCSF. Deadline for agreeing target is Dec 31 2007.

Indicative target for Summer 2010 under negotiation with schools. Deadline for agreeing target is 31 Dec 2007. This target will be reviewed in Autumn 2008.

Achievement at level 5 or above in Science at KS3 – DCSF DSO

Lead Officer: John Collings
 Organisation: Hartlepool Children's Services Department

National Indicator Reference: NI 83

2006/07 (or most recent) Outturn) Year & Data Source	Targets			Longer Term Target (2020)
	2008/09	2009/10	2010/11	
69%	77%	See notes below	See notes below	<i>At or above national average</i>

Notes

Statutory target for Summer 2009 under negotiation with schools and DCSF. Deadline for agreeing target is Dec 31 2007.

Indicative target for Summer 2010 under negotiation with schools. Deadline for agreeing target is 31 Dec 2007. This target will be reviewed in Autumn 2008.

Secondary School persistent absence rate DCSF DSO

Lead Officer: John Collings
 Organisation: Hartlepool Children's Services Department

National Indicator Reference: NI 87

2006/07 (or most recent) Outturn) Year & Data Source	Targets			Longer Term Target (2020)
	2008/09	2009/10	2010/11	
No data available				

Notes

Narrowing the gap between the lowest achieving 20% in the Early Years Foundation Stage Profile and the rest PSA 11

Lead Officer: John Collings
 Organisation: Hartlepool Children's Services Department

National Indicator Reference: NI 92

2006/07 (or most recent) Outturn) Year & Data Source	Targets			Longer Term Target (2020)
	2008/09	2009/10	2010/11	
45.7%	See notes below	See notes below	See notes below	<i>At or above national averages</i>

Notes

Target not required for Summer 2008 (08/09)

Statutory target for Summer 2009 under negotiation with schools and DCSF. Deadline for agreeing target is Dec 31 2007.

Indicative target for Summer 2010 under negotiation with schools. Deadline for agreeing target is 31 Dec 2007. This target will be reviewed in Autumn 2008.

Progression by 2 levels in English between Keystage 1 and Keystage 2 – PSA 11

Lead Officer: John Collings
 Organisation: Hartlepool Children's Services Department

National Indicator Reference: NI 93

2006/07 (or most recent) Outturn) Year & Data Source	Targets			Longer Term Target (2020)
	2008/09	2009/10	2010/11	
83.6%	See notes below	See notes below	See notes below	<i>At or above national average</i>

Notes

New statutory target from Summer 2009. No target required for Summer 2008.

2009 targets currently being negotiated with schools and will be agreed with DCSF. Deadline 31 December 2007.

2010 indicative targets being negotiated with schools.

Progression by 2 levels in Maths between Key Stage 1 and Key Stage 2 PSA 11

Lead Officer: *(the Officer responsible for monitoring progress on this indicator)*

Organisation:

National Indicator Reference: NI 94

2006/07 (or most recent) Outturn) Year & Data Source	Targets			Longer Term Target (2020)
	2008/09	2009/10	2010/11	
80.7%	See notes below	See notes below	See notes below	<i>At or above national averages</i>

Notes

New statutory target from Summer 2009. No target required for Summer 2008.

2009 targets currently being negotiated with schools and will be agreed with DCSF. Deadline 31 December 2007.

2010 indicative targets being negotiated with schools.

Progression by 2 levels in English between Key Stage 2 and Key Stage 3 PSA 11

Lead Officer: John Collings
 Organisation: Hartlepool Borough Council

National Indicator Reference: NI 95

2006/07 (or most recent) Outturn) Year & Data Source	Targets			Longer Term Target (2020)
	2008/09	2009/10	2010/11	
23.9%	See notes below	See notes below	See notes below	<i>At or above national average.</i>

Notes

New statutory target from Summer 2009. No target required for Summer 2008.

2009 targets currently being negotiated with schools and will be agreed with DCSF. Deadline 31 December 2007.

2010 indicative targets being negotiated with schools.

Progression by 2 levels in Maths between Key Stage 2 and Key Stage 3 PSA 11

Lead Officer: John Collings
 Organisation: Hartlepool Children's Services Department

National Indicator Reference: NI 96

2006/07 (or most recent) Outturn) Year & Data Source	Targets			Longer Term Target (2020)
	2008/09	2009/10	2010/11	
56.7%	See notes below	See notes below	See notes below	<i>At or above national average</i>

Notes

New statutory target from Summer 2009. No target required for Summer 2008.

2009 targets currently being negotiated with schools and will be agreed with DCSF. Deadline 31 December 2007.

2010 indicative targets being negotiated with schools.

Progression by 2 levels in English between Key Stage 3 and Key Stage 4 PSA 11

Lead Officer: John Collings
 Organisation: Hartlepool Borough Council

National Indicator Reference: NI 97

2006/07 (or most recent) Outturn) Year & Data Source	Targets			Longer Term Target (2020)
	2008/09	2009/10	2010/11	
46.8%	See notes below	See notes below	See notes below	<i>At or above national average</i>

Notes

New statutory target from Summer 2009. No target required for Summer 2008.

2009 targets currently being negotiated with schools and will be agreed with DCSF. Deadline 31 December 2007.

2010 indicative targets being negotiated with schools.

Progression by 2 levels in Maths between Key Stage 3 and Key Stage 4 PSA 11

Lead Officer: John Collings
 Organisation: Hartlepool Borough Council

National Indicator Reference: NI 98

2006/07 (or most recent) Outturn) Year & Data Source	Targets			Longer Term Target (2020)
	2008/09	2009/10	2010/11	
20.2%	See notes below	See notes below	See notes below	<i>At or above national average</i>

Notes

New statutory target from Summer 2009. No target required for Summer 2008.

2009 targets currently being negotiated with schools and will be agreed with DCSF. Deadline 31 December 2007.

2010 indicative targets being negotiated with schools.

Children in Care reaching level 4 in English at Key Stage 2 PSA 11

Lead Officer: John Collings
 Organisation: Hartlepool Borough Council

National Indicator Reference: NI 99

2006/07 (or most recent) Outturn) Year & Data Source	Targets			Longer Term Target (2020)
	2008/09	2009/10	2010/11	
Summer 2007 = 33%	Current Y6 cohort 20%	Current Y5 cohort 43%	Current Y4 Cohort 25%	. <i>At or above national average</i>

Notes

These are based on calendar years not financial years.

This target has very small cohort groups. This explains the fluctuations in target setting year on year.

Children in Care reaching level 4 in Maths at Key Stage 2 PSA 11

Lead Officer: John Collings
 Organisation: Hartlepool Borough Council

National Indicator Reference: NI 100

2006/07 (or most recent) Outturn) Year & Data Source	Targets			Longer Term Target (2020)
	2008/09	2009/10	2010/11	
Summer 2007 = 50%	Current Y6 Cohort	Current Y5 Cohort	Current Y4 Cohort	.
	30%	43%	25%	<i>At or above national average</i>

Notes

These indicators are based on calendar years and not financial years.

This target has very small cohort groups. This explains the fluctuations in target setting year on year.

Children in Care achieving 5 A – C GCSE's (or equivalent) at Key Stage 4 (including English and Maths) PSA 11

Lead Officer: John Collings
Organisation: Hartlepool Borough Council

National Indicator Reference: NI 101

2006/07 (or most recent) Outturn) Year & Data Source	Targets			Longer Term Target (2020)
	2008/09	2009/10	2010/11	
Summer 2007 = 9%	Current Y11 Cohort 11%	Current Y10 Cohort 18%	Current Y9 Cohort 25%	<i>At or above the national average</i>

Notes

The children in each cohort have been individually evaluated and the results they are expected to gain are based on their current levels and last Key Stage results.

This target has very small cohort groups. This explains the fluctuations in target setting year on year.

Learners Achieving a Level 1 Qualification in literacy

Lead Officer: Lesley Monaghan
 Organisation: Learning & Skills Council

National Indicator Reference:
 NI 161

2006/07 (or most recent) Outturn) Year & Data Source	Targets			Longer Term Target (2020)
	2008/09	2009/10	2010/11	
TBC Data Source: LSC	TBC	TBC	TBC	<i>Insert any aspirational long term targets to 2020 – time span of the new Community Strategy.</i>

Notes

This set of measures relate to the PSA targets published on the 17th November 2007. Further work will need to be done to set benchmarks and targets at Borough level. The LSC will provide the data on an annual basis.
 A request has been made to the LSC to enable a report to be made to Neighbourhood Renewal Area level but at this time they are unable to confirm if this will be possible.

Learners Achieving an Entry Level 3 qualification in numeracy

Lead Officer: Lesley Monaghan
 Organisation: Learning & Skills Council

National Indicator Reference:
 NI 162

2006/07 (or most recent) Outturn) Year & Data Source	Targets			Longer Term Target (2020)
	2008/09	2009/10	2010/11	
TBC Data Source: LSC	TBC	TBC	TBC	<i>Insert any aspirational long term targets to 2020 – time span of the new Community Strategy.</i>

Notes

This set off measures relate to the PSA targets published on the 17th November 2007. Further work will need to be done to set benchmarks and targets at Borough level. The LSC will provide the data on an annual basis.
 A request has been made to the LSC to enable a report to be made to Neighbourhood Renewal Area level but at this time they are unable to confirm if this will be possible.

Working age population qualified to at least Level 2 or higher

Lead Officer: Lesley Monaghan
 Organisation: Learning & Skills Council

National Indicator Reference:
 NI 163

2006/07 (or most recent) Outturn) Year & Data Source	Targets			Longer Term Target (2020)
	2008/09	2009/10	2010/11	
Source: ONS Annual Population Survey	TBC	TBC	TBC	<i>Insert any aspirational long term targets to 2020 – time span of the new Community Strategy.</i>

Notes

This set of measures relate to the PSA targets published on the 17th November 2007. Further work will need to be done to set benchmarks and targets at Borough level. A request has been made to the LSC to enable a report to be made to Neighbourhood Renewal Area level but at this time they are unable to confirm if this will be possible.

Working age population qualified to at least Level 3 or higher

Lead Officer: Lesley Monaghan
 Organisation: Learning & Skills Council

National Indicator Reference:
 NI 164

2006/07 (or most recent) Outturn) Year & Data Source	Targets			Longer Term Target (2020)
	2008/09	2009/10	2010/11	
Source: ONS Annual Population Survey	TBC	TBC	TBC	<i>Insert any aspirational long term targets to 2020 – time span of the new Community Strategy.</i>

Notes

This set of measures relate to the PSA targets published on the 17th November 2007. Further work will need to be done to set benchmarks and targets at Borough level. A request has been made to the LSC to enable a report to be made to Neighbourhood Renewal Area level but at this time they are unable to confirm if this will be possible.

Health and Care

All Age, All Cause Mortality

Lead Officer: Peter Price

Organisation: Hartlepool PCT / Hartlepool Borough Council

National Indicator Reference: NI 120

Data Source: Office for National Statistics (population estimates), NCHOD Knowledge Base (LA mortality rates), DH-SAT analysis

2006/07 (or most recent) Outturn) Year & Data Source	Targets			Longer Term Target (2020)
	2008/09	2009/10	2010/11	
AAAC Mortality Males 2003/2005 972 per 100,000	Males 2004/2006 929	Males 2005/2007 898	Males 2006/2008 868	Males 2009/2011 783
AAAC Mortality Females 2003/2005 684 per 100,000	Females 2004/2006 648	Females 2005/2007 627	Females 2006/2008 607	Females 2009/2011 550

Notes

Mortality targets have been set in keeping with the guidance issued to achieve a narrowing of the life expectancy gap.

All age, all cause mortality is a good proxy for life expectancy and more easily understood. AAACM is closely correlated with life expectancy and has the same risk factors and 'drivers' for progress.

16+ Current Smoking Rate Prevalence

Lead Officer: Peter Price
Organisation: Hartlepool Primary Care Trust

National Indicator Reference:
NI 123

2006/07 (or most recent) Outturn) Year & Data Source	Targets			Longer Term Target (2020)
	2008/09	2009/10	2010/11	
2006/07 DoH quarterly monitoring returns 4 week quit rate – all Hartlepool 1344 Split as follows 4 week quit rate – NRF/NDC 979 Rest of town 365	4 week quit rate – all Hartlepool 800 Split as follows 4 week quit rate – NRF/NDC 500 Rest of town 300	4 week quit rate – all Hartlepool 800 Split as follows 4 week quit rate – NRF/NDC 500 Rest of town 300	4 week quit rate – all Hartlepool 700 Split as follows 4 week quit rate – NRF/NDC 430 Rest of town 270	<i>Insert any aspirational long term targets to 2020 – time span of the new Community Strategy.</i>

Notes

Comparable, comprehensive, good quality data on smoking prevalence are not currently available at local level. The intention is to develop such data for forthcoming years – potentially through an enhanced Integrated Household Survey or through GP-recorded smoking prevalence. The current Primary Care Trust (PCT) proxy indicator is the rate of self-reported 4-week smoking quitters per 100,000 population aged 16 or over. This indicator relates to clients receiving support through the NHS Stop Smoking Services. A client is counted as a self-reported 4-week quitter if they have been assessed 4 weeks after the designated quit date and declares that he/she has not smoked even a single puff on a cigarette in the past two weeks.

Although the targets above are less than the current achievement it is likely that the task of sustaining current high levels will not be possible as the remaining smokers will be the ones most difficult to reach and less likely to quit.

Under 18 Conception Rate

Lead Officer: Deborah Gibbin
Organisation: Hartlepool Primary Care Trust

National Indicator Reference: NI 112

2006/07 (or most recent) Outturn) Year & Data Source	Targets			Longer Term Target (2020)
	2008/09	2009/10	2010/11	
2005/06 under 18 conception rates rose to 78 per 1000 female population 15-17 years. <i>Office for National Statistics</i>	69.2 per 1000 female population 15-17 years. (2006)*	60.4 per 1000 female population 15-17 years (2007)*	51.6 per 1000 female population 15-17 years (2008)*	<i>Insert any aspirational long term targets to 2020 – time span of the new Community Strategy.</i>

Notes

In 2005 the under 18 conception rate for Hartlepool continued to rise to 78 per 1000 female population 15 -17 years. This has been highlighted as a cause for concern in terms of meeting the performance target firstly, in the short term of 69.2 per 1000 by 2006 and secondly, in the long term of 34 per 1000 by 2010.

The reasons for teenage pregnancies are complex and range from non use of contraception, contraception failing to pregnancies that are planned. Research conducted in 2005 demonstrated that whilst young women weren't actively trying to conceive that they weren't trying to prevent a pregnancy from happening, stating that it wouldn't be the worst thing to happen if they became pregnant. A culture of early motherhood is acceptable in Hartlepool and it appears that choosing early motherhood is a lifestyle/career 'choice'

Since the local teenage pregnancy strategy began in October 2001 much progress has been made in terms of developing contraceptive and sexual health services for young people, ensuring that all young people have access to good quality sex and relationship education in the school and non school settings and that pregnant young women and young parents are supported in order that they and their children avoid social exclusion. Further research, which is currently under development, will enhance and improve the targeting of services to address local hot spot areas and identify local risk factors.

With the above infrastructure in place it is vital that we now work towards raising young people's aspirations in order that they see that they have viable and alternative choices other than early motherhood. This is wider than the Teenage Pregnancy Strategy and cuts across the whole of the Community strategy and is the responsibility of all partners.

** The under 18 conception data from the Office for National Statistics has a 14 month time lag and relates to a calendar year.*

Social Care clients receiving Self Directed Funding Support (Direct Payments and Individual Budget)

Lead Officer: Nicola Bailey
Organisation: HBC

National Indicator Reference:
NI130, Social Care clients receiving Self Directed Support

2006/07 (or most recent) Outturn) Year & Data Source	Targets			Longer Term Target (2020)
	2008/09	2009/10	2010/11	
303.2 (204 people)	50% of all Service Users (1544)	75% of all Service Users (2317)	100% of all Service Users (3089)	100%

Notes

- From December 2007, Hartlepool is a total transformation pilot for In Control – which means all new Service Users with eligible need will be given a Resource Allocation and therefore individual budgets. Also, everyone on annual review will be given a Resource Allocation.
- Departmental target of 50% of all Service Users will be aware of their resource allocation by 2009.
- Target setting is based on the current number of Service Users (and therefore could be subject to change).
- Direct Payments will be used as a means of deploying individual budgets were the Service has made this choice.
- Basis of target is number of people helped to live at home: Physical Disabilities (C29 = 534), Learning Disabilities (C30 = 196), Mental Health (C31 = 571), and Older People (C32 = 1788) – total of all = 3889.

Carers Receiving Needs Assessment or Review and a Specific Carers Service or Advice and Information

Lead Officer: Nicola Bailey
Organisation: HBC

National Indicator Reference: (e.g. NI 106) NI135, Carers Receiving Needs Assessment or Review and a Specific Carers Service or Advice and Information

2006/07 (or most recent) Outturn) Year & Data Source	Targets			Longer Term Target (2020)
	2008/09	2009/10	2010/11	
10.97% (408/3270)	12%	12.5%	13%	TBC

Notes

Environment

Improved street and environmental cleanliness

Lead Officer: Albert Cope

Organisation: HBC

National Indicator Reference: NI 195(i)Litter, (ii) Detritus

2006/07 (or most recent) Outturn) Year & Data Source	Targets			Longer Term Target (2020)
	2008/09	2009/10	2010/11	
NI 195(i) 16.7% (2006/7)	14.5%	14%	13%	<i>Insert any aspirational long term targets to 2020 – time span of the new Community Strategy.</i>
NI 195(ii) 10.3% (2006/7)	8.5%	8%	8%	

Notes

Targets set based on previous BVPI methodology which did not require the separation of Litter and Detritus scores. The outturns are actual based on the methodology used for BVPI 199a during 2006/7

People killed or seriously injured in road traffic accidents

Lead Officer: Ian Jopling
Organisation: HBC

National Indicator Reference:
NI 47

2006/07 (or most recent) Outturn) Year & Data Source	Targets			Longer Term Target (2020)
	2008/09	2009/10	2010/11	
2006: 41	2008: 34.82	2009: 31.27	2010: 27.72	<i>Current long term target is 2010</i>

Notes

Local target based on achieving the national target of 40% reduction in the number of people killed or seriously injured from 1994-98 average to 2010.

Children killed or seriously injured in road traffic accidents

Lead Officer: Ian Jopling
Organisation: HBC

National Indicator Reference:
NI 48

2006/07 (or most recent) Outturn) Year & Data Source	Targets			Longer Term Target (2020)
	2008/09	2009/10	2010/11	
2006: 11	2008: 6.88	2009: 6.38	2010: 5.90	<i>Current long term target is 2010</i>

Notes

Local target based on achieving the national target of 50% reduction in the number of children killed or seriously injured from 1994-98 average to 2010.

Per Capita CO₂ emissions in the LA Area

Lead Officer: Caroline Gregory
Organisation: HBC

National Indicator Reference:
NI 186

2006/07 (or most recent) Outturn) Year & Data Source	Targets			Longer Term Target (2020)
	2008/09	2009/10	2010/11	
<p>Reduction in Greenhouse Gas emissions (CO₂e).</p> <p>The baseline figure agreed in the (draft) Hartlepool Climate Change Strategy and the Tees Valley Climate Change Strategy: 735,690 Tonnes CO₂e (2000).</p> <p>Latest figures available 693,364 tonnes CO₂e (2004)</p>	<p>1.25% reduction per annum</p> <p>9191 Tonnes CO₂e per annum</p>	<p>1.25% reduction per annum</p> <p>9191 Tonnes CO₂e per annum</p>	<p>1.25% reduction per annum</p> <p>9191 Tonnes CO₂e per annum</p>	<p><i>Achieve 8.75% reduction in CO₂ by 2012 (based on 2000 figures).</i></p> <p><i>Reaching this target would achieve a reduction of 27% by 2030.</i></p>

Notes

The Tees Valley Climate Change Partnership has prepared a sub-regional strategy which commits the partner organisations to the above targets.

Adapting to climate change

Lead Officer: Caroline Gregory
Organisation: Hartlepool Borough Council

National Indicator Reference:
NI 188

2006/07 (or most recent) Outturn) Year & Data Source	Targets			Longer Term Target (2020)
	2008/09	2009/10	2010/11	
Draft Hartlepool Climate Change Action Plan - 9 objectives identified to achieve.	To deliver on 9 objectives as identified in the Hartlepool Climate Change Action Plan 2008/9.	To deliver on objectives as identified in the Hartlepool Climate Change Action Plan 2009/10.	To deliver on objectives as identified in the Hartlepool Climate Change Action Plan 2010/11.	Develop a continued programme of action to adapt to climate change in Hartlepool.

Notes

The Handbook of definitions states that 4 Level need to be achieved and performance will be rated against the 4 levels of performance.

Tonnage of household waste recycled or composted

Lead Officer: Colin Ogden

National Indicator Reference:
NI 192 Household Waste Recycled (i) Household Composted (ii)

2006/07 (or most recent) Outturn) Year & Data Source	Targets			Longer Term Target (2020)
	2008/09	2009/10	2010/11	
Recycling (i) 17.03 Composting (ii) 10.67	20 13	21 14	23 17	25 25

Notes

Future targets set based on previous BVPI methodology and improvement trajectory using previous performance etc.
Government target for 2010 and 2015 for recycling and composting.

Number of Affordable Homes Constructed

Lead Officer: Mark Dutton
Organisation: Hartlepool BC

National Indicator Reference
NI 155 - Number of affordable homes delivered (gross)

2006/7 (or most recent) Outturn) Year & Data Source	Targets			Longer Term Target (2020)
	2008/09	2009/10	2010/11	
2006/7				<i>Insert any aspirational long term targets to 2020 – time span of the new Community Strategy.</i>
10 (2007 Housing Strategy Statistical Appendix)	20	75	100	2000*
2007/8				
19 (current forecast)				

Notes

*The 2007 Hartlepool Strategic Housing Market Assessment identifies a significant annual shortfall of affordable dwellings and rising levels of unmet housing needs – this aspirational target is based on achieving 200 affordable housing completions per annum over the period 2010 – 2020.

Achieving Decent Homes Standard in Social Housing

Lead Officer: Penny Garner-Carpenter
Organisation: Hartlepool BC

National Indicator Reference
NI 158 – % Decent Homes (Social Sector)

2006/7 (or most recent) Outturn) Year & Data Source	Targets			Longer Term Target (2020)
	2008/09	2009/10	2010/11	
2007 25% (current RSL Monitoring Information)	To be provided by 02/08*	To be provided by 02/08*	100	<i>Insert any aspirational long term targets to 2020 – time span of the new Community Strategy.</i>

Notes

* Dialogue is currently ongoing with the RSL sector to establish appropriate monitoring arrangements that fit with the new LAA framework

Number of People Achieving Independent Living

Lead Officer: Pam Twells
Organisation: Hartlepool Borough Council

National Indicator Reference: NI 141

2006/07 (or most recent) Outturn) Year & Data Source	Targets			Longer Term Target (2020)
	2008/09	2009/10	2010/11	
Number of People accessing supported housing through SP funding is 2037	2053 there are two accommodation based schemes currently in development to provide a further 16 units of accommodation	2063 should be achieved by improved throughput of short term accommodation based services	2073	2083
Number of people moving on from supported housing in a planned way - 60%	61%	62%	63%	70%

The 2037 people currently accessing supported housing through SP funding represents 48% of the total SP budget. In order to improve throughput, a multi agency vulnerable persons move-on panel has been established. A project coordinator has been appointed who will work with all partners to identify blockages and work in partnership to identify solutions

Number of people who are supported to maintain independent Living

Lead Officer: Pam Twells
Organisation: Hartlepool Borough Council

National Indicator Reference: NI 142

2006/07 (or most recent) Outturn) Year & Data Source	Targets			Longer Term Target (2020)
	2008/09	2009/10	2010/11	
Increase the number of people who receive floating support services outturn for 2007 is 412	482	487	492	500
Increase the number of people who receive adaptations target for 2007 is 767	800	805	810	825
Increase the number of people who receive low level repairs/maintenance – handyperson services – target for 2007 is 2480	2490	2500	2510	2600

identify solutions

There are various time limited short term funding projects starting in 2007/08 which will increase the capacity to deliver floating support services. Increased funding for handypersons services will enable more adaptations and low level repairs to be delivered.

Culture and Leisure

Adult participation in sport

Lead Officer: Pat Usher

Organisation: Hartlepool Borough Council

National Indicator Reference:

NI 8

2006/07 (or most recent) Outturn) Year & Data Source	Targets			Longer Term Target (2020)
	2008/09	2009/10	2010/11	
18.8 % (2005/06)	19.8%	20.8%	21.8%	25%

Notes

The baseline position results from the newly produced Sport England Active people survey 2005/6. The subsequent annual surveys commence Oct 07 – Oct 08, therefore the 08/09 results are expected by Jan 09 to complete the target results within timetable.

Hartlepool is currently 14th in the National Top 10% Index of multiple deprivation – within which we are achieving participation rates above nearest neighbour comparators e.g. Wear valley 32nd IMD scoring 17.9%, Gateshead 26th IMD scoring 17.7%, Easington 8th IMD and Sedgefield 55th IMD both scoring 16.8%

Engagement in the Arts

Lead Officer: (*Stephen Cashman*)

Organisation: Hartlepool Borough Council

National Indicator Reference: NI 11

2006/07 (or most recent) Outturn) Year & Data Source	Targets			Longer Term Target (2020)
	2008/09	2009/10	2010/11	
New indicator	Not yet determined	Not yet determined	Not yet determined	<i>An increasing year on year % increase in engagement would demonstrate good practice. *</i>

This new improvement target for the Arts has not been included in previous BVPI data sets.

Unable to set targets at this stage as baseline/methodology has not yet been determined in the national indicator set. However it will be set on the results of survey which seek to determine the % of the 16+ adult population that have engaged in the arts at least three times in the last 12 months.

The annual survey will require accurate prompting of a specific set of qualifying activities and events which have been produced by the Arts Council.

* Annual or Biennial survey tbd.

Visits to Museums & Galleries

Lead Officer: David Worthington
 Organisation: Hartlepool Borough Council

National Indicator Reference: NI 10

2006/07 (or most recent) Outturn) Year & Data Source	Targets			Longer Term Target (2020)
	2008/09	2009/10	2010/11	
New indicator/	Not yet determined	Not yet determined	Not yet determined	An increasing year on year % increase would demonstrate improved performance *

The new improvement target is a change from the existing 'physical' or 'usages' data collection from existing Accredited Museums (i.e. Museum of Hartlepool and the Hartlepool Art Gallery) expressed as per 1000 population.

Unable to set targets at this stage as baseline/methodology has not yet been determined in the national indicator set. However it will be set on the numbers of 16+ Adults who have visited a museum or gallery in their local area at least once in the last 12 months.

NOTE – The survey will need to be consistent and predetermine if this only relates to Accredited Museums (identified by prompt) or a wider range of local heritage venues. This will mean the difference between :-

Existing - **Museum of Hartlepool incl PS Wingfield Castle and the Hartlepool Art Gallery**

Potential additional - **Hartlepool Maritime Experience, HMS Trincomalee, St Hilda's Church Visitor centre, Heugh Gun Battery. ?**

* Annual or biennial survey - tbd

Use of Public Libraries

Lead Officer: Graham Jarritt
Organisation: Hartlepool Borough Council

National Indicator Reference: NI 9

2006/07 (or most recent) Outturn) Year & Data Source	Targets			Longer Term Target (2020)
	2008/09	2009/10	2010/11	
New Indicator	Not yet determined	Not yet determined	Not yet determined	An increase year on year % increase would demonstrate improved performance *

This new improvement target for Libraries has not been included in previous BVPI data sets

Unable to set targets at this stage as baseline/methodology has not yet been determined in the national indicator set. However it will be set on the results of survey which seek to determine the % of the 16+ adult population that say they have used their public library service during the last 12 months

The definition of use is clarified in the Stronger & Safer Communities Handbook of Definitions Annexe C1

The annual survey will require accurate prompting of a specific range of Library Services to secure accurate response outcomes.

* Annual or Biennial survey to be determined

Strengthening Communities

Participation in regular volunteering

Lead Officer: Keith Bayley

Organisation: Hartlepool Voluntary Development Agency (HVDA)

National Indicator Reference: NI6 – Collection is proposed through the Place Survey, defined as taking part in formal volunteering at least once a month in the 12 months before the interview.

2006/07 (or most recent) Outturn) Year & Data Source	Targets			Longer Term Target (2020)
	2008/09	2009/10	2010/11	
14% (2006 Ipsos Mori Household Survey)	15%	15.5%	16%	20%

Notes

A similar question has already been asked in previous Household Surveys (Ipsos Mori 2006 & 2004, MRUK 2002) and this questionnaire will be repeated (subject to funding) in 2008 and 2010. Targets have been set based on these surveys, however without a baseline from the new Place Survey this may present difficulties as the methodologies of the survey will differ and direct comparisons will not be able to be made and targets may need to be revised.

Historical Data

	2002	2004	2006
Hartlepool	9%	13%	14%

Young People's Participation in Positive Activities

Lead Officer: Peter Davies/Mark Smith

Organisation: Children's Services

National Indicator Reference: NI 110

2006/07 (or most recent) Outturn) Year & Data Source	Targets			Longer Term Target (2020)
	2008/09	2009/10	2010/11	
		Targets to be determined		<i>Insert any aspirational long term targets to 2020 – time span of the new Community Strategy.</i>

Notes

"The green paper *Youth Matters* made clear that taking part in sports, constructive activities in clubs, groups or classes and volunteering during the teenage years has a positive impact on outcomes in later life. It also set out the government's ambition that all young people should be able to access the opportunities contained within new national standards for positive activities", Publicising Positive Activities.

Since the publication of *Youth Matters: Next Steps* and the *Education and Inspections Act 2006*, there is now a duty on Local Authorities relating to the availability of a range and the promotion of positive activities: LA's are expected to:

- Map the current provision of positive activities across their borough's,
- Take account of young people's views on activities and facilities currently available to them, as well as any new ones they would like to see in the area,
- Publicise up-to-date information in various formats to young people,
- Promote and increase the number of young people participating in positive activities.

In order to achieve the above an initial piece of work will be to collect baseline data to support the monitoring (i.e. number of young people involved in positive activities) and continued development of work in relation to positive activities.

Proportion of people satisfied with their local area as a place to live

Lead Officer: TBC

Organisation: Hartlepool Borough Council

National Indicator Reference:

NI5 Overall/general satisfaction with local area – collection is proposed through the Place Survey.

2006/07 (or most recent) Outturn) Year & Data Source	Targets			Longer Term Target (2020)
	2008/09	2009/10	2010/11	
83% (2006 Ipsos Mori Household Survey)	E.g. 83%	Not set as Mori survey is taken bi annually	E.g. 84%	E.g. 86%.

Notes

A similar question has already been asked in previous Household Surveys (Ipsos Mori 2006 & 2004, MRUK 2002) and this questionnaire will be repeated in 2008 and 2010 (subject to funding). Targets have been set based on these surveys, however without a baseline from the new Place Survey this may present difficulties as the methodologies of the survey will differ and direct comparisons will not be able to be made and targets may need to be revised when we have a baseline established in the new Places Survey and how this compares with the previous best value general survey.

Historical Data

Mori Survey:

	2002*	2004	2006
Hartlepool	78%	83%	83%

*MRUK Survey

Best Value General Survey:

	2003	2006
Hartlepool	67%	66%

CABINET REPORT

10th December 2007



Report of: Director of Regeneration and Planning Services

Subject: CHOICE BASED LETTINGS

SUMMARY

1. PURPOSE OF REPORT

To agree the Council's approach to choice based letting and involvement or other wise in the Tees Valley sub-regional choice based lettings system. This report provides background information on Choice Based Lettings a modern transparent method of letting rented property. It updates progress with the development of the sub-regional scheme within the Tees Valley and provides an appraisal of the options available to Hartlepool. This matter has been considered by a working party and a summary of its consideration and recommendations is included in the report. The report seeks consideration of the options for the implementation of a sub-regional scheme and to confirm whether the Council will implement Choice Based Lettings in Hartlepool through the sub regional scheme.

2. SUMMARY OF CONTENTS

This report provides background information on Choice Based Lettings a modern more transparent method of letting rented property. It updates progress with the development of the sub-regional scheme within the Tees Valley and provides an appraisal of the options available to Hartlepool. This matter has been considered by a member working party and a summary of its consideration and recommendations is included in the report.

3. RELEVANCE TO CABINET

This new approach to letting rented property primarily in the social rented sector is very important to meeting the housing needs of the residents of the town in so far as practicable within the existing housing stock.

4. TYPE OF DECISION

Key (test ii applies)

5. DECISION MAKING ROUTE

Cabinet decision 10th December 2007

6. DECISION(S) REQUIRED

Cabinet is recommended to:

- a) Approve the implementation of Choice Based Lettings in Hartlepool as part of the Tees Valley Scheme subject to the matters raised at the end of section 6E.
- b) Request the preparation of a further report on the joint allocation policy document to be presented to Members following the conclusion of extensive public consultation
- c) Request that work be undertaken with Housing Hartlepool to develop appropriate joint local arrangements and refocus staff resources to ensure the smooth implementation of Choice Based Lettings throughout Hartlepool and subject to the outcome of the budget review the establishment of a housing options centre.

Report of: Director of Regeneration and Planning Services

Subject: CHOICE BASED LETTINGS

1. PURPOSE OF REPORT

- 1.1 To agree the Council's approach to choice based letting and involvement or other wise in the Tees Valley sub-regional choice based lettings system. This report provides background information on Choice Based Lettings a modern transparent method of letting rented property. It updates progress with the development of the sub-regional scheme within the Tees Valley and provides an appraisal of the options available to Hartlepool. This matter has been considered by a working party and a summary of its consideration and recommendations is included in the report. The report seeks consideration of the options for the implementation of a sub-regional scheme and to confirm whether the Council will implement Choice Based Lettings in Hartlepool through the sub regional scheme.
- 1.2 Choice Based Lettings (CBL) is the term used to describe a new approach to the allocation of social rented housing, replacing traditional systems. Available properties are advertised with a wide range of potential relevant information about the dwelling, its features, external and internal views, financial data and neighbourhood facilities which can help potential tenants to assess the suitability of properties to their needs and preferences. Applicants are more proactively involved than in traditional systems and are more empowered and can bid fro the dwellings they would like to within a range of true matches to their needs.
- 1.3 In the areas where CBL has already been introduced local housing authorities have observed that the perception of the housing allocation service has measurably improved. Most of the people on the housing waiting list, local politicians, and council members, describe CBL as fairer and more transparent than traditional points based bureaucratic allocations system.
- 1.4 CBL schemes normally allow internet viewing and bidding (often available in several languages) and permit interested parties to see exactly what properties are available, what bids they have made, and feedback on their position in a ranked list. Access to the bidding system can be provided in a variety of forms including paper based applications and through a range of agencies and voluntary groups trained to assist. Support is provided to help those who want assistance and there is potential for mobile visits by staff to applicants. A centrally located accessible housing options centre is a recommended way of providing maximum accessibility to residents in the community. Applicants discover quickly whether their bid has been successful with feed back. This process allows authorities to collect detailed information

about housing demand and allocations, enabling them to adapt allocations policies and housing strategies to respond to specific needs. More tailored assistance can also be offered to applicants in need who are not bidding.

2. AIMS AND DESIRED OUTCOMES

- 2.1 The aim of introducing a sub-regional CBL Scheme is to provide greater transparency and choice to applicants especially for rented housing and to help ease localised problems of high or low demand. This would enable potential tenants to take a proactive part in selecting their preferred dwelling, seeing the available properties and having direct feedback from the process. Successful bids have been shown to be more sustainable and effectively the system provides opportunities taken for granted by residents of owner occupied dwellings.
- 2.2 It would also allow partners to share costs and enable Registered Social Landlords (RSLs) to reduce expenses associated with involvement in several different schemes.
- 2.3 The desired outcome for the Tees Valley Sub-Regional CBL scheme is to assist with the provision of a transparent housing lettings system, easily understood and accessible to all, which covers all tenures and provides true choice. In addition, it would include increased cross-boundary mobility, regardless of tenure; provision of real options for residents, including access to accredited private and social rented housing; ensuring a more effective use of housing stock; and the creation of mixed and sustainable communities.

3. BACKGROUND INFORMATION

- 3.1 CBL was first introduced by the Government in the 2002 Housing Act and is outlined in the former Office of the Deputy Prime Minister five-year plan, Sustainable Communities: Homes for All. A CBL scheme allows people to apply for social housing vacancies, which are advertised through various mediums, rather than waiting for an organisation to identify their need and preference through a waiting list. The Government has set a target for all local authorities to have CBL systems by 2010.
- 3.2 The Government's policy objective is for CBL schemes to develop on a regional or sub-regional basis, involving partnerships of local authorities, RSLs and, where possible, selected private sector landlords in order to achieve the greatest choice and flexibility in meeting housing need. Advantages of larger cross-authority schemes are as follows:
 - a) the provision of a larger pool of available housing, giving people more choice and helping to ease localised problems of high demand;
 - b) breaking down artificial boundaries and recognising existing housing and labour markets;

- c) offering greater mobility;
 - d) reducing the complexities and costs associated with RSLs being involved in a number of different schemes; and,
 - e) partners are able to share the costs associated in developing CBL schemes.
- 3.3 The Tees Valley Sub-Regional CBL partnership was established in January 2006 following confirmation from Communities and Local Government (CLG) of a successful bid for £105,000 to explore the possibility of developing a sub-regional CBL scheme. The partnership is made up of all the Tees Valley local authorities including Hartlepool, together with their stock transfer or arms-length housing providers.
- 3.4 Representation has also been established from the traditional Registered Social Landlords (RSLs) operating within the sub-region. Tees Valley Housing Group, a local RSL, is currently undertaking this role on behalf of all RSLs in the sub-region.
- 3.5 A feasibility study, which considers the issues in developing a sub-regional scheme, was completed on behalf of the Partnership in November 2006, and a copy of this study is attached as Appendix 1. A proportion of the study focused on the outcomes from Erimus Housing's CBL scheme in Middlesbrough called "Home Choice", as this is the only CBL scheme currently operational within the sub-region. This was based upon the experience of other CBL schemes notably Bradford and has learnt and evolved from experience over the last two years. The findings from the study indicate that there are a wide range of inter-related potential benefits from a sub-regional CBL scheme namely:
- a) substantial cost savings associated with joint procurement;
 - b) strengthening joint working with a group of local authorities and housing providers;
 - c) providing opportunities for people to move from one local authority boundary to another; and,
 - d) more efficient management of the allocations and lettings process.
- 3.6 Only HBC and Housing Hartlepool have yet to obtain formal approval to commit to the partnership and implement the sub regional CBL scheme. All other partners have already gained formal approval and are progressing with implementation. After extensive consideration in parallel with the work undertaken within the Council, officers of Housing Hartlepool have recently indicated that they will be recommending approval from their Board to join the Tees Valley CBL scheme. A formal decision is expected on 4th December 2007.
- 3.7 Hartlepool Council has modernised its allocations policy with the establishment of a joint policy with Housing Hartlepool in 2006. The Council joined the Tees Valley CBL Partnership in January 2006. The Council's Housing Strategy states as an action point that the Council will "implement a choice based lettings scheme in partnership with RSLs. This notes that "the Council and

Housing Hartlepool are participating in ...a sub-regional CBL scheme which was bidden successfully for ODPM grant” and that a housing options centre was being explored (2006)

4. JOINT LETTINGS POLICY AND HOUSING REGISTER

- 4.1 In Hartlepool a new joint allocations policy was developed and adopted by the Council as the local housing authority and by Housing Hartlepool the main provider of social rented housing with about 7000 or 70% of the supply in the town. The Government advocates the development of a common housing register and common lettings policies as they are regarded as providing simpler and fairer access to housing than other systems. The original bid to the CLG outlined the intention of the partnership to develop a common housing policy and common housing register.
- 4.2 The proposed policy framework for the Tees Valley common lettings policy will comply with Part 6 of the Housing Act 1996 and the Statutory Code of Guidance: Allocation of Accommodation, issued to local authorities in November 2002. The policy framework includes a method for determining which categories of applicants will be prioritised within the scheme in accordance with the reasonable preference groups as set out in section 167(2) of the 1996 Housing Act. The draft policy framework sets out the bands of need into which applicants will be assessed and the rules of operation of the scheme. This has been checked for legality given the considerable prescription by national legislation and regulation and also in terms of diversity and equality etc. A full copy of the draft which will be subject to twelve weeks public consultation from December onwards is attached at appendix 2, a summary of this and a ‘Frequently Asked Questions’ document is also included at appendix 3 .
- 4.3 The common allocation policy can however provide for local lettings policies that may exist within individual local authority boundaries. These policies will be clearly set out within the scheme and will be evidence based to ensure transparency.
- 4.4 The development of a common housing register is significantly cheaper than developing individual registers; this is due to the requirement for only one software solution and cost savings due to a single brand and application form. Significantly however, in operational terms all the partners have considered the structure through which the scheme should be operated. The consensus is that each organisation operating the housing register including Hartlepool Borough Council and Housing Hartlepool should retain responsibility for the operation of the front and back office functions. This means that each partner will maintain the responsibility for the following:
 - a) managing applications received at their offices;
 - b) registering applications onto the scheme;
 - c) matching qualifying applicants to their own vacant stock in line with the overarching sub-regional policy.

- 4.5 In Hartlepool, the Local Authority's strategic housing role includes a statutory requirement to manage a housing register, although the direct management of housing stock ceased in 2004. The Council entered into a service level agreement with Housing Hartlepool, at the time of stock transfer, to undertake this function on behalf of the Council. This function is currently undertaken for a relatively small fee in the context of the joint allocations policy.
- 4.6 A further report will be presented to Members, following the conclusion of extensive consultation arrangements, for approval of a joint Tees Valley lettings policy and joint housing register.

5. THE COSTS AND BENEFITS OF CBL

- 5.1 As reported in the Audit Commission Public Sector National Report May 2006 "Choosing Well" Analysing the Cost and Benefits of Choice in Local Public Services – CBL offer a range of costs and benefits over the traditional lettings approach.
- Despite initial IT set up costs, value for money will be achieved by sharing the overall costs amongst the partner agencies and using the NHC to procure the software.
 - Advertising costs will be kept to a minimum by learning from the early experience of the Erimus Scheme who found that the cost of advertising in the local press is not necessary.
 - Whilst some organisations have found a significant increase in applicants registering when moving to a CBL scheme resulting in additional staffing costs there are opportunities to also make savings. Tenancies should be more sustainable and turnover reduced meaning increased rental income.
 - After the initial implementation phase, customer satisfaction levels should increase.
 - CBL schemes provide greater transparency and encourage people to be more realistic in appraising their opportunities for re-housing. Previously less popular properties tend to be selected by prospective tenants.
 - The cost of staff training, updating policies and procedures and producing customer information can be shared.

6. MEMBERS WORKING PARTY

- 6.1 The introduction of Choice Based Lettings in Hartlepool building upon the joint allocation policy will shape how the future provision of housing services is

delivered in Hartlepool. Presentations have been offered to political groups and two presentations and discussions have been undertaken. Recognising the importance of the new approach and the need for effective and thorough member engagement the Portfolio Holder for Neighbourhoods and Communities liaised with the Chair of the Scrutiny Coordinating Committee and it was agreed that a joint scrutiny and executive member working party should be established to fully consider all the implications for Hartlepool, and to assist in forming the recommendations put forward to Cabinet in this report.

- 6.2 Councillor Peter Jackson Neighbourhoods and Communities portfolio holder, Councillor Marjorie James Chair of the Scrutiny Coordinating Committee, Councillor Jane Shaw, Councillor Shaun Cook Chair of the Regeneration and Planning Scrutiny Forum, Councillor Michelle Plant and Councillor Edna Wright formed the working party and undertook the following tasks through a series of meetings including on Saturday mornings. The working party was also attended by senior officers from Housing Hartlepool and supported by officers from the Council. This enabled very flexible examination of issues and extensive discussions. The main tasks included the following;

A) Government Expectations & Review of Research

a) The policy of the government towards CBL and associated targets to introduce CBL in all local authorities by 2010 and DCLG wish to see CBL schemes developing on a regional and sub-regional basis (DCLG May 2006) was discussed and clarified (See para. 3.1 & 3.2 above). The targets form part of the Audit Commissions Key lines of Enquiry (KLOE) and are also a key part of the Housing Corporations expectations of RSLs were considered.

b) The feasibility study into Tees Valley CBL and the report to the then portfolio holder in April 2007 was also considered. Consideration and discussion of guidance and research into the performance of existing CBL schemes provided by both government and independent bodies such as the Joseph Rowntree Foundation, Shelter, and various Universities which has been summarised into the content of this report. It was noted that in Harborough research indicated that “customers like choice, even though this was very constrained” (2003) In response to the revised Code of Guidance Shelter have had some concerns about support for vulnerable people and openness to those most in need but have concluded that the code “has gone a long way to addressing concern” and that “we strongly support the development of regional and sub-regional CBL schemes” (2005).

B) Visit to Homechoice

a) A visit was made to Homechoice with four tenant and applicant representatives. ‘Homechoice’ is the brand name for the established CBL scheme in Middlesbrough operated by Erimus Housing Association. At the heart of this scheme estate agent style offices have been established to deliver a comprehensive housing options

service alongside CBL. These offices are situated in central Middlesbrough, near the main shopping precinct for high visibility and accessibility.

b) At the visit staff from Erimus provided a demonstration of the Homechoice website, giving an overview of how customers bid for properties, how properties are advertised and how additional advice, information and assistance is provided for vulnerable groups. The staff were also on hand to answer any concerns or questions raised and advised that although the number of applicants on the Housing Register had increased since the introduction of CBL their monthly survey of customers is reporting consistently high satisfaction levels. A range of questions were posed to the Homechoice staff which appeared to be all answered satisfactorily.

c) Members and tenants representatives saw how suitable properties were flagged up by the system relevant to the needs of the applicant (true matches) It was clarified that homeless applicants were given increased choice through CBL as they could make their bid against all available properties suitable to their needs rather than one offer being made to them as determined by the Housing Officer. The Common Allocation Policy allows for a direct management let to be made should homeless applicants not be successful in their bids at the end of an eight week period.

d) Members and tenant representatives were particularly impressed by the amount and quality of information provided on dwellings available to be let including information about the size and amenities of the dwelling, photographs of exteriors and interiors and financial budgeting information and neighbourhood facilities.

e) Members and tenants representatives were advised by the sub-regional coordinator how within the legislative framework it was possible to build a "local connection" weighting in the allocations policy.

f) Members and tenants representatives discussed the banding scheme and appeared impressed by the simplicity of the system in terms of the banding system and web based system the opportunity for involvement and control provided to applicants. It was clarified that the bidding rounds were weekly and 4 bids were possible in each round.

g) Members and tenants representatives were impressed by the enthusiasm of the staff at the Homechoice centre and their support for the system.

h) Members and tenants representatives were advised that the level of satisfaction by tenants in Middlesbrough was very high. Over 80% of tenants consider services very good or excellent

i) Members and tenants representatives were advised of the increasing involvement of RSLs across Middlesbrough in the scheme and also of accredited landlords.

j) Members and tenants representatives were impressed with the level of feedback from the CBL system which enables applicants to see how they stood in terms of ranking.

k) Assurances were provided of proactive approaches to supporting residents who needed help to engage the system and the ability of the CBL system to provide valuable feedback on need and demand and also on groups or individuals who were in need but not bidding. The case of the elderly and work with age concern was discussed.

l) Members and tenants representatives recognised the simplicity of the banding system of needs against the traditional points system and the confidence and trusts and transparency this provided.

m) Members and tenants representatives were advised that an accessible central base property shop base with display windows for Choice Based Lettings is essential but this does not necessarily need to include a wide range of services as developed at Homechoice. It was recognised by members the location of the property shop is key to successful implementation and has got to be highly visible and easily accessible by all, ideally in the shopping centre in the middle of the town.

n) The involvement of accredited private landlords and the incentive for others to improve to join the scheme was explained. Members stressed the importance of an agreed 'code of conduct' for all participating landlords advertising through CBL and effective monitoring to be in place to help drive up standards and improve service delivery.

o) The Homechoice officers were asked if there were any disadvantages with Homechoice. Members and tenants representatives were advised by the manager of Homechoice that the only disadvantage was the amount of paper initially produced but that has now been reduced. It was recognised that the system has been made more effective by learning what the best mediums for advertising were and also how frequently to have bidding rounds etc

p) Tenant representatives made a number of comments including the following: *"very good"; "sold 100%"; "why not provided earlier"; "good driven by customer ...and can see where you are"; "so easy"; "I've been hear two and a half hours and I haven't seen any negatives yet"; "bidding is easier to understand"; "good system I think ..."; "why not done twenty years ago" "should have been done years ago".*

q) The manager of Homechoice saw the systems main benefits as “ customer focus...quicker....fairer puts everyone on an equal footing...very transparent ...relet times are reduced...”

Overall feedback from the visit was very positive and in particular the tenant and applicant representatives expressed the view that they would welcome the introduction of CBL in Hartlepool.

C) Member Seminar

- a) A member seminar was held on 30th October 2007 to provide an update on the government's targets for CBL and an overview of the research and guidance.
- b) Guest speakers from CLG and Shelter were invited in order to provide a balanced perspective and a presentation from Andy Powell, Director of Housing at Housing Hartlepool, advised members that officers of Housing Hartlepool would now following careful consideration and the views of their tenants be recommending joining the sub regional CBL scheme to their Board.
- c) Andy Powell explained that Housing Hartlepool had previously indicated that they would follow the Council's lead on this issue but increasing pressure from the Housing Corporation along with the significant identified benefits of the approach, the importance of engagement in the sub-regional and regional agenda and the positive views of their tenants have lead officers to come to a firm view. They have decided to recommend to their board that Housing Hartlepool should join the Tees Valley sub regional CBL scheme as the only viable option.
- d) Some Members fed back from the visit to Homechoice and the apparent strong support for CBL from Members and tenant representatives on that visit was acknowledged.
- e) The method of banding and assessing needs was discussed and the greater simplicity and transparency of the banding system was recognised. The data order of priority within individual needs bands was discussed and assurances were made that this was based on the date of the registration of need.
- f) The separation of the affordable housing needs issue and CBL was discussed and recognised.
- g) The possibility of out-migration being increased by CBL was discussed and it was suggested that Hartlepool is a self contained housing market with strong community ties and that population trends were stabilising or increasing. However members also recognised the need to have active dialogue with neighbouring schemes and stressed the importance of developing a relationship

with the Durham sub regional scheme that is currently being developed.

- h) The potential to introduce much more active pro-active housing support a service was recognised as per the benefits service and in particular their success in engaging with vulnerable groups and home visits.
- i) The potential for using new technology such as PDAs etc in providing a pro-active service was emphasised by members.
- j) The need for a central location for choice based letting office was supported.
- k) The need to support vulnerable groups was emphasised.
- l) Most questions appeared to be answered satisfactorily and at the end of the event in summary discussions remaining Members indicated their support for the idea of choice based lettings as an inevitable development.

D) General Discussions

- a. The importance of the joint allocations policy was noted.
- b. Assurances were sought on the need to ensure effective local connection weighting is given to residents of Hartlepool to avoid inequitable or unduly increased flows of people seeking tenancies into the town. It was agreed that effective “local connection” weighting should be built into the joint allocation policy document for CBL and the continued local operation of the allocations process and associated back office functions was welcomed.
- c. It was also recognised that currently the Hartlepool waiting list by law is open to applicants from anywhere based upon need but Housing Hartlepool officers have confirmed that such applicants form only a very small percentage of applicants and these usually have ties with the town.
- d. It was recognised that the potential for mutual exchanges could be potentially promoted and increased alongside CBL
- e. The opportunity to extend choice based lettings in the future to include parts of Durham which tend to look to Hartlepool was something members wished to preserve and this was seen as potentially possible given the common ICT systems proposed to be adopted in Durham and Tees Valley. This is something that needs to be raised with the Partnership.

- f. Members recognised the significant advantages in adopting the learning exercise that Erimus has effectively piloted and learnt from in Middlesbrough such as reducing the bidding cycle to one week,
- g. Members wished assurances that unsuitable tenants would not use the CBL system to access housing in the town. The treatment of poorly behaved tenants in the proposed joint allocation policy document was considered and members were assured by the proposed processes of vetting tenants, background checks and obtaining references and excluding tenants where appropriate within the legal framework. The possibility of rewarding good tenants was also noted and supported.
- h. Assurances were sought that the inclusion of private landlords in the scheme would be on an accredited basis and with clear information to applicants on the relative security of tenancy and costs involved. It was considered that landlords may be encouraged to provide more reasonable rents and should be charged for their inclusion in the scheme though this has been on a nominal basis elsewhere so far. Equally it was suggested that RSLs should be charged or contribute to the scheme.
- i. Assurances were sought that the performance and outcomes of the CBL system would be regularly monitored to ensure that it is working satisfactorily and that flows of tenants are not unbalanced or disproportionate and that local preference arrangements are working effectively and vulnerable groups are effectively engaged and supported and tenants' satisfaction is high. A review and break clause should be built into any formal agreement with the Tees Valley partners.
- j. If agreed members were keen to be kept involved with the process of implementation and suggested a sub regional Members group should be suggested to include the relevant portfolio holder and scrutiny member from each authority, and receive regular reports from the officer steering group.
- k. Some members felt that as far as practicable a Housing Options Centre should be established in one go with a full range of appropriate services.
- l. The Members suggested that there should be, if practicable, a local brand for each local authority area nested within a wider Tees Valley brand name.
- m. There was a strong feeling that the Windsor would be an ideal location for a 'housing options centre' and that this should be investigated.
- n. The agreement between the partners should be considered by Members before it is endorsed.

- o) Timescales and other information needs to be communicated. It was suggested that a regular newsletter be produced. It was also suggested that a regular newsletter be produced to keep members fully up to date with the process and to continue with relevant monitoring information that can be provided by CBL.

E) Consideration of the Way Forward

Overall and on balance following feedback by Members and taking account of Housing Hartlepool's position, the Working Party indicated that they would recommend to Cabinet that Hartlepool should implement choice based lettings as part of the Tees Valley Scheme subject to

- a) The outcome of the public consultation exercise on the Tees Valley joint allocation policy document and agreement by the Tees Valley Partnership to any amendments arising from that.***
- b) A strong and effective local connection weighting in the joint allocations policy***
- c) Effective operation of tenant vetting procedures***
- d) Accessible and proactive support to vulnerable groups and individuals to take part in the system and monitoring of non activity by those in need***
- e) Close and detailed monitoring of the schemes progress and regular reporting on this to the relevant portfolio holder and scrutiny Members.***
- f) Rapid and timely adjustment to the factors in the joint allocations scheme scheme if necessary***
- g) Regular review of progress and operation of the scheme***
- h) A pro-active dialogue with the developing Durham sub – regional CBL Scheme.***
- i) The agreement between the partners being considered by the Portfolio Holder following discussions with the working party.***

7. CONSULTATION JOINT ALLOCATION POLICY DOCUMENT

- 7.1 In many respects the CBL system is an administrative system to allocate properties which will operate according to the rules established in the joint allocation policy document. A joint officer steering group has been established to progress the development of the joint allocation policy document and a 12-week consultation period has been timetabled to commence by late November or early December 2007 in order to ensure that current housing applicants and key stakeholders have the opportunity to comment on the proposed allocations policy.
- 7.2 Should Hartlepool not have gained formal approval to join the sub regional scheme by the start of the consultation period any publicity and information

across the Tees Valley will clearly indicate that Hartlepool's participation will be subject to this approval. If approval is given the full 12 week consultation will still be afforded to Hartlepool residents and stakeholders and their views included together with the feedback from the rest of the sub-region. Any changes arising from this consultation will then need to be agreed by the partners.

8. OPTIONS APPRAISAL

8.1 When considering the preferred option it is recognised that both this Council and Housing Hartlepool need in practical terms to agree to the same option to ensure that the future lettings policy operates effectively in the town.

8.2 **Option 1 – Do nothing.** This would result in the Council continuing with its current housing allocations policy and joint housing register with Housing Hartlepool. In this scenario the Council would fail to meet the Government's target if it did not implement some form of CBL scheme by 2010 and would be potentially subject to poor ratings in future comprehensive area assessment or housing audits of the Council as the local housing authority. It is likely that the wider Tees Valley relationships would also be damaged if the Council decided to opt out of the Sub-Regional CBL Partnership and that Hartlepool would be marginalised in terms of the regional and sub-regional agenda and resources.

Option 2 – Develop a localised CBL scheme. This would have the advantages of local control and policy development, and would still meet the Government's basic CBL target by 2010. However, a localised scheme would contradict current Government guidance, restrict mobility for housing applicants and would be significantly more expensive to implement. Again, it is likely that the wider Tees Valley relationships would be damaged if the Council decided to opt out of the Sub-Regional CBL Partnership and that Hartlepool would be marginalised in terms of the regional and sub-regional agenda and resources. As Housing Hartlepool have already indicated that they will not recommend supporting this option the Council would be left to develop a local scheme on our own which would create two local CBL schemes and become very confusing for residents and potential applicants. The Council would also potentially be subject to poorer ratings in future comprehensive area assessment or housing audits of the Council as the Local Housing Authority. Additionally, much greater costs would be incurred as the Council would in this scenario have to take back the operation of the Housing Register with all the associated staffing and IT costs and the sole operation of a housing options centre costs.

8.3 **Option 3 – Implement the Tees Valley Sub-Regional CBL scheme.** This is the recommended option. This is also the option to be recommended to Housing Hartlepool's Board. Support for this recommendation will;

- enable this Council to continue to be a partner in the Tees Valley Sub-Regional CBL Scheme and therefore meet the requirement of the

government to have CBL in place by 2010 and its objective for sub-regional and regional schemes.

- deliver significant benefits as opposed to a localised scheme, due to both economies of scale and cost sharing with partners and the subsidy provided by the CLG grant funding together with the learning and effective piloting undertaken by Middlesbrough..
- enable wider Tees Valley relationship to be maintained and, potentially, strengthened.
- enhance partnership working at a sub-regional level and help develop further efficiencies, access to additional resources and improvements to service provision
- assist mobility across the sub-region helping applicants to take up employment, education or to move nearer to family on welfare grounds
- enable the Borough Council to retain 'Excellent' status when inspected by the Audit Commission as one of their KLOE's for an 'Excellent' authority is participation in CBL and in particular a regional or sub-regional scheme
- enable more accurate and consistent assessment of housing needs and demand within the borough and across the sub-region.

9. TIMESCALE FOR IMPLEMENTATION

- 9.1 It has been envisaged that subject to approval by all partners to implement the Tees Valley CBL scheme, the scheme will be operational by "summer" 2008. It is anticipated that this timescale may need to be reviewed.

10. RESOURCES

- 10.1 In Year one, each of the nine partners committed £5,000 (£45,000 in total) towards the £105,000 CLG grant funding to explore the benefits of developing a sub regional scheme. To date this funding has contributed to the Project Co-ordinator's salary and expenses, administration, consultation and training and development of the Scheme.
- 10.2 In future years it is envisaged that Housing Hartlepool will contribute to a joint housing options facility and jointly second staff to the new facility and contribute to the choice based letting costs. From the Council's perspective in terms of implementation of the scheme, provision of £27000 in the current budget will cover estimated ICT ongoing costs and other operating costs. In terms of staff refocusing, it is anticipated that existing staff within the Council's Housing Advice Team and Housing Hartlepool would be refocused on supporting CBL applicants within existing respective staff budgets. In addition a budget pressure of £75,000 is included in the current budget review for the establishment of a housing options centre which has been supported by the Regeneration and Planning Scrutiny Forum and would effectively enable the development of the choice based lettings approach. This is still subject to approval.

11. RECOMMENDATIONS

11.1 Cabinet is recommended to:

- a) Approve the implementation of Choice Based Lettings in Hartlepool as part of the Tees Valley Scheme subject to the matters raised in section 6E.
- b) Request the preparation of a further report on the joint allocation policy document to be presented to Members following the conclusion of extensive public consultation
- c) Request that work be undertaken with Housing Hartlepool to develop appropriate joint local arrangements and refocus staff resources to ensure the smooth implementation of Choice Based Lettings throughout Hartlepool and subject to the outcome of the budget review the establishment of a housing options centre.

List of background documents

‘Allocation of Accommodation: Choice Based Lettings’, CLG Consultation Paper, January 2007.

‘Monitoring the Longer-Term Impact of Choice Based Lettings’, CLG Research Study, October 2006.

Sustainable Communities: Homes for All – A Strategy for Choice Based Lettings ODPM.

‘How to Choose Choice: Lessons from the first year of the ODPM’s CBL Pilot schemes, ODPM.

‘Implementing and Developing Choice-Based Lettings: A Guide to key issues, ODPM

‘Ends and Means: The Future Roles in Social Housing in England’, John Hills.

‘A Question of Choice: Good Practice and Issues in Choice Based Lettings’, Shelter.

Shelter’s response to the CBL Code of Guidance April 2007.

Appendix 1

Tees Valley Sub Regional Choice Based Lettings Scheme

Feasibility Study

November 2006

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SUB REGIONAL CHOICE BASED LETTINGSFEASABILITY STUDY

INTRODUCTION

The sub regional CBL partnership was convened following the announcement by the former ODPM that the Tees Valley sub region had been successful in achieving Round 1 funding for the development of a sub regional CBL scheme.

The purpose of the Regional Fund is to support social landlords who are keen to work together to create sub regional and / or regional CBL schemes.

The bid submission made by the Tees Valley CBL partnership specifies: *“the main objectives of the scheme are to market available properties; to provide a transparent housing allocations system that is easily understood and accessible to all, which covers all tenure and provides true choice. The scheme will allocate properties irrespective of tenure, in low and no demand areas, targeting new client groups as well as potential new customers. It is proposed to explore the concept of a common suspension policy and common allocations policy ensuring social inclusion and equality. This will be reinforced by engaging with the BME community within the sub-region and developing markets that meet all the needs of the community. This will be achieved by expanding the option of low cost homeownership as well as marketing and regulating the private sector leading to a sustainable sub region.”*

The Government believes that, if people are to make the right choice about their housing, they must be given information and advice about all the housing options available to them, not just the properties that are available through CBL. A housing options approach is likely to involve:

- Promoting a wide range of housing options (e.g. shared ownership, low cost owner occupation, the private rented sector and mobility schemes)
- Making more and better information available about other related housing services e.g. care and repair/staying put initiatives and adaptation services
- One-stop shop and advice centres
- Marketing properties and neighbourhoods in low demand areas including targeting new groups of potential customers

By 2005 more than a quarter of English local authority landlords had adopted CBL; two thirds of remaining councils had firm plans to move to CBL. A number of these CBL schemes involve local authority landlords working in partnership with Housing Associations.

PURPOSE OF THE STUDY

The purpose of this study is to provide the sub regional CBL partnership with meaningful information, about the benefits of CBL including the longer term impact based on key findings from research commissioned by the DCLG. The partnership in turn will evaluate the project's potential for success in considering the options available, to enable decisions to be made on whether to give full support to the development of a sub regional CBL scheme.

INFORMATION

The sub regional CBL partnership is made up of Middlesbrough Council (lead partner), Stockton Council, Redcar & Cleveland Council, Hartlepool Council, Darlington Council, Erimus Housing, Tristar Homes, Coast & Country Housing and Housing Hartlepool. A steering group made up of representatives from each of these organisations meets on a regular basis to consider the strategic objectives and to drive the agenda forward. The steering group is convened and chaired by a representative from the leading local authority – Middlesbrough Council (Gill Corbett). The traditional

RSL's are represented at this group, to ensure their views and recommendations are reflected in the sub regional CBL agenda.

Out of the 5 local authorities represented on the partnership, 3 of the authorities have undergone Large Scale Voluntary Transfer (LSVT) - Middlesbrough, Redcar & Cleveland and Hartlepool. In addition, 1 authority has set up an Arms Length Management Organisation (ALMO) - Stockton and 1 authority has retained its housing stock - Darlington. With the exception of Darlington, the housing allocation function and management of the housing register is carried out by the ALMO and LSVT organisations.

The sub regional CBL co-ordinator (and author of this document) Julia Kett, was appointed in April 2006 to explore the opportunities of implementing a sub regional CBL scheme across the Tees Valley. This study is based upon the key findings from Erimus Housing's CBL scheme, together with findings from other key documents and from my investigations into the options available for the successful implementation of the Tees Valley scheme. It will be the responsibility of the partners for deciding the preferred options based upon the findings, detailed in the remainder of this document.

I have evaluated the outcomes of Erimus Housing's CBL scheme and the key findings are reported in this document.

KEY FINDINGS – Erimus Housing's Homechoice CBL scheme

Erimus Housing is the only organisation operating CBL within the Tees Valley at the present time. The scheme was first launched in November 2005 following the opening of Homechoice, Erimus Housing's bespoke 'one stop shop'. The aim of Homechoice is to be the main point of contact for customers seeking affordable housing, irrespective of tenure. Erimus Housing is contracted to deliver the allocation function on behalf of Middlesbrough Council through the Homechoice CBL scheme.

The outputs from Erimus Housing's Homechoice CBL scheme are provided in this study, to enable the partners to consider the cost implications and impact on performance for their individual organisations. It should be noted that the Homechoice scheme has been operational for the past 11 months and is presently under review in line with the Service Level Agreement with Middlesbrough Council. Erimus Housing has identified key areas for improvement, based upon their own evaluation of the scheme and recommendations made by its key partners, stakeholders and service users, following a consistent period of consultation. These improvements are outlined further in this document.

Erimus Housing previously operated a points based allocations system, inherited from Middlesbrough Council, prior to the introduction of CBL. This system for allocating available properties meant that points were awarded to applicants on the Housing Register to reflect their degree of housing need, this in turn often led to points chasing. This system was out of date, bureaucratic and did not provide customers with enough support in exercising their right to choose where they wanted to live. It also did not provide the transparency that CBL schemes offer, in that customers did not know what properties were available for letting, nor were they notified of lettings outcomes. This in turn led to suspicions about the process for allocating properties, as complaints from customers consistently increased. Whilst Homechoice did initially see a rise in customer complaints in the early days of CBL, these have dropped dramatically as customers have familiarised themselves with the transparent process for allocating properties under the new scheme. Although Erimus Housing did not previously measure customer satisfaction for allocations under the points based scheme, satisfaction surveys were introduced to Homechoice in the first couple of months of operation of the scheme. At this time, Homechoice received a 16% return of the total number of surveys sent out and out of these returns 77% of customers rated the scheme as either good or excellent, with the majority stating the advice they received easy to understand. This figure has increased consistently and the latest information produced in October 2006 shows that customer satisfaction levels have increased further to 86%.

A further survey has been carried out with 500 customers registered on the scheme, but not using it. At the time this survey was carried out, it was identified that 4,500 customers were not actively bidding on the system. Homechoice received a 10% return, which demonstrated that although some customers had not bid on the system because a suitable property had not been advertised in an area of their choice, the majority of returns concluded that customers had not bid on the system because they did not understand how it worked, 50% of these customers were over the age of 60 years. The

CBL Manager has engaged with Age Concern to identify elderly groups meeting in the area, to enable her to target them and arrange training sessions in the operation of the Homechoice scheme. In addition, separate training sessions have been arranged at Homechoice for customers who are having difficulty accessing the scheme. These customers have also been invited to attend the service user improvement group.

Setting up the Homechoice CBL scheme

The CBL project group was first convened in 2004 under MBC in the months prior to the transfer of its stock to Erimus Housing. This small group was initially made up of a range of officers working in housing management, allocations, ICT housing options and homelessness & housing need. During this period, officers visited a number of the pilot organisations operating CBL to learn from good practice in order to make the Middlesbrough scheme cost effective and efficient as it could, with the limited budget available. In addition, several demonstrations were arranged with ICT providers, with experience of CBL. A period of consultation also took place with council members, staff, stakeholders and customers in order to raise awareness of the proposed scheme and to seek their views and recommendations. With the impending stock transfer taking place, the project was deferred for several months until Erimus Housing became viable. The project team was re-established in January 2005, following stock transfer and the project continued to develop until it was fully implemented in November 2005. The initial project team later became the Homechoice CBL team. The team composition is detailed below. The partners should be mindful that the roles of the Manager and Senior Officer have temporarily changed as they are managing both the CBL and homeless and housing needs & advice teams, pending a best value review of the allocations service.

Homechoice Lettings/Homeless & Housing Needs Manager
 Senior letting/Homeless & Housing Needs Officer
 4 x full-time CBL officers
 1 x full-time specialist CBL officer

Comino Connect (now Civica) was chosen as the preferred partner to provide the bespoke web based CBL system for Erimus Housing. The initial set up costs for providing the ICT solution amounted to £20K and the running costs for hosting the site with the provider amounts to £5K per annum. The ICT solution has been tweaked in the past 11 months, with added functionality at a cost of approximately £8K.

Having carried out research into the cost of purchasing a single CBL solution, I can confirm that the average cost for purchasing an off-the-shelf, basic single CBL web based solution is approximately £20K, together with running costs for hosting the site at approximately £5K. The partners should be mindful that the initial pilot CBL schemes, which have been running since 2001, received former ODPM funding in excess of the average cost to set up a basic CBL scheme. On this basis, the pilot schemes invested heavily in ICT, which provided them with the best web based solutions on the market at that time.

Whilst the Homechoice web based system allows the scheme to run adequately, there are some issues for the partners to consider. Comino Connect hosts the Homechoice CBL website, however the development of the site was sub-contracted to a provider of web based housing systems. Although this provider has experience of developing CBL solutions, he is literally a 'one man band' meaning that system support can be unreliable as he is often difficult to contact and at times fails to deliver on requests in given deadlines. Whilst the system is functional and provides the team with adequate information in terms of matching suitable properties to customers in housing need, it should be noted that it is basic in comparison to other web based solutions on the market today and that it does not interface with the current housing management system i.e. saffron. The reporting tools are inadequate in terms of the information required to complete Key Performance and Local Performance Indicators and because of this; an additional piece of software has had to be purchased i.e. Crystal Reports. The manager of the lettings team has been trained over a 2 day period in how to write the necessary reports to abstract the information from the web based system, to enable the necessary performance information to be completed. This can be a very time consuming process and not one which I would recommend in the development of a sub regional CBL web based system.

A fundamental part of the development stage was agreeing the allocations policy and providing a framework from which the website would operate. The partners should be mindful that the policy should be agreed at the earliest possible stage, as whilst the ICT provider can provide an off-the-shelf solution, it is the policy that will dictate how the scheme will work. The project group visited Bradford in early 2004 as it was recommended as a site of good practice and the lettings team had won awards for its innovation in CBL. The team also discovered during this visit that Comino Connect had provided the ICT solution and that Bradford's experience of working with them was very good. On this basis, Erimus Housing's allocations policy was framed to reflect Bradford's, with some minor changes made to reflect local circumstances.

The experience of developing the CBL scheme was extremely challenging to the officers involved with the project as the concept of CBL was still very new and the team had to stretch their interpersonal skills in terms of exploring new areas of work, previously unknown to them i.e. they gained a vast amount of experience in developing their ICT and marketing skills through research and they had to quickly learn the context of legislation and statutory guidance relating to housing law and allocations, to ensure that the policy was robust enough to stand up to challenge. The team also had to devise and provide intensive training programmes to members of staff across the organisation and to outside statutory and voluntary organisations. The team adapted further skills in liaising with the media and printing companies to ensure that the production of literature and advertising material was of good quality and that the process ran smoothly. The partners should note that staff involved with the development and implementation of the sub regional scheme, will be given the opportunity to develop their skills further due to the diverse areas of work involved with the scheme, however they should also be mindful that there will also be major changes to current working practices. I should also add that these skills and expertise are currently harnessed within the Homechoice lettings team, as most of the officers were involved in the development stages and successful implementation of the Homechoice scheme.

The initial costs to set up the Homechoice scheme amounted to approximately £22K. This included the design and printing of literature, including application forms, welcome folders, bidding coupons, summary of the scheme, posters, window plates, window advert templates, stationery and postage. This amount does not account for staffing costs, IT, heating, workstations etc...

Like the majority of CBL schemes, the Homechoice scheme operates a banding system. This means that applicants are placed into one of four bands (1 – 4) according to their housing need. Band 1 represents applicants losing their home as a result of demolition and regeneration, Band 2 represents applicants in the reasonable preference categories i.e. statutory homeless, severe overcrowding, severe medical etc... Band 3 represents applicants who are not in urgent need of rehousing and Band 4 represents owner occupiers and / or applicants living outside of the Middlesbrough LA boundary who are not in urgent housing need. Applicants registered on the scheme are invited to 'bid' (express an interest) in the available properties advertised on the cycle every fortnight. The advertising cycle opens at 9.00am on a Thursday morning and closes at midnight the following Wednesday. Verification checks are carried out on a shortlist of successful applicants bidding against the properties advertised. Accompanied viewings are arranged and offers are made during the 7 days after which the cycle has closed. Applicants in Band 1 and 2 can bid on a maximum of 4 properties and applicants in Bands 3 and 4 can bid on a maximum of 3 properties per cycle. The majority of Erimus Housing's properties are advertised on the scheme, together with 50% of true voids managed by other RSL's. In addition, the scheme has provided for the advertisement of low cost shared ownership schemes on behalf of other RSL's working in partnership with developers. The average number of bids for each property advertised has increased significantly over time, particularly in areas of medium to high demand. In areas of high demand, the scheme has seen in excess of 250 bids placed on a property. In less popular areas, demand has improved as applicants can see they have a better chance of being offered a property in these areas, due to the transparency of the system i.e. when applicants bid for available properties, they can see the number of bids placed and their position, indicating their chances of receiving an offer. Some applicants choose to bid on properties in areas that they may not have considered previously, as they can see from the transparency of the system that they have a better chance of receiving an offer in those areas, than in areas where there is a high proportion of bids placed. On average, the Homechoice scheme advertises 50 properties per week. Approximately 12% of properties advertised on the cycle are owned and managed by other RSL's with whom the Company has nomination arrangements. To date 1,326 properties have been advertised on the CBL scheme (including Erimus and other RSL properties) and there have been in

excess of 1,090 lettings. At the time of writing this report, the CBL team was preparing to receive property details from the first private landlord interested in using the scheme to advertise properties. The Homechoice scheme also includes a link to Homebuy, whereby applicants can access information about low cost home ownership schemes in the region, increasing the housing options available to customers.

Erimus Housing in consultation with its partners has identified that further improvements can be made to the scheme, to improve performance – specifically relet times, void rent loss and refusal rates. There are plans to reduce the advertising cycle from fortnightly to weekly in the next couple of months. There will also be the added benefit of adding properties mid cycle, as and when they become available. In reducing the cycle, it is anticipated that this will lead to a positive impact on performance as properties waiting to be advertised will no longer be 'held' waiting for the next advertising cycle to open. The changes to the advertising cycle will be implemented in the New Year, once the process has been mapped, in consultation with staff, service users and key partners.

A further area for improvement to the scheme will be the introduction of multiple viewings on difficult to let properties or in areas of low demand. It is anticipated that where accompanied viewings are carried out at allocated time-slots with a short-list of the top 5 qualifying applicants in order of their ranking, the likelihood is that at least one of them will accept the property on the day. The formal offer will then be sent to the applicant that accepts the property, therefore reducing the number of refusals and administration involved in generating offer letters and processing refusals. There will also be a positive impact on officer time in attending accompanied viewings as they will no longer have to arrange alternative dates and times where offers are consistently refused. Whilst the number of refusals is consistently dropping, Erimus Housing is still reporting on a refusal rate of 42%. It is anticipated that refusal rates will improve, once this new process is introduced.

At the time of writing this report, Erimus Housing had not seen any significant improvement in overall relet times, however the partners should note from the DCLG housing study on CBL schemes that have been operating for a significant period of time, that relet times have been shown to have improved, particularly where those organisations had previously reported poor performance. The partners should also note that whilst CBL plays an important role in void performance, there are other cross-cutting areas, which may delay the process i.e. inspections, repairs, cleansing etc... I should add that Erimus Housing has carried out a process improvement exercise, to identify the bottleneck and to put measures in place to streamline the procedures for turning round void properties. These measures include the recent recruitment of a dedicated void team, which works with the other cross-cutting service areas to ensure that voids are turned around in the minimum time-frame.

Whilst the DCLG study demonstrates that properties let under CBL are proving to be more sustainable, measured by the number of tenancies sustained for a period of 12 months or more, Erimus Housing has not yet measured this performance indicator as the scheme has been in operation for less than 12 months at the time of writing this report. However this important piece of information will be measured in the future so that there is an indication as to whether CBL contributes to sustainable communities.

Although the outputs on performance from Erimus Housing's CBL scheme can provide more local information about the impact of CBL, partners must be mindful that the scheme is not yet 12 months old and that some changes need to be made in terms of streamlining processes to make it more efficient. Some of these changes will be from immediate effect, other areas that impact on the budget or which require approval due policy change, will be included in the formal review of the service to be completed early next year. The housing study commissioned by the DCLG provides much more detailed information into the impact on performance from a wider perspective, particularly as many of the case studies have been in operation for a period of 5 years or more. I would recommend that the partners give this study full consideration in determining the longer term impact of CBL.

I should add that the CBL team is meeting all targets associated with local performance indicators i.e. time taken to; register applications, preparation of property adverts, verification checks, viewing arrangements etc.... The team is meeting 100% on all of these targets.

At the point of launching the Homechoice scheme in November 2005, a total of 5,453 applicants were registered on the scheme. Twelve months later this figure has increased to 11,964 applicants.

Membership of the scheme has increased dramatically due to the innovative marketing techniques applied to CBL i.e. website, property shop, etc... However partners should also consider the impact of rising inflation and property prices on the demand for social housing. The Homechoice scheme is able to demonstrate where there is high, medium and low demand for the various property types in different locations. This information is of particular importance to the regeneration teams employed by Erimus Housing and Middlesbrough Council, in considering the local housing markets and the future building of affordable housing. The introduction of a sub regional scheme will enable the partnership to provide more meaningful information, which will inform regeneration, housing and homeless strategies across the sub region.

A key area to consider for the partnership in developing a sub regional scheme is ensuring that service users and stakeholders are involved during the development stages. A resident involvement group was convened during the development stages of the Homechoice scheme to 'test' the system and feedback recommendations from their experience of testing it. Their comments were considered and included in the development stages of the IT system. Once the system was developed and the policy documents finalised, an intensive training programme commenced with staff from within the organisation and to outside statutory and voluntary organisations e.g. Middlesbrough Council – social services/mental health teams, prison & probation services, primary health trusts – drug/alcohol services, CAB, etc.... As a result of the collaborative working arrangements in place, service improvement groups have been set up, to include representation from the traditional RSL's, other stakeholders and service users to ensure that their valued feedback is considered in the future development of CBL. In addition, the CBL team regularly sends out satisfaction surveys to stakeholders and service users. I would recommend that the partnership works collaboratively with the key partners, including other RSL's, stakeholders and service user in developing the sub regional scheme.

The scheme's popularity has had an impact on the workload within Homechoice. When the advertising cycle opens, workload increases as the lettings team support customers during the bidding process. The telephone lines are extremely busy at this time and the reception area is usually full with customers registering applications on the scheme, to enable them to bid on the properties advertised. When the advertising cycle closes down, the lettings team is busy carrying out verification and eligibility checks on applicants to ensure they meet the criteria against the properties advertised, prior to arranging viewing appointments and sending out offer letters. They are also busy at this time in preparing property adverts for the next advertising cycle in the given deadlines and so the workload is often overwhelming. It is anticipated that with the introduction of the weekly cycle, the workflow arrangements will improve with time as properties are added to the system in a consistent manner and as customers get used to the idea of the weekly advertising cycle, so that they do not turn up in droves at the office every fortnight.

It is apparent from the results of the satisfaction surveys carried out with service users and key stakeholders that the CBL team has the necessary skills and expertise to deal sensitively and efficiently with the diverse range of customers accessing the service, even during times of extreme pressures.

The CBL team is seated in close proximity to the homeless, housing needs & advice team, enabling a streamlined holistic approach to housing advice and homeless services. The CBL scheme has had a positive impact on the reduction of homeless applications in Middlesbrough, as officers are working from a prevention angle and therefore eliminating the need to take applications, as customers are directed to the scheme as an alternative means of accessing housing. This collaborative approach in joint working arrangements has been a contributory factor in the homeless, housing needs and advice team receiving the Regional Champions Award for tackling homelessness, which is sponsored by the DCLG.

The CBL team is also located in proximity to Erimus Housing's Disable Person's Housing Service (DPHS) within the Homechoice building. This means that applications received from customers registering on the CBL scheme, with specific housing needs i.e. customers who need rehousing due to urgent medical, mental and / or physical disability needs are automatically diverted to the DPHS for assessment by the Assessment Liaison Officers and where necessary, a referral made to the occupational therapist.

The joined up services from within Homechoice mean that customers applying to join the CBL scheme are provided with an effective and holistic approach in assessment of their housing need.

CONSIDERING THE OPTIONS

There are several options to consider in the development of the sub regional CBL I have listed some key items for consideration below.

- Are all partners committed to signing up to a formal partnership agreement? If not, the reasons must be established in order to establish what implications this will have for the remaining partner's e.g. increased costs for setting up and running the sub regional scheme.
- The structure for operating the sub regional scheme e.g. through a lead authority/organisation, a partnership board or by through joining an existing CBL partnership (ELLC, LOCATA, Home Connections)
- A common allocations policy / common register / suspension policy or individual policies for each organisation?
- Choosing the ICT provider for the web based solution / hosting of the site

The main issue for partners to consider at this stage is whether it is feasible to sign up to the sub regional scheme. There are many factors to consider in giving this commitment. Having consulted with partners individually and through discussions at the steering group meetings, the main areas for concern are the costs involved with setting up and running the scheme, together with the impact on performance, given the government's stance on making efficiency savings.

Whilst the partners can consider the findings from Erimus Housing's CBL scheme at a local level, I would recommend that the key findings from recent research commissioned by the DCLG is one of the main sources of information to be considered by the partners. I have previously issued the partners with a copy of this document. This important piece of research is based on studies carried out with CBL schemes, which have been in operation long enough to provide conclusive evidence about the longer term impacts. I have bullet pointed some of the key findings below, however the study must be evaluated in its full context in order to understand the potential impact for the Tees Valley scheme: -

- In general, applicants prefer CBL to the traditional approach
- Most lettings go to those applicants with high needs
- Demand has risen, including demand for less popular neighbourhoods
- BME lets have increased – more dispersed rather than concentrated patterns of lettings
- A need to develop more measures to ensure potentially disadvantaged groups are safeguarded – more work with voluntary groups required
- Statutory homeless households have improved housing prospects – more likely to be rehoused in high demand areas than pre-CBL
- Improvements in performance / cost effectiveness
- Improvements in tenancy sustainment measured by tenancies lasting 12 months or more following lettings under CBL
- Improvements in relet times – though 'already efficient' landlords are unlikely to see any improvements
- Decline in refusal rates
- CBL costs more to administer, though mainly attributable to set up costs, which can be offset by savings accrued from improved housing management performance

Partnership commitment to the sub regional scheme

I would remind the partners that the sub regional CBL funding has been provided by the DCLG to explore the options, with a positive view to implementing a sub region scheme in 2008. Whilst each local authority has member approval to explore the benefits of CBL for the sub region, full support still needs to be approved by the appropriate member system, based upon the options and recommendations from this feasibility study. We have now reached a point where approval needs to be obtained, in order to progress the project further, with the full commitment of the partnership. I

should inform the partners that there is a possibility that some of the DCLG funding may be recovered if any of the partners' pull-out of the scheme and this should be noted when considering whether or not to commit to the project. The CBL advisor at the DCLG has also advised me that there could be implications from Government Office North East if some organisations withdraw from the scheme.

In addition to their contribution to the steering group meetings, each of the partner organisations has been instructed to carry out consultation with council members, boards, staff, residents and key stakeholders in order to raise awareness of the sub regional CBL agenda. Stockton and Darlington have been pro-active in arranging training days at Homechoice for scrutiny panel members and residents to enable them to see how a CBL scheme works in practice. These sessions have been very positive and informative as they have given the visitors an insight into the different processes involved with CBL and how they work in practice. It also gives them a greater understanding into how the sub regional scheme could work. Redcar & Cleveland / Coast & Country have been pro-active in consulting with their key stakeholders and residents in raising awareness of the sub regional CBL agenda. I am also aware that Hartlepool has been consulting with relevant partners.

At the time of writing this report, my observations from discussions with partners are that Stockton and Darlington are keen to join a sub regional scheme and that whilst Redcar & Cleveland and Coast & Country Housing are interested in the progression of the sub regional agenda; there are significant concerns about how their performance will be affected, particularly as Coast & Country Housing is an 'already efficient' landlord in terms of void performance i.e. relet times, lower void rates and minimising void rent loss. Whilst the impact on void performance is a concern shared by all of the partners, these concerns must be balanced against the benefits of introducing a sub regional CBL scheme in line with the government's agenda. Whilst Hartlepool initially indicated they wanted to be involved with a Tees Valley sub regional scheme, my understanding is that other options are being explored in terms of the benefits of a single CBL scheme.

Structure for operating the scheme

One of the key areas for decision making is which organisation will take responsibility for operating the scheme, assuming the partners receive full support from executive member to progress the project.

The partners first need to consider the options available. The scheme can be operated by one single partner using a central lettings team on behalf of the sub region, whereby each of the partners will have access to the back office functions to enable them to load property adverts onto the system, however advertising, matching applicants to suitable properties, verification checks on successful applicants etc....would be carried out from one central lettings team.

Another option to consider is that each of the partner organisations would share common back office functions, which involves shared/common ICT but each partner operates their own front office approach and all of the available properties across the sub region are advertised within each of the partner local authority areas.

A further option is a single back office administrative system, but with each partner operating its own policies and procedures.

The partners need to consider the expertise and skills of their own staff in deciding which approach to take, not to mention the costs involved. They also need to consider the structures and the impact on their individual organisations if lettings staff are displaced, in the event that it is decided a single organisation will deliver sub regional CBL via a central lettings team.

It will be for the partnership to decide on which option to choose, based upon the options available.

Common allocations policy / common housing register / suspension policy

The partners should be aware that under section 7, points 18 and 19, the bid submission, states that partners have indicated they are willing to explore a common housing register. In addition *"it is the*

intention that through the development of the sub regional scheme, that a common allocations policy will be introduced. However, included within this, there may be local lettings policies based on sub regional themes.”

Agreeing a common allocations policy within the sub region is possibly seen by the partners as a key area of development in terms of coming to a common consensus and agreeing local priorities. The partners need to be mindful that an overarching policy should be achievable, given that housing legislation, statutory and regulatory guidance dictates how the policy should be framed. I have been advised by the DCLG that the revised Code of Guidance on Allocations, should be published early next year. However the partners should be mindful that it still has not materialised, since it was first promised following the introduction of the Homeless Act in 2002! With this in mind, the partners should not delay in scoping the development of a common allocations policy, including the policy for excluding / suspending applicants from the sub regional scheme.

I have recently attended a conference workshop, facilitated by top barristers specialising in housing law and allocations. I should make partners aware that the number of challenges facing local authorities on their allocations scheme has increased since the introduction of CBL in this country. The partners working on the policies must therefore have regard to housing legislation and the statutory guidance in agreeing a common allocations policy, in the absence of the DCLG's revised Code of Guidance, to ensure it stands up to legal challenge. The partners also need to be mindful that whichever approach is taken, they must comply with Part 6 of the 1996 Act when participating in sub regional schemes with other local authorities and RSL's e.g. each of the partners must ensure they continue to have a published allocation scheme and to allocate accommodation in accordance with it.

The CBL advisor at the DCLG is advocating the development of a common allocations policy and common housing register, as from a customer perspective it makes the scheme easier to access and understand. The government is keen to see the development of common allocations policies and common housing registers.

I should also indicate in this part of the report that Redcar & Cleveland and Coast & Country Housing have recently spent a significant period of time in reviewing and consulting on their allocations policy, which has been changed to provide more choice to customers, through a banding system based upon housing need. Whilst they have not introduced CBL in its entirety, in terms of advertising through a web based solution etc., their policy does contain elements of a CBL system in the form of banding applicants according to their housing need. Coast & Country Housing has raised concerns about the possibility of having to change their policy again, so soon after introducing their new policy following a significant period of consultation and at this stage, may have reservations in changing it again. I am aware that Hartlepool is in the process of revising their allocation policy.

ICT solution

This is a fundamental part of the development of the sub regional CBL scheme, as partners need to give full consideration to the options, including the set up costs, running costs and functionality. I have made contact with an independent ICT consultancy firm with regard to the different CBL solutions on the market. I have been advised that the partnership should stick with the main providers of CBL solutions as they have the expertise, knowledge and a considerable track record of developing a diverse range of CBL solutions, which have been tailored to meet the requirements of the customer. I have also been advised that the housing management system providers are of a different class to the dedicated CBL suppliers, who offer more functionality, better hosting and more experience of sub regional working.

The partners have been asked to provide me with details of their ICT requirements, following consultation with staff, key stakeholders and service user groups. Each of the partners has completed a pro forma, which details how they would like the web site to look and feel, including the functionality of the site. This detailed information has been collated and sent to some of the leading ICT providers to evaluate and provide ballpark estimates for the partnership to consider. The estimates have been based on the number of partners involved with the scheme and the identified system requirements. I should stress to partners, that the ballpark figures provided are only estimates

at this stage, as a formal procurement exercise would have to be undertaken in order to establish a more detailed and accurate costing for a sub regional CBL web based solution.

Each of the partners has been sent copies of the estimates provided by the ICT companies. Erimus Housing's IT manager has appraised the figures, to establish the average cost for the sub regional scheme. We can gauge from the information received that the average cost of purchasing a web based solution for the sub region is around £120K which would then be divided between the partner organisations. The average running costs for the provider to host the site amounts to £6K per organisation. I must again stress that at this stage, these are purely ballpark figures.

Whilst the ICT companies are willing to provide a demonstration at this stage, on condition they are not excluded from the tender process, I have been advised by Erimus Housing's IT Manager that demonstrations should not take place until such time the formal tender process has commenced and the providers have been short listed after submitting their bids.

The partnership is exploring the possibility of a joint ICT procurement exercise with the Durham sub regional partnership and the Northern Housing Consortium acting as a procurement conduit. The Consortium would charge each of the individual partners £1000 to act as a procurement conduit. Whilst the Consortium has previously indicated it would provide the partnership with estimates to procure ICT in conjunction with the Durham scheme via this route, to enable the partners to compare if any cost savings can be made, these estimates have not been forthcoming. On this basis, I would recommend that the partnership consider whether the Northern Housing Consortium is a viable option at this stage, given the partnership has access to their own IT and procurement departments, enabling it to procure direct itself without having to source it out to the Consortium. I should add that the Durham scheme has applied for round 2 DCLG funding for the development of a sub regional CBL scheme. The Consortium has advised me that the Durham scheme will still progress the sub regional scheme in the event they are unsuccessful with round 2 funding.

Traditional Registered Social Landlords

The sub regional RSL group is now established and has been meeting every 8 weeks in order to share information and provide updates on the sub regional agenda. Wanda Graham (Accent NE) chairs the group and her substitute is Stuart Tagg (Tees Valley Housing). The group has welcomed the opportunity to become involved with the sub regional scheme and is keen to contribute to the future development of policies, procedures and ICT system.

Although most of the larger RSL's attend this meeting, I have raised concerns about some of the smaller organisations non-attendance and this has been taken up directly with them, as we need to ensure an inclusive service and a provision for them to contribute to the wider agenda.

The RSL's have similar concerns to those of the partnership, particularly around what impact CBL will have on their performance (let times) and how they can balance housing need through CBL, whilst creating sustainable, mixed communities. Some of the larger RSL's operate in different parts of the country, meaning they are concerned about becoming involved in several different schemes either regionally or nationally, as multiple systems create additional costs for them. However RSL's do recognise that the development of a sub regional scheme alleviates some of these concerns as they will be given the opportunity to contribute to one single scheme within the sub region.

Most of the RSL's attending the group have experience of working with CBL in Middlesbrough, in that 50% of their true voids are advertised on the scheme. The RSL's have access to the back office function, meaning they can load their own property adverts onto the Homechoice system. Whilst the CBL team produces a shortlist of successful applicants and carries out initial verification checks on them, the RSL's still retain responsibility for accepting or rejecting nominations sent to them, according to their own allocation and exclusion policies.

Some of the RSL's are concerned about their loss of independence i.e. if they sign up to a sub regional scheme and have to share the common allocation policy adopted by the partnership. Whilst the RSL's can still retain their own criteria for labeling properties, according to their local lettings initiatives, I would recommend that RSL's are encouraged to prioritise applicants in accordance with

the common sub regional policy, to ensure transparency, fairness and to ensure that the local authorities can discharge their allocation and homelessness functions.

I would also recommend that a consensus building approach is adapted with RSL's in the sub region, as opposed to imposing specific policies on them. It is crucial that the RSL's ideas and concerns are considered in the development of the policies, to ensure inclusion and collaborative working in providing a scheme, which reflects national, regional, sub regional and local priorities.

Private Landlords

The government recognises that private landlords play an important role in assisting local authorities in providing housing options to those in housing need and in helping create sustainable communities. The sub regional CBL partnership is keen to build upon relationships with private landlords in order to provide alternative housing solutions, in particular to those in greatest housing need e.g. statutory homeless households

A sub regional private landlord group has been established and is represented by key officers within the local authorities in the sub region. The main aim of this group is to organise a private landlord event across the sub region, to ensure that landlords are aware of the key role they play within the sub regional CBL agenda.

A flyer, which raises awareness of sub regional CBL and notifies landlords of the forthcoming event, has been sent to key officers within the local authorities to circulate to all private landlords held on their database. The flyer was sent out during the month of November and landlords are starting to respond to register their interest. Robin Newby, the CBL advisor at the DCLG has agreed to be the key speaker at this event. The event will be arranged once numbers have been confirmed after the New Year.

Homebuy

Whilst an initial meeting has taken place with the Zone Agent (Nomad) for the northern region, the partnership needs to consider developing further links. I would recommend that if a lead partner is chosen to deliver the sub regional scheme, that there is provision within the structure to include advice and information about the different options included in low cost home ownership schemes e.g. part rent / part buy schemes, shared equity schemes etc... More research needs to be carried out in terms of exploring the benefits of this provision, however from a customer perspective and in view of the Government's commitment to deliver more affordable homes, the partnership must not miss the opportunity of providing this valuable service within the sub regional scheme.

Disabled Persons Housing Service

The partnership should give consideration to the development of a sub regional disabled persons housing service in order to reinforce the concept of choice across all tenures for all client groups and to support the aims of cross boundary mobility and social inclusion in order to create sustainable communities. Erimus Housing has developed a fully inclusive DPHS, which has been accredited by the National Disabled Persons Housing Service, formally HODIS; it is the only organisation within the Region to have a fully accredited DPHS service. The service provides a unique socially inclusive, holistic approach to assessing both housing and support needs of disabled service users. This basically means a socially inclusive service, encompassing all disability types i.e. physical disability, learning disability, mental health, age related frailty – a robust service that can manage those people with dual needs through one point of entry. The holistic approach means that housing need and support needs are assessed together, to ensure that the design of the property is right in order to meet physical needs and that adequate support is in place in order to maintain independent living.

The DPHS officers match applicants to suitable properties as they become available. Adapted properties are not advertised on the general CBL scheme, the DPHS has developed a register of

adapted properties within Erimus' own stock. As vacancies occur, the DPHS cross reference with the DPHS register to obtain a suitable match of applicant to the property type and location.

Whilst the partnership has initially discussed the possibility of a sub regional DPHS, this option still needs to be explored further in line with the detail in the bid submission, to ensure that the sub regional and local priorities are reflected.

SUMMARY

The partnership has been committed to exploring the benefits of a sub regional CBL scheme. The findings from this study indicate that there is a wide range of inter-related potential benefits for the partnership to consider in defining how the sub regional scheme will work e.g. cost savings associated with joint procurement of an ICT solution, building up partnerships between groups of local authorities, RSL's and other key stakeholders, providing opportunities for people to move from one local authority boundary to another and more efficient management of the allocations and lettings process.

This study should assist partners and the relevant decision making bodies into making a formal commitment to sub regional CBL working. Whilst the outcomes from Erimus Housing's CBL scheme are an important element of the feasibility study, the broader issues must be considered into the longer term impact of CBL, based upon the DCLG housing study.

**Tees Valley
Choice Based Lettings Partnership**

**Tees Valley
DRAFT
Common
Allocation
Policy**

'To provide increased choice in housing to residents in the Tees Valley and help to create sustainable, mixed communities where people choose to live.'

Updated: November 2007

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Definitions

Common Allocation Policy/Common Housing Register

A single set of rules and procedures covering the way that lettings to properties will be made, shared by all the partner organisations.

CBL - Choice Based Lettings

A system for letting affordable housing, supported by the government and the Housing Corporation, which allows housing applicants more choice by advertising vacancies and inviting applicants to express interest in being the tenant.

LSVT – Large Scale Voluntary Transfer

Former Council Housing which has been transferred to a housing association or housing company following a ballot of the tenants.

ALMO – Arms Length Management Organisation

Council Housing that is still owned by the Council but managed on its behalf by an independent organization.

RSL – Registered Social Landlord

A housing association or housing company registered with the Housing Corporation.

Sub-regional Partnership

A group of local authority areas working together; in this case the Tees Valley area.

Reasonable Preference Category

The phrase used in the Housing Act to describe those types of housing need that should be given priority in a local authority's allocations policy.

Bidding

Where registered applicants express an interest in an advertised vacancy. In this context bidding has nothing to do with money.

Bands

The system for setting out the order of priority in which applicants will normally be considered.

Priority date

The date when the applicant was given additional priority, which is a later date than the date on which the application was originally made.

Section 1 – Introduction and Background

1.1 The Tees Valley Sub-Regional Choice Based Lettings Partnership

This document sets out the housing allocation policy for the Tees Valley CBL Partnership. This represents a completely new approach to selecting new tenants for Council and housing association properties. It also offers applicants other options for meeting their housing needs, if they do not have sufficient priority to be rehoused quickly.

The new policy, which will be shared by the partners, will transform the way housing is let making it more responsive to applicants' needs by letting them choose from available properties. As well as offering improved choice the new policy will also:

- Provide a one-stop-shop for housing applicants in the Tees Valley

- Ensure consistency in the way in which applicants are treated by all the partners
- Give help to people needing to move from one local authority area to another
- Help to tackle homelessness and its causes in the Tees Valley region.

This policy has been developed by the Tees Valley CBL Partnership (referred to as 'the partnership' throughout this document). The partnership is made up of the 5 local authorities and their partner landlords that either own or manage the housing stock on their behalf. The following local authorities and their partner landlords have all signed up to the Tees Valley Sub-Regional CBL scheme (sometimes referred to as 'the scheme' in this document) and have agreed to let their vacant properties in accordance with its policy.

- Middlesbrough Council
- Stockton-on-Tees Borough Council
- Redcar & Cleveland Borough Council
- Hartlepool Borough Council
- Darlington Borough Council
- Erimus Housing (Large Scale Voluntary Transfer Landlord for Middlesbrough)
- Tristar Homes (Arms Length Management Organisation for Stockton-on-Tees)
- Coast & Country Housing (Large Scale Voluntary Transfer Landlord for Redcar and Cleveland)
- Housing Hartlepool (Large Scale Voluntary Transfer Landlord for Hartlepool)

The contact details for all of these organisations are listed in Appendix 1.

As well as the landlords of transferred council housing there are other housing associations and housing companies (sometimes referred to as RSL's) operating in the region. These RSL's have been represented in the development of the policy to ensure their views could be taken into consideration. A proportion of their vacant housing stock will also be advertised through the scheme in accordance with this policy and in line with the nomination agreements, which exist between them and their local authority partners.

These traditional RSL's have agreed so far to provide a proportion of their housing vacancies for the scheme, and the partnership will continue to work with them to improve and develop the scheme so as to maximise the number of properties that are advertised to applicants in the future.

1.2 Our Vision for the Service

'To provide increased choice in housing to residents in the Tees Valley and help to create sustainable, mixed communities where people choose to live.'

The partnership aims to ensure that new applicants, and existing tenants applying to transfer to a new home, are provided with a first class housing service, which gives them an active role in choosing a home which best suits their long-term housing needs and aspirations.

We will achieve this through the provision of a comprehensive housing advice service, covering a whole range of housing options across the Tees Valley. Local authorities and housing providers will work in partnership to widen the housing choice that they are able to offer and to support all applicants, including those who are vulnerable, to choose where they want to live.

The partnership is committed to tackling homelessness across the Tees Valley and will continue to review all policies and practices to ensure that they contribute to meeting this aim. The partnership will work together with other voluntary and statutory organisations to share good practice and develop initiatives that will help people find solutions to their housing problems and prevent homelessness wherever possible.

We believe this policy will have a positive impact in the creation of thriving, mixed, safe and sustainable communities across the Tees Valley, through a consistent, co-ordinated and joined-up approach to delivering a high quality lettings service.

1.3 Aims and Objectives

The shared aims and objectives of this policy are:

- To meet the legal requirements for the allocation of social housing as set out in the Housing Act (1996) and Homelessness Act (2002) ensuring that those with the greatest housing needs have those needs met more quickly,
- To let our homes in a fair and transparent way through empowering applicants and supporting them to make informed choices about where they want to live,
- To provide improved services for vulnerable people who may find it difficult to apply for housing and offer continuing assistance to them in maintaining a successful tenancy,
- To improve local, regional and national mobility and to encourage balanced and sustainable communities,
- To make efficient use of the social housing stock in meeting housing needs,
- To assist local authorities in preventing and reducing homelessness.

1.4 The Tees Valley Common Housing Register

The Common Housing Register (referred to as 'the Register' throughout this document) is a key part of the scheme. The register is a single list of all the applicants who have applied for and been accepted on to the scheme. People who apply to join the Register will have the benefit of applying to all the partner landlords within the partnership, unless they make clear otherwise. This means applicants need only apply once to be considered for vacancies across the whole of the Tees Valley.

Chapter 2 sets out who is eligible to join the Common Housing Register.

1.5 Statement on Choice

The policy has been drawn up to offer a choice of housing options to the widest number of housing applicants, including those with specialist needs.

Applicants will be given the opportunity to express their choice of accommodation and this choice will be maximised to cover a wide range of housing options, including RSL vacancies, private rented vacancies, mutual exchanges and low cost home ownership options.

The policy meets the statutory requirements for the allocation of social housing by ensuring that reasonable preference is given to those with the most urgent housing needs.

The partnership will advertise the majority of their vacant stock through the scheme and advice and assistance will be given to applicants to allow them to make informed choices about the type of accommodation which best meets their housing needs and aspirations.

The partnership is committed to ensuring that their approach to letting properties is fair, accountable and maximises the potential for making best use of all the available housing.

The property adverts will include good quality information about the property attributes, together with information about the local neighbourhood, to enable applicants to make informed decisions

about which accommodation they want to be offered. The information on the website will also include links to other useful websites.

1.6 Our Commitment to Sustainable Communities

A key aim of the partnership is to create communities that are balanced, safe, inclusive and sustainable, whilst encouraging community cohesion. To achieve this aim, a proactive approach will be adopted where areas have the potential to fail. If the sustainability of a particular location is threatened, the relevant partner landlord will consider all evidence, which may come from a variety of sources including sustainability assessments and the concerns from housing staff, residents and other key stakeholders.

It is important that the partnership has the ability to operate the policy in a way that supports the long term needs of communities to have balanced and sustainable populations. This will mean that some property adverts may be limited to specific types of tenant, where a sensitive letting is needed or where the balance in a particular area needs to be redressed. This action will only be taken in exceptional circumstances and only when there is clear and convincing evidence.

However dependent on the scale and nature of the issues, one or several properties may be advertised in this way. The relevant partner landlord will retain the evidence as to why this action was taken and the outcomes will be made available when the lettings results are published to ensure openness and transparency.

1.7 New Housing Developments

The partnership is committed to providing high quality homes where people want to live and will continue to provide new housing developments where the financial resources are available. The partnership recognises that newly built properties that are a product of regeneration or restructure schemes may have certain restrictions placed on them when they are let for the first time. This may be dictated by targets set for the development by funders of the scheme and will mean that the property adverts may be targeted at specific groups of tenants e.g. where displaced residents have priority for new housing stock in a particular regeneration area. All lettings in these circumstances will be published to ensure openness and transparency.

1.8 Equality and Fairness

The partnership will ensure its policies and practices are non-discriminatory and will aim to promote equal opportunity by preventing and eliminating discrimination on the grounds of gender, colour, race, religion, nationality, ethnic origin, disability, age, HIV status, sexual orientation or marital status. The scheme will be accessible, responsive and sensitive to the diverse needs of individuals and officers will be trained to a high standard in valuing equality and diversity in the delivery of the lettings service.

The impact of the policy will be monitored, to ensure that it does not discriminate against any individual or particular groups, either directly or indirectly on race or equality grounds. In order to achieve this, all applicants will be asked to provide details of their ethnic origin and any other relevant information will be collected when they apply to join the Register.

1.9 Meeting our obligations

This policy has been developed with regard to the codes of guidance issued to local housing authorities in England, in exercising the functions under 167(1A) and 167(2E) of the Housing Act 1996.

The partnership will ensure that the policy is compatible with obligations imposed by other existing legislation, in addition to Part 6 of the Housing Act 1996 as detailed below; this list is not exhaustive.

- The Race Relations (Amendment) Act 2000

- The Disability Discrimination Act 1995
- The Human Rights Act 1998
- The Freedom of Information Act 2000
- Children Act 1989
- Data Protection Act 1998
- Crime & Disorder Act 1998
- Homelessness Act 2002

This policy also takes into consideration the following guidance:

- Audit Commission - KLOE 7: Allocations and Lettings
- Commission for Racial Equality - Code of Practice on Racial Equality in Housing
- The Housing Green Paper - Quality and Choice: A Decent Home For All (2000)

In addition, the partnership will ensure that the policy is compatible with local, sub-regional and regional housing strategies, together with existing homeless strategies across the sub region.

1.10 Advice and Information

A clear summary of the scheme will be made available to all applicants on registration. The full copy of this policy is available on request from any of the principal offices of the partners or it can be downloaded from the website (www.xxxxxxxxxxxx.gov.uk)

Information about the scheme will be provided in a range of formats and languages to applicants upon request, to ensure that no particular individual or group is disadvantaged in accessing the scheme. To ensure that everyone can access the service easily, advice and information will also be provided to applicants through a variety of means, including telephone, interactive website, scheme guide, targeted mail-shots and in person at any one of the partners' housing service reception points.

Our staff will at all times give impartial advice to all applicants needing help with how to use the service. Staff will also offer a sensitive service to those who are personally vulnerable and may need additional help. We also aim to provide targeted support to those applicants in the top bands (1+, 1 and 2) to help them resolve their housing needs.

For those applicants that may have to wait a considerable time before being successful in bidding for accommodation, information and advice about other affordable housing options will be provided, including details of other housing providers within the sub region e.g. other social landlords, mutual exchanges, private sector renting and low cost home ownership options.

Where appropriate applicants will be put in touch other agencies or departments offering a wide range of housing solutions to those in need e.g. 'Staying Put' services for elderly or disabled people wanting help to remain in their current home, Disabled Persons Housing Service (DPHS) and other Housing Options Services across the sub-region.

1.11 Monitoring

To ensure that the aims and objectives of this policy are met and that overall, priority is given to those in the reasonable preference categories, the partnership will ensure that robust monitoring arrangements are in place to monitor lettings outcomes.

Applicants' satisfaction levels will also be monitored in order to identify any improvements to the scheme in terms of ease of access to the service and the quality of information and advice they receive.

The outcomes of lettings will also be monitored to ensure that no individual groups are disadvantaged in accessing the scheme and that lettings are proportionate to the make up of the communities.

1.12 Information Sharing, Confidentiality and Data Protection

The partners will continue to build upon the existing information sharing protocols that are in place within their local authority boundaries and where appropriate, these protocols will be developed further across the sub region to ensure consistency in sharing information with other statutory and voluntary organisations.

All information received relating to an applicant's housing application will be treated as confidential in accordance with the Data Protection Act 1998. Information will only be shared in accordance with each partner's Data Protection registration and the consent given by applicants as part of the application process. Information will not be given to third parties unless consent has been given by the applicant. However consent will not be required where there is a public safety interest.

Section 2 – Joining the Common Housing Register

2.1 Who can apply?

Anyone over the age of 16 years can apply to have their housing need registered. They do not need to have an existing connection with the Tees Valley area although in most cases priority for lettings will be given to local applicants (see section 4.8). However, applicants aged 16 and 17 years will not normally be considered for vacancies unless there is a statutory duty to provide housing for them. They will have their housing and support needs assessed jointly with other agencies to ensure they are suitable to be tenants.

At the start of the new Register, all existing applicants will be automatically re-registered and notified of their priority band.

2.2 Applicants not eligible for council housing or council nomination.

Applicants on the Register who wish to bid for council owned properties or be nominated by a council to be a tenant of a housing association need to meet the requirements of section 160A of the Housing Act 1996. This deals with the immigration status of people who have come to the United Kingdom from abroad. The Allocation of Housing Regulations 2002 set out who is eligible for assistance.

People who are not eligible to apply for housing under section 160A of the Housing Act 1996 (and any subsequent legislation) will not normally be considered for vacancies under this scheme. However, applicants who are disqualified from housing under section 160A of the Housing Act 1996 can be registered and considered for offers of accommodation outside this scheme by Registered Social Landlords; provided they have the financial means to maintain rent payments and are not guilty of any behaviour which would make them unsuitable to be a tenant.

2.3 Applications not accepted

Under s.160A(7) of the Housing Act 1996, any applicant (or a member of their household) who is guilty of unacceptable behaviour serious enough to make him/her unsuitable to be a tenant, can be refused registration. In most circumstances this means anti-social behaviour towards neighbours or significant rent arrears over a long period of time. Applicants in these circumstances will be assessed according to the current legislation and statutory guidance. The full policy for dealing with applicants who have a history of unacceptable behaviour is attached as Appendix 2.

2.4 Joint applications

Joint applications will be accepted, provided both applicants are eligible, aged 16 or over and intend to occupy the property together as their only or main home. The joint application will be assessed and placed in a priority band using the details of the household with the greatest housing need.

2.5 Multiple applications

Multiple applications are not allowed. If an application is already registered, the applicant must decide which application they want to keep. The other application will be deleted. This will also apply to people who are registered as the main applicant on more than one application, including any joint applications.

2.6 Requests to transfer to another home

Existing council or housing association tenants can apply to move and will have their priority assessed in the same way as other applicants. However, some transfer moves are exempt from the requirements of Part 6 of the Housing Act 1996 and will be dealt with separately. This includes assignment or succession by a relative and mutual exchange (i.e. assignment by way of an exchange of tenancies).

2.7 Applications from Employees / Members and their close relatives

Applications can be accepted from employees, elected members, board members and their close relatives, provided they are eligible to apply and subject to the rules in Schedule 1 of Housing Act 1996. Applicants must disclose any such relationship at the time of applying. In order to ensure transparency and impartiality, employees, elected and board members must not attempt to apply any undue influence in the handling of their application or an application from friends or close relatives. In these circumstances approval must be given prior to an offer of accommodation being made, in accordance with the procedures of the relevant partner landlord.

2.8 How to apply

We will make it easy for applicants to join the Register by completing only one form to be considered by all the partner landlords. This can be done on-line by accessing the website or by completing an application form available from any of the partner landlords' offices. Advice and support in completing the form can be provided on request.

When applying to register, applicants will be asked to provide two forms of identification. For example, a driving license, passport or bill from an electric gas or water supplier. Applicants will also be asked to sign a declaration of consent to allow enquiries to be made about their eligibility for housing and level of priority.

Where applicants are unable to provide identification information, then their named advocates or support agency will be contacted.

Existing or previous tenants may be asked to provide a reference from their current or previous landlord. Alternatively, a character reference may be requested, if the applicant has not previously held a tenancy.

The purpose of the application form is to correctly identify the priority band and establish whether the applicant has any needs that require additional support and help in applying for housing.

On registration, applicants will be written to and given:

- The date they were registered
- The Priority Band they have been awarded
- A Priority Date if different from the registration date (for those in bands 1+, 1 and 2)
- Their Username and Password for the web site

Applicants must check the accuracy of this information as it will be used to decide their priority for receiving an offer of housing.

All applicants will be sent a summary of the scheme and information about other housing options available to them to them. The scheme summary includes:

- How to find out about available homes
- How applicants are banded
- How to bid for advertised properties
- How the selection process works
- Who to contact for advice and information
- What checks will be made before an offer is confirmed
- The right to request a review of decisions

2.9 Changes in Circumstances

It is the responsibility of the applicant or their advocate to notify the register of any change in circumstances that could affect their application. The application will be re-assessed on the basis of their changed circumstances and placed in the Band which reflects their current housing need.

2.10 Keeping the Register up to date

All applicants who have not bid for any properties within a 12 month period will be contacted and asked if they want to remain on the Register. Applicants in bands 1+, 1 and 2 will be reviewed on a more regular basis to ensure they are not having difficulties with the scheme and to check that they are bidding for suitable properties as they come up. (Refer also to section 4.5 - Review of Reasonable Preference Bands).

2.11 Cancelling Applications

If an applicant does not respond to the review letter in the given time period, they will be notified in writing that their application has been cancelled. The application will be re-instated provided the applicant makes contact with the relevant partner landlord within 28 days of being notified that their application is being cancelled.

Applications will only be cancelled in the following circumstances:

- A request has been received from the applicant (or their named advocate)
- There is no reply to the review letter in the given time period
- The applicant has been rehoused
- Notification has been received from an executor or personal representative that the applicant is deceased and s/he was the sole applicant
- The applicant's property has been purchased through Right to Buy or Right to Acquire
- An applicant has been assessed as ineligible or disqualified on grounds of their behaviour (see appendix 2)
- It is discovered that the applicant has given false or misleading information in their application.

Applicants will be informed of the reason/s why their application has been cancelled and informed of their right to request a review of the decision. Where a sole applicant is deceased, the executor or personal representative will be contacted where this is known.

2.12 Giving False Information or Deliberately Withholding Information

It is a criminal offence for anyone applying for housing from a housing authority to knowingly or recklessly give false information or knowingly withhold information which is relevant to their housing application.(Section 171 of the Housing Act 1996).

Anyone found guilty of such an offence may be fined of up to £5,000 and could lose the tenancy if they have been rehoused as a result of providing false information or deliberately withholding information.

Applicants, who are found to have made fraudulent claims in this way will be automatically suspended from the scheme for 12 months.

2.13 Deliberate Worsening of Circumstances

Whilst the common register policy is intended to make sure that those with urgent housing needs are rehoused more quickly, it does not want to reward applicants who deliberately worsen their housing circumstances in order to get into a higher band.

Any applicant who deliberately worsens their housing circumstances will be given a lower priority than other applicants with a similar banding. This means that an applicant will be overlooked for an offer of accommodation if there are other applicants within the same Priority Band with a similar level of need but who have not deliberately worsened their housing situation regardless of their registration date. Any applicant overlooked for an allocation of accommodation in this way will be notified that their priority within the Band has been reduced for 6 months, after which time the application will be reassessed.

2.14 Notifications about Decisions and the Right to a Review of a Decision

Applicants have the following rights concerning decisions about their housing application:

- The right to be notified in writing of any decision not to be registered in the scheme because of unacceptable behaviour serious enough to make him/her unsuitable to be a tenant.
- The right, on request, to be informed of a decision about any information which is being taken into account in considering whether to make an offer of accommodation.
- The right, on request, to request a review of a decision in respect of either of the above. The applicant will also be informed of the decision in respect of the review and the grounds for that decision.

Applicants will be notified of these rights in writing whenever a decision is made that affects their registration or status to receive offers of accommodation.

The review will be carried out by the partner organisation that received the original application.

Section 3 – Assessing Housing Need

3.1 Legal Background

In framing this policy and to ensure that those in greatest housing need are given preference for an allocation of accommodation, the partnership has considered the categories of people that must be given reasonable preference by local authorities, as set out in s167(2) of the Housing Act 1996 and the Homeless Act 2002. These are:

Reasonable Preference

- (a) People who are homeless including people who are intentionally homeless and those who are not in priority need
- (b) People occupying unsanitary or overcrowded housing or otherwise living in unsatisfactory housing conditions
- (c) People who need to move on medical or welfare grounds, including grounds relating to disability
- (d) People who need to move to a particular locality in the district of the housing authority, where failure to meet that need would cause hardship (to themselves or to others)

In addition, section 167(2) gives housing authorities the power to frame their allocation schemes so as to give additional preference to particular descriptions of people who fall within the reasonable preference categories and who have particularly urgent housing needs.

To ensure that local priorities are met, the scheme may provide for other factors, other than those set out in section 167 (2) of the Housing Act 1996 in determining which categories of people are to be given preference for an allocation of accommodation within the scheme, providing they do not dominate the scheme at the expense over those listed in the statutory preference categories as listed in 167(2).

The partnership will ensure that monitoring arrangements are in place in order to monitor lettings outcomes and will review the policy in order to ensure that it meets our key aims and our legal duties.

3.2 Assessing Housing Need and Determining Priorities

The scheme has been drawn up in accordance with government guidance and to reflect the pattern of housing need in the Tees Valley area.

The scheme has 5 Priority Bands to assess the housing needs of applicants. All eligible applicants will have their housing needs assessed and will be placed in the relevant Band, according to their level of housing need. The applicant's date of application will be recorded and in the case of those in bands 1+, 1 and 2, the date they entered into the relevant Band.

The scheme also identifies applicants who have more than one type of housing need and gives them higher priority within each band.

To select an eligible applicant to receive an offer of accommodation, the following factors will be taken into account in the order in which they are set out:

1. Whether they have a local connection to the district where the property is (see section 4.8)

2. Whether they have more than one type of housing need - called Cumulative Need (See section 3.3)
3. Whether they have deliberately worsened their housing circumstances (see section 2.13)
4. The Priority Date (see section 4.7)
5. The Registration date (see section 4.7)
6. Efficient use of the housing stock (see section 4.7)

3.3 Cumulative Needs

In Bands 1+, 1 and 2 cumulative housing need is taken into account. This means that greater priority for an offer of accommodation will be given to those applicants qualifying under more than one category. Applicants qualifying under more than one type of need will be highlighted in the short-list and considered before applicants registered with only one housing need category.

3.4 The Priority Bands

Applicants will be assessed and given a priority band in accordance with the following categories of housing need:

Band 1+: Home loss through regeneration (Decants)

- A People losing their home due to a recognised regeneration scheme within any one of the local authorities within the sub-region.**
- This includes council tenants, registered social landlord tenants, private tenants and owner-occupiers living within the boundary of a defined regeneration area who are required to move home.
 - People living in with the main householder/s who require their own accommodation, provided they have lived there, as their sole or main home, for at least 12 months.

Additional information on priorities and the selection process is given in Appendix 3.

Band 1: Statutory Homeless and Homeless Prevention

- A People assessed as statutorily homeless and in priority need**
- People who have been accepted as statutorily homeless and in priority housing need and where the main homeless duty is owed (part 7 of the Housing Act 1996). Where there is an urgent need because of an imminent risk of violence, a direct housing let may be made.
 - People leaving prison who are homeless and assessed as institutionalised and who have a local connection to one of the local authorities in the Tees Valley area. The partners reserve the right to use discretion in the range of choice permitted to people leaving prison. Where this is justified by the type of offence committed.
 - People leaving HM armed forces prison who are homeless and assessed as institutionalised and who have a local connection to one of the local authorities in the Tees Valley area.

B People threatened with homelessness after 28 days

- Applicants who are at risk of homelessness within a 28 day period, providing the assessment concludes that there would be a statutory homeless duty as defined by law at that time. This will not prevent a homeless application being completed at a later stage if the applicant's housing need is not resolved.

C People who need to move on urgent medical grounds

- Applicants who have been assessed as requiring suitable alternative accommodation because their medical condition and/or disability is having a significantly detrimental affect on their ability to live independently at home.

Examples include:

- People in hospital who cannot be discharged because no suitable accommodation is available.
- People with a serious and debilitating medical condition which is affected by living in their existing home.
- People with a physical or sensory disability which seriously affects their mobility around the home and who have requested a move as an alternative to home adaptations.
- People with a severe and enduring mental health problem who's Care Plan Approach (CPA) identifies a need to move to a particular locality in order to receive care and support.

D People who need to move on welfare grounds

- Applicants with care or support needs, or other social needs which may not require ongoing care and/or support.
- Examples include:
 - People moving on as part of an agreed plan to re-integrate into the community, for example, people leaving supported housing projects.
 - People with learning disabilities who are assessed as having to move in order to receive care and support or where their current housing is having a detrimental affect on their quality of life and ability to live independently.
 - A household with a child in need (as defined in the Children Act 1989), where a formal referral has been made by Social Services with the aim of safeguarding the welfare of the child or children.
 - Children leaving the care of the local authority under the Children (Leaving Care) Act 2000.
 - Adoptive parents or prospective adoptive parents who need to move due to their current accommodation being unsuitable or who need to move to a different location to safeguard or promote the well-being of the child or children they have adopted or are planning to adopt.
 - People who are fostering children as part of a long term arrangement and who need a larger home.
 - People leaving local authority care following a referral from social services e.g. people leaving rehabilitative care to return to independent living.

Please note: It may be necessary to defer offers where a suitable care and support package needs to be put in place or until the applicant's support needs have been assessed.

The partners reserve the right to use discretion in the range of choice permitted to people in this category, where this is in the interests of sustainable and balanced communities.

E People living in unsafe or unsanitary housing conditions (as defined by the Housing Health and Safety Rating System (HHSRS)) and there is a high risk of harm

- People who are occupying private rented accommodation and where the local authority's risk assessment has concluded that the property is uninhabitable and it has a duty to take action.

In such cases all other housing options will be explored whilst the local authority enters into negotiations with the landlord about carrying out repairs to the property. If the applicant has not been successful on the scheme before the repairs are completed, they will normally be expected to return to the property. If the applicant does not return to the property s/he will be placed in the Priority Band as if they had returned to it.

Examples of unsafe or unsanitary housing conditions:

- electrical defects that pose a safety risk
- excessive damp which is affecting the applicant's health
- fire risk
- an infestation of pests which affect the applicant's health and/or safety

Band 2: High Housing Need

A People living in overcrowded conditions and are 3 or more bed spaces short of requirements.

- Overcrowding assessed on the number of people within the household and according to the best use of bedrooms and sleeping spaces available. (See Appendix 3)

B People assessed as intentionally homeless or non priority homeless

- People who have been assessed as intentionally homeless or non-priority homeless as defined by the Housing Acts. (See Appendix 3)

Please note: In some case, where applicants have made themselves homeless as a result of unacceptable behaviour, which makes them unsuitable to be a tenant as defined by legislation, they will be suspended from the scheme altogether until there is evidence of a change in behaviour. (See Appendix 1)

C People who need to move due to a high medical need

- People who have been assessed as having a medical condition or a disability where a move to suitable alternative accommodation would significantly improve their health. For example, frail elderly people whose need single level accommodation, or need the support of a resident or mobile warden service.
- People with a medical condition or disability who are assessed as having to move in order to receive care or support will be allowed to bid for homes with an additional bedroom in order to provide sleep-in for a carer, providing the property is not needed to meet the needs of a larger household.

D Social housing tenants of the partner landlords that are under-occupying a house by 2 or more bedrooms

Applicants can only bid for properties that fit their household's identified housing need. (See Appendix 3)

E People with a child or children under the age of 10 or women who are 28+ weeks pregnant, occupying accommodation above ground floor level

- Households with a child or children under the age of 10 occupying flats above ground floor level, provided that the flat is the child's sole or principal home and the living accommodation is on floors 1 to 3. Households with women who are at least 28 weeks pregnant are included.
- Households with a child or children under the age of 14 living in multi-storey flats, provided that the flat is the child's sole or principal home, and where the living accommodation is on the 4th floor or above.

F People who need to move on hardship grounds

- People from outside of the Tees Valley partnership area can apply to move to a particular locality within the sub region in order to take up an offer of employment, education or training, or to be nearer to family or friends in order to give or receive support.

Applicants will need to provide evidence of their housing need. Applicants in this category will not need to have a local connection with a local authority in the Tees Valley area.

G Young people at risk

- Young people under the age of 25 who are assessed as involved with or at risk of sexual exploitation, substance misuse or offending.

The applicant must accept the support package offered and show a willingness to change their behaviour before being placed in Band 2.

Band 3: Other Housing Needs & Efficient Use of the Housing Stock**A People leaving 'tied' accommodation within the sub region**

- People who work for the partner landlords participating in the scheme and have accommodation provided as part of their terms of employment. For example, resident sheltered housing wardens or school caretakers. The letting agreement or employment contract must state that the accommodation will end when the employment ends.

An exception to this rule will be displaced agricultural workers who fall within Section 27 of the Rent (Agriculture) Act 1976 as defined by the Code of Guidance – Allocations.

Eligible applicants will be placed in Band 3 once the employer has given notice that the accommodation tied to the employment is ending due to no fault of the applicant.

If an employee has died and the tied tenancy has to come to an end, the remaining household will be placed in Band 3, providing they have lived in the accommodation as their sole or principal home for a period of 12 months or longer.

B People eligible to succeed/assign to a tenancy and who have a need or expressed wish to move to alternative accommodation

- People who are eligible to succeed to or be assigned a tenancy but have expressed a wish to move to alternative accommodation as the property is not suitable for their needs because of its size or type.

C Relationship breakdown or divorced partners with shared child care

- People following a relationship breakdown and others who have shared access to children who are occupying accommodation which is insufficient for looking after the children.

An applicant with access to children will normally only be considered eligible for a suitably sized flat, unless a house becomes available for which there is no demand.

D People who are 1 or 2 bed spaces short of requirements

- Applicants who are 1 or 2 bed spaces short of requirements.

The calculation will use the rules detailed in Appendix 3.

Band 4: No or Low Level Housing Need

- People assessed as having no identified housing need or only a low level of need. For example, a person whose current home is adequate to meet their basic housing needs in terms of lifestyle, size, design and location.
- People with some housing need but who are assessed as having sufficient income or savings to meet their own housing needs in the local housing market.

3.5 Reviewing Bands 1+, 1 and 2.

Applicants in the reasonable preference bands (1+, 1 and 2), with the exception of those who are statutorily homeless, will have their applications reviewed every 6 months to check whether their circumstances have changed and they are still entitled to be in the this Band. This review will also identify which applicants are not bidding on available properties and the reasons why, in the event they need more support in accessing the scheme.

3.6 Reviewing statutorily homeless applicants

Applicants who are statutorily homeless will be reviewed on a more frequent basis to ensure they are bidding for available properties advertised on the scheme. If applicants have not been bidding on the scheme, their homeless officer will contact them after a suitable period of time to encourage the applicant to start bidding. The partnership reserves the right to issue a direct offer of housing within their area of choice, in order to discharge the homeless duty, if the applicant has not been successful in bidding for properties after 8 weeks.

3.7 Making Direct Offers without Advertising

As well as applicants bidding for advertised properties there will also be circumstances in which some applicants will receive direct offers. This will be where a sensitive letting is required because of the applicant's previous history or where there is a particularly urgent housing problem, which is having a serious detrimental effect on the applicant's health or well being.

Applicants needing a direct offer will usually be given a Priority Band that reflects their housing need and encouraged to bid for advertised properties. The exception will be where particularly vulnerable people need to be integrated into the community working alongside other statutory and/or voluntary organisations. There will still be an aim to provide choice where this is possible.

Applicants eligible for a direct offer will receive an offer of accommodation, which will either be in their expressed area of choice or an adjacent area. However, this will be subject to availability, particularly in areas of high demand and low turnover.

The offer of accommodation will in most cases be made in date order of approval being given for a direct offer. However, where there are particularly urgent housing needs, an offer may be made outside of this order. For example, in the event of an emergency due to fire or flood. Where a reasonable offer of accommodation is refused after a direct offer, the applicant will not lose any priority.

In order to ensure a transparent lettings process, feedback will be provided to the general public when the lettings results are published to show that a letting has resulted from a direct offer without an advertisement.

A direct offer will be made in the following circumstances:

- Social housing tenants who have lost their home as a result of a fire or flood and require housing on a temporary basis to allow major repairs to be carried out to their home.
- Ex-offenders subject to Multi Agency Public Protection Arrangements (MAPPA), where a full support package is in place with other relevant statutory and voluntary organisations to enable them to be returned to the community.
- People who are at an imminent risk of violence or a threat of violence e.g. victims of domestic violence, racial harassment or through a witness protection scheme.
- Homeless people who have not been successful in bidding for accommodation after an 8 week period
- elderly people in need of specialist accommodation, such as extra care facilities to enable them to remain independent in the home.

Section 4 – The Choice Based Lettings Scheme

4.1 Advertising Properties on the Choice Based Lettings Scheme

Choice Based Lettings works by allowing applicants to express interest in available properties which are advertised each week. From those applicants responding (bidding), the successful applicant will be decided in line with priority scheme set out in section 3 above.

The partnership will advertise the majority of their vacant properties as part of the scheme, including properties that have been designed or adapted to meet the needs of disabled or older people.

Each of the partner landlords will have responsibility for preparing the property description and advertising their vacancies on the scheme. Adverts will be clearly labelled to show the property features, local neighbourhood information and the types of household that can bid for it.

Some properties will be advertised during the previous tenants 4 week notice period and may be withdrawn from the scheme if the tenant changes their mind about moving.

Applicants will be informed at registration what types of property they will be able to bid for. There will sometimes be other restriction in the advert. Bids from applicants will only count if they can match the requirements in the advert.

4.2 Accessible Properties for People with Disabilities

Accessible properties are homes which have been designed for or significantly adapted to meet the needs of people with physical or sensory disabilities. Accessible homes will be advertised as part of the scheme to ensure that applicants assessed as needing this type of accommodation are given the widest possible choice.

Applicants with an assessed need for accessible accommodation will be given priority for accessible accommodation over others in the same Priority Band without that need and the property advert will make this clear. The advert will also describe the accessible features together with local neighbourhood information to help people choose whether to bid for that property or not.

In selecting an applicant for an accessible property from the short-list of qualifying applicants, the full circumstances of each case will be considered when deciding who will be offered the property. In some circumstances priority may be given outside of date order, if the vacancy is particularly suitable for the needs of an applicant.

Applicants in this category can also bid for properties which do not have accessible features. However, if they are short-listed during the selection stage, the partner landlord will assess whether it is reasonable and practicable to adapt the property for the applicant, in accordance with the Disability Discrimination Act 1995 and other relevant legislation. If it is reasonable and practicable for the property to be adapted, the applicant will be considered for the property on the same basis as the other applicants who have submitted bids.

4.3 Housing with Care Schemes

Pleas note: Properties which provide extra care facilities under the Supporting People Programme will not be advertised as part of the scheme. In this case, vacant properties will be directly matched to qualifying applicants who meet the eligibility criteria following a detailed assessment into their housing needs by their service providers.

4.4 The Bidding Cycle

Available properties will be advertised weekly on the scheme's interactive website and in the window displays at the partner landlords' housing offices. Other ways of advertising available properties will also be used.

Applicants (or their advocates) wanting to bid can telephone, e mail, post bidding coupons or visit any one of the local authorities or partner landlords housing receptions in order to place bids on advertised properties. Applicants can also place bids directly by accessing the website at home, at work or by visiting locations which provide internet facilities e.g. libraries, internet cafes etc. Advice and support will be provided to applicants who need it, to ensure they are able to use the scheme to bid for properties.

Applicants can bid for up to 3 properties per week. The scheme will tell applicants their position on the list at the time they bid, together with the total number of bids already placed against the property. This will enable applicants to test their chances of being successful when placing bids against properties they are interested in.

4.5 Advertising Similar Properties in the Same Week

Where there are more than one property of the same description in the same location, only one of the properties will be advertised. The remaining empty properties will be offered to qualifying applicants that have also replied to the original advert. The property advert will show that there are X properties of the same type available at the same time. An example is where there are a number of flats with a similar description available in a multi-storey block or where a new estate has several identical properties on offer.

4.6 Property of the Week

If a property has been advertised at least once and there have been no bids from suitable applicants, the property may be advertised again as 'Property of the Week' with suitable incentives, to encourage applicants to bid for it. The property will be offered to the first eligible applicant that bids for the property on a first come, first served basis, regardless of the Band in which they are placed.

4.7 Short-listing and Selection

Bids will be placed in Band order. Applicants in Band 1+ will be ranked first, followed by those in Bands 1, 2 3 and 4.

Applicants in Bands 1+, 1 and 2 with more than one need category will be given preference for an offer of accommodation over those with a single housing need category in the same Band.

If there are two or more applicants with a similar level of need qualifying for a property, the date they entered the band will be used as a tie-breaker. If the band date is the same, the date of application will be used.

If the priority date and application date are the same and the level of need is similar, the deciding factor will be to give preference for the allocation to the applicant whose household best fits the property attributes.

The tie-breaker for Band 1+ will be the priority date (in accordance with the phasing requirements of the regeneration area). If the priority date is the same, the date of application will be used. If the priority date and date of application is the same, the current tenancy start date or commencement of owner occupation will be used.

A local connection to the local authority and the behaviour of applicants will also be taken into account in deciding priority for an offer of accommodation.

Where properties are targeted at specific applicants, they will be given priority for that type of accommodation e.g. accessible accommodation for people with disabilities or new build properties where certain eligibility rules apply for first lets or where there are sustainability issues.

If an applicant is ranked first for more than one property and provided the eligibility criteria is met, they will be contacted to make a decision about which property they wish to accept.

4.8 Local Connection

Applicants will be counted as having a local connection to a local authority area if they fit one or more of the following categories:

- They live in the local authority area and have lived there for 6 out of the past 12 months or 3 out of the past 5 years.
- They previously lived in the local authority area and lived there for 5 years or longer.
- They have close family connections with someone living in the local authority area. A close family connection is defined as parent, child, grandparent, grandchild or sibling who has lived in that area for 6 out of the past 12 months or 3 out of the past 5 years.
- Their regular place of work is located within any of the local authority areas within the Tees Valley sub-region. Casual work does not qualify. Applicants will only be considered to have a local connection in these circumstances, if it is unreasonable to expect them to commute to their place of work from their existing home.
- They are leaving HM Armed Forces and have a local connection under any one of the above criteria.

Applicants, who have been given reasonable preference (Band 1+, Band 1 and Band 2) and have a local connection to the local authority, will be given priority over applicants in the same Band but who do not have a local connection to local authority area.

However, applicants in the reasonable preference categories who do not have a local connection to the local authority will be considered for an offer of accommodation before applicants who do have a local connection, but who are in a lower Band.

Applicants in Bands 3 and 4 who have a local connection to the local authority area will be considered for an allocation before applicants who do not have a local connection to the local authority regardless of which Band they are in.

4.9 Viewings and Receiving Offers

When an applicant has been short-listed or selected for an offer, the landlord will arrange an opportunity to view the property. In some circumstances, more than one applicant may be invited to view, particularly in areas of low demand or in the case of properties that are frequently refused by applicants.

Applicants will not be penalised if they refuse an offer of accommodation, however where more than 5 offers of accommodation have been refused, the applicant will be invited to an interview with the partner landlord that originally assessed their application.

However, If an applicant has refused a direct offer of accommodation, they will only be given a 2nd offer in exceptional circumstances.

4.10 Time Allowed for Accepting an Offer

Applicants will be allowed 2 working days after the viewing to make a decision about whether to accept. If there are extenuating circumstances longer may be allowed. Individual circumstances will be taken into account and applicants with specific needs will be given more time. For example, if an assessment for adaptation works is needed.

4.11 Publishing Feedback on Lettings Made

Lettings results will be published openly and made available to the public upon request. The information will also be available on the website and will include the following information:

- The property type and neighbourhood
- The total number of bids made for the property
- The successful applicant's registration date and/or priority date
- Properties where a direct offer was made and the property was not advertised.

4.12 Nominations

Housing Associations operating within the sub-region will provide at least 50% of their vacancies (excluding transfers) for nomination via the scheme. The local authorities (or their partners) will monitor to ensure compliance with the nomination agreements in their area.

4.13 Future Development of the Scheme

The partnership will continue to collaborate in the future development of the scheme with the aim of sharing best practice and introducing further incentives for existing tenants who have an excellent track record in conducting their tenancy, whilst continuing to have regard to all statutory and regulatory requirements.

The partnership is committed to continually reviewing its practices and procedures associated with this policy, to ensure a consistent and joined up approach in the delivery of a first class lettings service for the Tees Valley sub-region.

Section 6 – Other Housing Options

6.1 Private Landlords

The scheme will provide for the advertisement of properties which are owned by private landlords participating in the scheme, in order to provide a wider range of choice for applicants.

6.2 Registered Social Landlords

The traditional RSL's will be encouraged to increase the number of vacant properties they advertise on the scheme, over and above 50% nomination agreements.

6.3 HomeBuy

The scheme will provide links to the Government funded HomeBuy programme. HomeBuy products, such as properties that are available for shared ownership will be advertised on the scheme. Applicants will be considered for HomeBuy products providing they meet the eligibility criteria determined by the Housing Corporation.

6.4 Mutual Exchanges

The scheme will allow for mutual exchanges to be advertised throughout the sub-region in order to give opportunities for tenants to move outside of the priority scheme.

Appendix 1

Head Office contacts for partner Local Authorities

Middlesbrough Council

Town Hall
PO Box 99A
Middlesbrough
TS1 2QQ

Tel: 01642 245432

Stockton-on-Tees Borough Council

Municipal Buildings
PO Box 11
Stockton-on-Tees
TS18 1LD

Tel: 01642 393939

Redcar & Cleveland Borough Council

Town Hall
Fabian Road
South Bank
TS6 9AR

Tel: 08456 126126

Hartlepool Borough Council

Civic Centre
Victoria Road
Hartlepool
TS24 8AY

Tel: 01429 266522

Darlington Borough Council

Town Hall
Feethams
Darlington
County Durham
DL1 5QT

Tel: 01325 380651

Head Office contacts for partner landlords

Erimus Housing Ltd

4th Floor
Centre North East
73-75 Albert Road
Middlesbrough
TS1 2RU

Tel: 01642 773600

Tristar Homes Ltd

Tristar House
Lockheed Court
Preston Farm Industrial Estate
Stockton-on-Tees
TS18 3SH

Tel: 01642 528720

Coast & Country Housing Ltd

14 Ennis Square
Dormanstown
Redcar
TS10 5JR

Tel: 01642 771300

Housing Hartlepool

Greenbank
Stranton
Hartlepool
TS24 7QS

Tel: 01429 525252

Appendix 2

Suspension Policy**1. Introduction**

- 1.1 The partnership recognises the Government's commitment to encouraging inclusion and social stability and will use its suspension policy to encourage access for all applicants, including those that are socially disadvantaged. This will be achieved by ensuring that each application is treated on its individual merits and by making available mutually agreed programmes of support to vulnerable applicants in conjunction with other statutory and/or voluntary organizations.

2. Statutory and Regulatory Guidance

- 2.1 The Code of Guidance (allocation of accommodation) explains in detail how local housing authorities should apply the 'Unacceptable Behaviour Test.' In summary, the test states that to make someone ineligible for an allocation of accommodation, the local authority must be satisfied that the applicant, or a member of his/her household has been guilty of unacceptable behaviour that is serious enough to make him/her unsuitable to be a tenant at the time the application is being considered. The 'test' is whether the behaviour would have entitled the housing authority to a possession order if, whether actually or notionally, the applicant had been a secure tenant.
- 2.2 The partnership will also have regard to regulatory guidance published by the Housing Corporation, which requires that applicants are only excluded from consideration for housing, when their behaviour is serious enough to make them unsuitable to be a tenant, in circumstances that are not unlawfully discriminating. The partners will also have regard to the Housing Corporation circular (Tenancy Management: Eligibility and Evictions) issued in July 2004 which supports much of the Code of Guidance and makes it clear that RSL's should not operate blanket exclusion policies for housing applicants for rent arrears or previous convictions. This circular also makes it clear that previous tenancy action for anti-social behaviour should not be taken into account if it occurred two or more years prior to the date of application and the tenant's household has conducted a satisfactory tenancy in the mean time.
- 2.3 Officers dealing with the assessment of housing applications will observe the Code of Good Practice as recommended by SHELTER and will be fully trained in the application of the statutory Unacceptable Behaviour Test.

3. How suspension will be used

- 3.1 The partnership recognises that whilst it wishes to promote balanced and sustainable neighbourhoods, denying access to social housing might result in broader social exclusion for the households involved. Therefore, applicants will not be suspended automatically from the Register if their circumstances 'fit' a defined category; each case will be judged on its own merits and efforts will be made to resolve any issues preventing applicants from being considered for offers.

For the purpose of this document, suspension means that an applicant has been assessed as ineligible to join the Register and is unable to participate in the choice based lettings scheme on the grounds of their (or a member of their household's) unacceptable behaviour.

- 3.2 The partnership will consider an application to join the Register where a history of unacceptable behaviour is proved, if the applicant is attempting to modify that behaviour with the help of a recognised support and that agency will continue the support if/when the applicant is housed.

- 3.3 The partnership will ensure that the process for suspending ineligible applicants is both fair and effective in the management of the housing stock. In reaching a decision on whether or not to suspend an applicant on the grounds of unacceptable behaviour, all relevant information will be taken into account, including whether the behaviour could have been due to physical or learning disability or mental health problem.
- 3.4 Where an applicant's behaviour is not serious enough to suspend them from the Register, it will still be considered in deciding the level of priority received within the Priority Band. For example, where there are low or moderate rent arrears the applicant would be overlooked for offers of accommodation where there are other competing applicants with the same level of need that have a clear record as tenants.
- 3.5 This policy applies to existing tenants applying to transfer and to new applicants joining Register.

4. Examples of Unacceptable Behaviour

- 4.1 For the purpose of this document, examples of the type of unacceptable behaviour that will be considered in deciding whether or not to allow an applicant access to the Register include domestic abuse, racial harassment, drug dealing, serious noise nuisance, intimidation and any other acts of unacceptable behaviour or serious breaches in tenancy conditions e.g. serious rent arrears, which would make the applicant unsuitable to be a tenant.

Criminal convictions

- 4.2 Applicants who have relevant unspent convictions for serious criminal offences, which may threaten the stability of a community will have their housing needs assessed and all factors will be taken into account before a decision is made regarding their eligibility to join the Register. The partnership will work collaboratively with the police, probation and prison service in an effort to resolve an applicant's ineligibility and improve their chances of being integrated back into the community through a planned and managed approach.

Anti-social behaviour

- 4.3 Where an applicant (or a member of the household) has a history of anti-social behaviour or has breached their tenancy conditions, all relevant facts will be considered before a decision is made. Where anti-social behaviour has been committed by a person who was, but is no longer a member of the applicant's household, the behaviour will be disregarded provided the applicant is not guilty themselves of unacceptable behaviour. The partnership will collaborate with other agencies to try to resolve an applicant's ineligibility e.g. social services, health services etc.

5. Periods of Suspension

- 5.1 The period of suspension will depend on what action the applicant has taken to demonstrate a change in behaviour. Applicants will initially be suspended for a 12 month period, after which the onus will be on them to provide evidence that their behaviour has improved, or that they have taken action to help improve their chances of being accepted. If an applicant can demonstrate a change in behaviour before the 12 month period has elapsed, consideration will be given to allowing them to join the Register sooner.
- 5.2 A fresh application will need to be made by the applicant where they have been previously suspended and feel that their behaviour should no longer be held against them as a result of changed circumstances.

6. Notifying the Applicant of the Decision

- 6.1 All applicants will be notified of any decision concerning their application, the reasons for it and their right to request a review of the decision. Applicants will also be notified of what

actions they can take to remedy their ineligibility and a signposting/referral service to other support or independent advice agencies will be offered.

Appendix 3

Notes on How Priority will be Assessed

1. Band 1+: Home Loss through a Regeneration Scheme (Decants)

Advice and help with moving will be given to all social housing tenants, private tenants and owner-occupiers who live in a regeneration area, as defined by any one of the nine partners ie. Middlesbrough Council, Stockton-on-Tees Borough Council, Redcar & Cleveland Borough Council, Hartlepool Borough Council, Darlington Borough Council, Erimus Housing, Tristar Homes, Coast & Country Housing and Housing Hartlepool.

Applicants will be given priority for accommodation in their area of choice, whenever possible. To this end they will be given a Priority Date, which will relate to the phasing requirements in the regeneration area. Applicants will only be given Band 1+ priority for the local authority area where they live.

Bids will be accepted on the basis of a suitable property size and type to meet the needs of the applicant's size of family. However, where necessary, and at the discretion of the partners listed above, bids may be accepted for properties of a similar type and size to the one in which the household lives, where this is larger.

Priority order for bids

Offers will be made in order of the priority date. If the priority date is the same, then the date of application will be used as the tie-breaker. Where the priority and application date is the same, the current tenancy start date or commencement of current owner occupation will be used as the tie-breaker. Applicants with cumulative needs within this Band will be given priority over those with a single level of need.

Where the above criteria fail to prioritise one or more bids, selection will be based on the most efficient use of the housing stock.

2. Bands 1 & 2: Calculating Bedroom Shortage/Surplus

Overcrowding will be assessed based upon the number of people within the household and according to best use of the bedrooms and sleeping spaces available.

This assessment does not include living room space unless there is a second living room which can be used as a bedroom. Where a bedroom is being used for another purpose e.g. study or toy room, its original function as a bedroom will be used in assessing the level of overcrowding.

The following rules will be used to calculate the number of bedrooms needed:

- Bedrooms 110 square feet or 10 square metres or larger will be considered suitable for 2 people and will be classed as accommodating at least a double bed or 2 bed spaces.
- Bedrooms less than 110 square feet or 10 square metres will be considered suitable for a single person and will be classed as accommodating a single bed space.
- The main householder/s will be assessed as requiring their own bedroom, even if s/he is a single parent and the property occupied only has bedrooms 110 square feet or 10 square metres or larger. However the main householder/s will be expected to share a bedroom with a child under the age of 12 months where they are occupying a bedroom of this description.

- Children over the age of 10 will be assessed as requiring a separate bedroom if they are sharing with the opposite sex.

3. Band 2: Intentionally Homeless

The assessment will be on an individual basis and as a result applicants may be given a lower priority than other applicants in Band 2 if they have been found to have deliberately worsened their housing needs. This means that an applicant can be overlooked for an offer of accommodation if there are other qualifying applicants within the same Band with a similar level of need but who have not made themselves intentionally homeless.

An applicant overlooked for an offer of accommodation in these circumstances will be told that their priority within the Band 2 has been reduced for a period of 6 months, after which the application will be re-assessed.

If the behaviour was related to anti-social behaviour or non payment of rent then the onus will be upon the applicant to demonstrate a change in their behaviour. For example, keeping up with an agreement to pay off outstanding rent arrears. If the applicant cannot show a change in behaviour after the 6 month period, they may continue to be given lower priority until such time as they can show an improvement.

However, if the applicant qualifies for an offer of accommodation because there is no interest from other applicants with a similar level of need, the applicant may receive the offer provided support is put in place and the applicant agrees to accept these arrangements. If the applicant does not accept the support offered then the applicant will be overlooked and the property offered to the next qualifying household.

Appendix 3

TEES VALLEY DRAFT COMMON ALLOCATION POLICY

(SUMMARY)

1. Introduction

The review of the existing allocation scheme will involve some major changes to our policy for allocating or letting vacant properties. To help you understand the new allocation scheme, we have listed some of these changes below. We have also included a list of frequently asked questions to help you understand how the Tees Valley choice based lettings (CBL) scheme will work and what it will mean for you.

The policy has been written to take into account existing housing legislation; statutory and regulatory guidance.

2. The Tees Valley Choice Based Lettings (CBL) Partnership

The Tees Valley CBL partnership was formed in 2005 after successfully receiving funding from the Government to develop and implement a CBL scheme which spans the whole of the sub region. The following local authorities and their partner landlord make up the partnership and have agreed to let their vacant properties in accordance with this policy.

- Middlesbrough Council
- Stockton-on-Tees Borough Council
- Redcar & Cleveland Borough Council
- Hartlepool Council
- Darlington Council
- Erimus Housing
- Tristar Homes
- Coast & Country Housing
- Housing Hartlepool

3. Objectives of the scheme

- To meet the legal requirements for the allocation of social housing as set out in the Housing Act (1996) and Homelessness Act (2002) ensuring that those with the greatest housing needs have those needs met more quickly,
- To let our homes in a fair and transparent way through empowering applicants and supporting them to make informed choices about where they want to live,
- To provide improved services for vulnerable people who may find it difficult to apply for housing and offer continuing assistance to them in maintaining a successful tenancy,
- To improve local, regional and national mobility and to encourage balanced and sustainable communities,
- To make efficient use of the social housing stock in meeting housing needs,
- To assist local authorities in preventing and reducing homelessness.

4. Applying to register on the new scheme

Anybody wishing to apply to the sub regional CBL scheme will be able to do so online by accessing the internet when the scheme goes live; the new website will be developed in the near future. Alternatively new applicants can complete one simple application form through which they will be assessed as applying to all of the local authorities and partner landlords within the sub region; application forms will be available at the partner landlords housing offices. You may not need to reapply to the new scheme if you are already registered with one of the local authorities or their partner landlords listed below. Your details may be automatically transferred to the Common Housing Register, which consists of a single list of

applicants who have applied and been accepted on to the Tees Valley CBL scheme. We will write to you nearer the time of implementation to inform you of what will happen.

In order to verify your details, we may ask you to provide supporting evidence to help us assess your housing need and place you in the appropriate band.

5. Information and guidance

When your details are registered on the Common Housing Register, we will send you a user guide, which will provide a summary of the scheme. This information will include:

- How to find out about available properties
- How applicants are banded
- How to bid for advertised properties
- How the selection process works
- Who to contact for advice and information
- What checks will be made before an offer is confirmed
- The right to request a review of decisions

6. Assessment of applications

The majority of applicants will see that the system for assessing applications will change from points to bands. This is because the band system is easier to understand for applicants. The law says that we must give priority or 'reasonable preference' to certain categories of people who have more urgent housing needs than others. The bands that reflect 'reasonable preference' within the Tees Valley CBL scheme are Band 1+, Band 1 and Band 2. If your assessed housing need falls into a certain category, you will be placed in the band that reflects that need.

Erimus Housing and Coast & Country Housing already use a band system for assessing applications. Applicants registered on their allocation schemes will be reassessed to ensure they are placed in the correct band on the Tees Valley CBL scheme.

The new scheme is proposing to have 5 bands. The categories that fall within each of these bands are listed in the table at the back of this summary.

7. Applicable date

The date you registered your application is important to us. This is because it may be used as a tie-breaker if there is more than one person qualifying for the same property. If you are placed in Band 1+, Band 1 or Band 2, the date you entered the band will be used as the tie-breaker.

8. Advertising properties

One of the main changes you will see is that available properties across the Tees Valley sub region will be advertised on a weekly cycle and you will be invited to express your interest or bid on them. Each advert will be labelled to say who will be eligible to apply e.g. adapted properties will be aimed at people with disabilities. The adverts will include a description of the property and any other relevant information, such as the weekly rent charge and whether there have been any adaptations. The adverts will also include information about local amenities and recreational facilities e.g. schools, bus routes, shops, community and leisure centres.

Vacant properties will be advertised at the partners housing offices or you can view them from home or any locality offering internet facilities e.g. libraries, internet cafes etc. A weekly newsletter will be produced advertising the vacant properties, which will be available to you on request. A copy of the newsletter will also be sent to all registered social landlords, statutory and voluntary organisations across the sub region for people accessing their services.

9. How to express an interest

You can express an interest or 'bid' yourself if you have access to the internet or you can contact your local housing office where staff will do this for you. This means that rather than sitting back and waiting until you qualify for an offer of accommodation, you will have to be pro-active in checking the adverts each week and placing bids. You can also ask an advocate to place bids on your behalf e.g. family member, friend or support worker. You can place up to 3 bids on each weekly advertising cycle. We will make sure that help is on hand to guide you through the new system until you get used to it!

10. Making an offer of accommodation

A shortlist of qualifying applicants will be produced after each advertising cycle closes. Applicants in Band 1+ will be ranked first, followed by those in Bands 1, 2, 3 and 4. Applicants in Band 1+, 1 and 2 with more than one need will be given preference for an offer of accommodation over those with a single housing need in the same Band. If there are two or more applicants with a similar level of need qualifying for a property, the date they entered the Band will be used as a tie-breaker. If the Band date is the same, the date of application will be used. If the priority date and application date are the same and the level of need is similar, the deciding factor will be to offer the property to the applicant whose household best fits the property attributes to ensure best use of the stock.

The tie-breaker for Band 1+ will be the priority date. If the priority date is the same, the date of application will be used. If the priority date and date of application is the same, the current tenancy start date or commencement of owner occupation will be used to decide who receives the tenancy offer.

A local connection to the local authority and the behaviour of applicants will also be taken into account in deciding priority for an offer of accommodation.

Where properties are targeted at specific applicants, they will be given priority for that type of accommodation e.g. people with disabilities will be given priority for properties which have been adapted to meet particular needs.

11. Cumulative housing need

Some applicants may have cumulative or multiple housing needs and so their needs will be prioritised. The new scheme will identify those people who have more than one urgent or high housing need to ensure they are given priority for an offer of accommodation.

12. Local connection

The new scheme will have a local connection rule. This means that when a vacant property is advertised, preference will generally be given to applicants who have a local connection to that local authority area. A more detailed explanation of the local connection rule is included in the full draft policy document.

13. Housing Options

Local authorities and registered social landlords have seen the demand and competition for social housing increase dramatically due to changes in the housing market; this has meant that they have had to look at other solutions to satisfy the needs of people applying to them for housing. The Tees Valley CBL partnership recognises that they can offer other housing options to people applying through CBL. This means that you will be given advice about 'staying put' initiatives, mutual exchanges, part rent/part buy products and we will even advertise properties on behalf of private landlords and other registered social landlords to maximise your choice of tenure and improve your chances of being housed.

14. Support for vulnerable people

We will provide additional support for people who have difficulty in accessing the new system. This could be due to their age, infirmity, disability, literacy problems, sight or hearing impairments, language barriers etc. In these circumstances, bids may automatically be placed on their behalf or by people acting as their advocates. We will also work with relevant statutory and voluntary organisations to ensure that vulnerable applicants are given assistance in accessing the scheme and in supporting them in their tenancies once they have successfully qualified for an offer of accommodation.

15. Direct offers

Whilst the majority of properties will be advertised on the scheme, some will be held back for direct offers in the event of an emergency situation i.e. victims of fire/flood or where a particularly sensitive allocation is required. Vacant properties that are part of an extra care scheme for older people with particular needs will not be advertised on the scheme and will be subject to direct offers. A direct offer will in most cases be in date order of approval being given; however an offer may be outside of this order where there are particularly urgent housing needs. Where a direct offer is made, the lettings results will be made available to the public to ensure a fair, open and transparent service.

16. Feedback on lettings

We will publish the letting results to ensure openness and transparency. This means that you will be able to check who got what property. We will not disclose any personal details but we will tell you the successful applicant's band, priority date (if applicable), registration date and the number of bids placed on the property to help you evaluate your housing options and what your chances are of making a successful bid.

17. Reviews and complaints

Applicants will be notified of their right to ask for a review of certain decisions made about their application. Reviews and complaints will be investigated by the local authority or partner landlord that received the original application.

18. Equal Opportunities

The policy will aim to promote equal opportunity by preventing and eliminating discrimination on the grounds of gender, colour, race, religion, nationality, ethnic origin, disability, age, HIV status, sexual orientation or marital status. The impact of the policy will be monitored to ensure that it does not discriminate against any individual or particular groups, either directly or indirectly on race or equality grounds. In order to achieve this, all applicants will be asked to provide details of their ethnic origin and any other relevant information will be collected when they apply to join the Common Housing Register.

The following table outlines the categories included within each band.

Band 1+	
Category	Definition
Home loss through regeneration (decants)	People losing their home due to a recognised regeneration scheme within any one of the local authorities within the sub region; this includes council tenants, registered social landlord tenants, private tenants, owner occupiers and people living-in with the main householder (providing they have lived there as their sole or main home for at least 12 months.)

Band 1	
Category	Definition
Statutory homeless and homeless prevention	People who are assessed as statutory homeless and in priority need; people threatened with homelessness after 28 days; people who need to move on urgent medical grounds; people who need to move on welfare grounds; people living in unsafe or unsanitary housing conditions (as defined by the housing health and safety rating system) and there is a high risk of harm.

Band 2	
Category	Definition
High housing need	People living in overcrowded conditions and are 3 or more bed spaces short of requirements; people assessed as intentionally homeless or non priority homeless; people who need to move due to a high medical need; social housing tenants of the partner landlords that are under-occupying a house by 2 or more bedrooms; people with a child or children under the age of 10 occupying accommodation above ground floor level; people who need to move on hardship grounds; young people at risk.

Band 3	
Category	Definition
Other housing needs and efficient use of the housing stock	People leaving tied accommodation within the sub region; people eligible to succeed/assign to a tenancy and have a need or expressed wish to move to alternative accommodation; people who have suffered a relationship breakdown or divorced partners with shared child care; people who are 1 or 2 bed spaces short of requirements.

Band 4	
Category	Definition
No or low level housing need	People assessed as having no identified housing need; people assessed as having low level housing need.

CHOICE BASED LETTINGS (TEES VALLEY SCHEME)

Frequently Asked Questions

What is Choice Based Lettings?

Quite simply, Choice Based Lettings (CBL) is a system used by Councils and Registered Social Landlords to let their vacant properties. Under the current system, everybody completes an application form giving details of their housing circumstances. The application is then assessed and prioritised, usually through a system of awarding points, which is often quite complex and difficult to understand. As a suitable property become available, it is offered to the person at the top of the list who has been awarded the most points. This system allows an applicant to give an indication of the preferred area in which they wish to live, but they are not able to choose a specific property.

The CBL system is designed to offer more choice and involves applicants in selecting a new home. The process for assessing and prioritising applications is easier to understand as most schemes use a system for banding applicants to reflect their housing need i.e. applicants with more pressing needs than others are placed in a higher band, whilst those with less urgent needs are placed in a lower band. Vacant properties are advertised and applicants are invited to place a bid (express an interest);

this ensures openness, transparency and a customer led approach in choosing where they wish to live, which in turn should lead to more sustainable communities.

CBL is web based to enable applicants to participate in the scheme by accessing the internet without having to contact the housing office. However support and advice is still available for applicants who do not have access to the internet or for those who are vulnerable and have difficulties in using the scheme.

Why are we joining a sub regional Choice Based Lettings scheme?

The Government has set a target for all local authorities to introduce CBL by 2010 and they believe the best way of doing this is to work together as a sub regional or regional partnership. The Tees Valley CBL partnership is made up of a number of local authorities and registered social landlords who are working together to develop a customer focused choice based letting scheme, which will cover the whole of the sub region. A sub regional CBL scheme will bring together a larger pool of vacant properties, offering more choice for applicants. The resources and costs for developing and implementing the scheme will be shared between the partners, making it more efficient and cost effective to deliver.

Which local authorities and registered social landlords make up the Tees Valley CBL partnership?

The local authorities include Middlesbrough Council, Stockton Borough Council, Redcar & Cleveland Borough Council, Hartlepool Borough Council and Darlington Borough Council.

Their partner landlords include Erimus Housing, Tristar Homes, Coast & Country Housing and Housing Hartlepool.

We are hoping to bring on board more registered social landlords as the scheme develops further in the future.

When will the sub regional Choice Based Lettings scheme go live?

The scheme is currently under development and we are hoping to 'go live' next summer. We will carry out a publicity campaign nearer the time of implementation to keep you informed.

How do I apply to the sub regional Choice Based Lettings scheme?

If you have already registered an application with one of the partner landlords, your details may automatically be transferred to the Common Housing Register. We will contact you nearer the time of implementation to let you know what will happen. New applicants will have to complete an application form after the scheme goes live. This can be done online by accessing the website or by requesting an application form from your housing office. When your application is registered, you will be sent a letter informing you of the band in which you have been placed, your applicable date and your user name and password to enable you to access your details on the website.

How is my application assessed?

Your application form will be assessed and placed in the band that reflects your housing need. The sub regional CBL scheme is proposing to have 5 bands by which you will be assessed against set criteria. The summary of the draft allocation policy explains how the bands are broken down in the table at the back of the document.

Will my previous behaviour be held against me?

This depends upon the circumstances, how long ago it occurred and what you have done to improve things. If for example you owe rent arrears to your existing or former landlord, you will not be offered a property until the arrears are paid in full or you have entered into and stuck to a repayment plan. You will be suspended from the scheme if there is evidence to prove that you have been involved in a

serious criminal activity e.g. drug dealing or if you have done something, which makes you unsuitable to be a tenant. A new application can be made when you think your behaviour should no longer be held against you because you have made changes to improve your lifestyle. We will ask you to provide evidence of this.

What if my circumstances change?

You must notify us of any change in circumstances that could affect your priority within the scheme. Your application will be reassessed and placed in the band that reflects your level of housing need at that time.

What if I have more than one housing need?

Your application will be assessed against set criteria. If you have more than one housing need (cumulative need) within the priority band in which you have been placed, you will be highlighted and given preference for an offer of accommodation before people with only one housing need.

How will properties be advertised?

The partnership will advertise the majority of their vacant properties on the new scheme. You can access the website to browse and bid against the properties you see advertised across the sub region or you can telephone or call into one of the partner landlords' housing offices where staff will be on hand to help support you in choosing a home that best suits your housing need. Some of the housing offices will advertise the properties in their shop front window displays and all of them will produce newsletters detailing all the vacant properties advertised that week. A copy of the newsletter will be sent to all registered social landlords operating in the sub region and to all relevant statutory and voluntary organisations. We will also look at new ways of advertising available properties as technology develops further in the future.

Will all properties be advertised?

The majority of properties will be advertised. Some properties will be held back in the event of an emergency situation i.e. for victims of fire/flood or where a particularly sensitive allocation is required. Direct offers will be made in these circumstances. Vacant properties that are part of an extra care scheme for older people with particular needs will not be advertised on the scheme.

Will you advertise other housing options?

Yes. In order to help you make informed choices and to maximise your housing options, we will advertise properties owned by other registered social landlords and private landlords. We will also advertise low cost home ownership products, mutual exchanges and we will provide advice and information about 'staying put' schemes.

Will you advertise all vacancies on behalf of other registered social landlords not included in the partnership?

No. These vacancies will be advertised according to the nomination agreements that exist between the registered social landlords and the local authorities that are participating in the scheme. This means we will advertise approximately 50% of vacancies on behalf of other registered social landlords. We will provide contact details and links on the website to other registered social landlords for people that wish to make a direct application for housing to them.

What do you mean by 'bid'?

This means that you can express your interest in the vacant properties advertised. It does not mean that you have to use your own money to participate in the scheme. You will be able to bid on vacant properties yourself by accessing the website from home, at work or by visiting locations which provide internet facilities e.g. libraries, internet cafes etc. Alternatively you can telephone, e mail, post a bidding coupon or call into one of the partner's housing offices where members of staff will place bids on your behalf.

How often will properties be advertised?

On a weekly advertising cycle. This means that the system will be open for 7 days to allow you to bid for vacant properties. When one cycle closes down, another one opens to enable applicants to bid for properties that have become available that week.

Will I be eligible for all the properties advertised?

No. This is because certain properties will be set aside for particular descriptions of people e.g. sheltered schemes designed for older people will be labelled to say that only people over a particular age can apply. The property adverts will state the descriptions of people who will be considered.

Will I be able to bid for properties outside of my local authority area?

Yes. However a local connection rule will apply in most circumstances. A detailed explanation of this rule is included in the full draft policy document.

Will accessible properties be advertised for people with disabilities?

Yes. Vacant properties with adaptations will be advertised on the scheme and people with disabilities will be given preference for this type of accommodation.

How many bids can I place?

You can bid for up to 3 properties for each weekly advertising cycle.

What if I don't have access to the internet or have difficulty in bidding for properties?

You simply contact your local housing office and a member of staff will tell you what properties are available and will place bids on your behalf. If you are particularly vulnerable, the system will automatically place bids on your behalf or we will accept bids from a person or agency acting as your advocate.

How will you select people for the properties?

A shortlist of qualifying applicants will be produced from the IT system when the advertising cycle closes. The shortlist will prioritise applicants in order of their band and applicable date. Applicants in Band 1+ will be ranked first, followed by those in Bands 1, 2, 3 and 4 respectively. The computer system will highlight people with more than one urgent or high housing need within the priority bands to ensure they are considered first.

Will you publish the results of all lettings?

Yes, including those properties advertised on the scheme and those let as a result of a direct offer. This will help you see how fair, open and transparent the system is. We will publish the letting results on the website and the information will be made available at the participating landlords housing offices. The information published will help you see who got what property and you will be able to evaluate your position on the scheme against the position of the successful applicant. Please note we will not publish any personal data i.e. the successful applicant's name, date of birth or address.

CABINET REPORT

10 December 2007



Report of: Director of Neighbourhood Services

Subject: SUSTAINABLE MODES OF TRAVEL STRATEGY

SUMMARY

1. PURPOSE OF REPORT

To consider and approve the Sustainable Modes of Travel Strategy.

2. SUMMARY OF CONTENTS

The report includes background information on the Education and Inspections Act 2006 and an outline of the Sustainable Modes of Travel Strategy.

3. RELEVANCE TO CABINET

It is the responsibility of the Portfolio Holder for Neighbourhood and Communities but has relevance to other portfolios.

4. TYPE OF DECISION

This is a non key decision.

5. DECISION MAKING ROUTE

Cabinet will make the decision.

6. DECISION(S) REQUIRED

That Cabinet approve the sustainable modes of travel strategy and gives authorisation to publish the document on the Council website, to discharge the legal requirements of the Education and Inspections Act 2006.

Report of: Director of Neighbourhood Services

Subject: SUSTAINABLE MODES OF TRAVEL STRATEGY

1. PURPOSE OF REPORT

- 1.1 To consider and approve the Sustainable Modes of Travel Strategy.

2. BACKGROUND

- 2.1 The amended Education (School Information)(England) Regulations 2002 came into force on 1st June 2007 requiring Local Authorities to publish their sustainable modes of travel strategy on websites by the 31st August 2007, or as soon as practical. Hartlepool Borough Council published a draft strategy in time for this deadline, to enable the Local Authority to undertake consultation before publishing the final document.
- 2.2 The Local Authority is legally required to publish its updated Sustainable Modes of Travel Strategy by the 31st August each year.

3. CONSULTATION

- 3.1 To inform the development of the strategy it was necessary to undertake consultation with a variety of stakeholders.
- 3.2 Chairs of governors and head teachers of Hartlepool schools were notified of the consultation in writing and were provided with a copy of the draft strategy, inviting comments by the 1 November. The Assistant Director for Children Services presented the document to head teachers and chairs of governors on the 18 and 19 September 2007.
- 3.3 Consultation on sustainable travel issues was undertaken with 40 young people from schools across the town on the 26th September 2007, as part of a school travel plan celebration event.
- 3.4 Wider consultation was undertaken using the Council's online e-consultation tool. Responses were disappointingly low, with only ten respondents completing the questionnaire online.
- 3.4.1 Several key issues were raised and these have now been incorporated into chapter 6 of the document (see Appendix A).

4. FINANCIAL IMPLICATIONS

- 4.1 There are no financial implications.

5. OFFICER ADVICE

- 5.1 That the Cabinet approve the Sustainable Modes of Travel Strategy and gives authorisation for this document to be published on the Council's website to discharge the legal requirements of the Education and Inspections Act 2006.

Sustainable Modes of Travel Strategy

2007 - 2011



Sustainable Modes of Travel Strategy

2007 - 2011



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Chapter 1

Sustainable Modes of Travel Strategy 2007 - 2011

Introduction





Hartlepool Town Centre



Hartlepool is hosting the Tall Ships Race in 2010



The Tees Bay

1 Introduction

This document is Hartlepool's Sustainable Modes of Travel Strategy. The strategy illustrates how Hartlepool Borough Council intends to discharge the statutory duty within section 508A of the Education & Inspections Act 2006, the local authority duty to promote sustainable travel.

This duty applies to children and young people of compulsory school age and below, and young people over compulsory school age but under 18, in general, rather than to each individual child or young person. Within the context of this strategy, sustainable modes of travel are those that may improve the physical well being of those who use them, the environmental well being of those who use them, or a combination of the two.

Over the past twenty years the proportion of children travelling to school by car has almost doubled, despite many pupils living close enough to school to walk. With traffic continuing to rise, school related travel has a vital role to play in bringing about traffic reduction and creating safer, sustainable and healthier routes to schools and colleges in Hartlepool.

Available transport choices can significantly affect the ability of young people to access suitable education. Poor access to employment, education, health care, shopping, leisure and other opportunities can also result in social exclusion and impact on quality of life. Improving accessibility is the highest priority within Hartlepool's Local Transport Plan.

Both the assessment of pupil need and an audit of the sustainable transport infrastructure that supports travel to school have been paramount in informing the development of this strategy. The strategy is a statement of the authority's overall vision, objectives and work programme for developing an infrastructure to meet the future demands on transport provision for children and young people who live in the Borough of Hartlepool.

Chapter 2

Sustainable Modes of Travel Strategy 2007 - 2011

Scope





58% of primary school children walk to school
(School Census, January 2007)



1% of all pupils currently cycle to school
(School Census, January 2007)



16% of secondary school children travel to school using a service bus
(School Census, January 2007)

2 Scope

This strategy applies to home to school transport to children and young people of compulsory school age and below, and young people over compulsory school age but under 18, in general, rather than to each individual child or young person.

Within the context of this strategy, the Education and Inspections Act 2006, defines sustainable modes of travel as those that may improve the physical well being of those who use them, the environmental well being of those who use them, or a combination of the two.

Chapter 3-4

Sustainable Modes of Travel Strategy 2007 - 2011

Context & Legal Requirements





3 Sustainable Modes of Travel: Context

Hartlepool is a small unitary authority formed in 1996 and is one of the five local authorities, which make up the Tees Valley (the others being Middlesbrough, Stockton on Tees, Redcar & Cleveland and Darlington): -

	Total Population Mid-2006	Male Population Mid-2006	Female Population Mid-2006	Area (hectares)	Population Density (persons per hectare 2006)	Number of Households (2006)	Number of Schools (2007)
Darlington	99,800	48,400	51,400	19,747	5.1	45,100	45
Hartlepool	89,600	43,500	46,100	9,386	9.5	40,000	40
Middlesbrough	137,300	67,300	70,000	5,387	25.5	58,200	60
Redcar & Cleveland	137,200	66,600	70,500	24,490	5.8	59,400	60
Stockton-on-Tees	187,100	92,800	94,300	20,390	9.2	76,900	86
Tees Valley	651,000	318,700	332,300	79,400	8.2	279,500	291
North East	2,529,000	1,232,900	1,296,100	857,319	2.9	1,116,000	1284
England & Wales	53,463,000	26,231,000	27,232,000	15,101,270	3.5	22,900,000	25,052

Source: TVJSU/ONS

Hartlepool is located in the southern part of the North East region, on the coast at the eastern end of the Tees Valley and has a significant port facility. The A19 passes through the western rural part of the Borough. It is a compact Borough with a population of approximately 91,000. The town has seen a major transformation over the last 10 years through regeneration programmes and private sector investment.



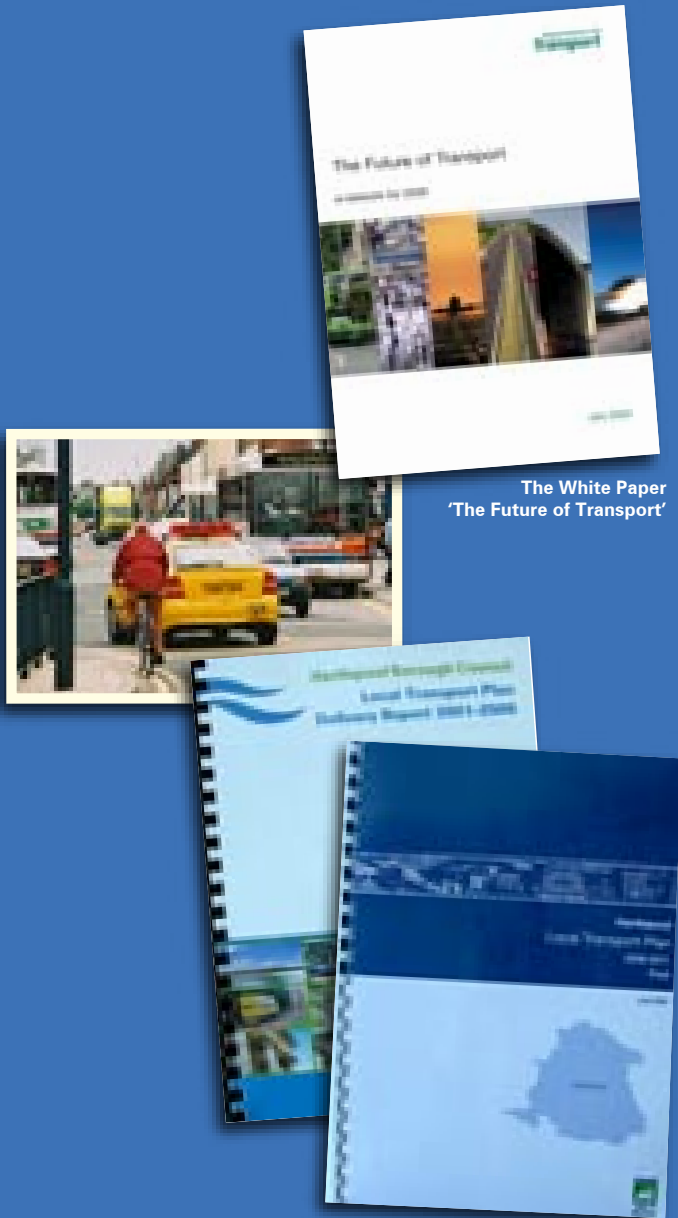
The Government is committed to promoting sustainable transport to address congestion



Hartlepool is in Wave 5 of the building Schools for the Future programme.

Schools

There are currently 31 primary schools, 7 secondary schools, one nursery school and a pupil referral unit within Hartlepool. Two are special schools, catering for pupils of both primary and secondary age. Post 16 Education is currently offered at English Martyrs Sixth Form, Hartlepool College of Further Education (HCFE), Hartlepool Sixth Form College and Cleveland College of Art & Design (CCAD). In addition to this, Catcote School offers educational opportunities up to 25 years of age. There are no independent schools in Hartlepool.



The White Paper
'The Future of Transport'

Hartlepool Borough Council's Local Transport Plans

Transport

The White Paper 'The Future of Transport' highlights the Government's commitment to reduce congestion and promote sustainable modes of transport. It clearly identifies the use of smarter travel choices to encourage people to consider and use alternatives to their cars, as one of the key strategies to help local government deliver these outcomes.

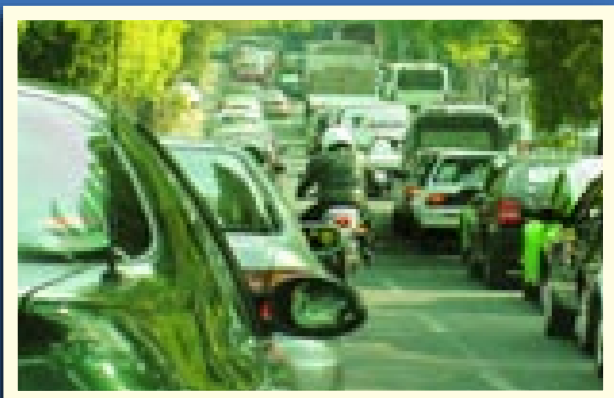
Hartlepool's second Local Transport Plan (LTP) describes a long-term transport strategy for the Borough and sets out a programme of transport improvements to be delivered over the next five years to address the identified local transport problems. A new vision for transport has been developed that reflects the central role of transport in contributing towards the vision for Hartlepool's community.

The aims of the LTP strategy are:

- To promote social inclusion by ensuring everyone can access the key services and facilities that they need
- To improve the overall safety and security of the transport system for everyone
- To ensure that traffic congestion does not hinder continued economic growth and regeneration
- To reduce the environmental impact of transport on air quality, noise and climate change

A key objective within the LTP is to encourage more sustainable modes of travel, especially in urban areas. This will be achieved over the next five years through:

- Development of a core network of bus routes with high frequency bus services and infrastructure improvements
- Development of a network of cycling and walking routes with associated infrastructure improvements
- Improved public transport interchange facilities
- Managing travel demand through car parking availability and cost
- Promoting smarter choices including travel planning, travel information, marketing and promotion and car sharing



The Government is committed to promoting sustainable transport



- Integrated land use and transport planning to reduce the need to travel
- Re-allocation of road capacity in favour of buses, cyclists and pedestrians
- Enhanced road safety education and training programmes linked to school travel planning

Hartlepool's Integrated Transport Unit

A study made by the corporate Strategic Transport Group earlier this year examined a move towards an Integrated Transport Unit, to ensure the development of combined procurement arrangements across services, ensuring clear links with public transport functions within Hartlepool Borough Council.

The vision of the Hartlepool Integrated Transport unit will be to create a sustainable cross-sector transport structure that ensures best value in meeting the diverse and changing travel needs of users and communities in accessing services. To achieve this vision, a clear set of objectives has been devised to set up a transport structure for Hartlepool:

- To provide a high quality, safe, sustainable and accessible transport service
- To generate efficiencies through improved coordination of procurement and transport provision
- To maximise the use of existing internal transport resources
- To develop a flexible transport service that can respond to changing Government priorities and future need
- To create a specialist team of transport professionals, providing advice and expertise across all directorates

Health

The Healthy Living Blueprint for Schools (2004) produced by the former Department of Education and Skills recommends that children should be encouraged to walk or cycle part or all of the way to school where ever it is safe and practical. It emphasises the need for schools to put in place school travel plans to promote more sustainable, healthy and safe travel.

Our Healthier Nation (1999) includes the recommendation that children should undertake one hour of physical activity per day for long-term health. Walking or cycling



A school must be working towards the development of a school travel plan to be awarded healthy schools status

to school can play a significant part in achieving this target and within Hartlepool School Sports Partnerships are in place to assist schools in delivering these outcomes.

The National Healthy School standard is jointly funded by the DCSF and the Department of Health (DoH) and is part of the Government's drive to improve health inequalities and raise educational standards. School travel plans are a prerequisite to the physical activity theme, but also link closely to Personal, Social and Health Education (PSHE) and Citizenship. The Healthy Schools Coordinator works closely with the School Travel Adviser (STA) to engage schools in the physical activity module.

Education

The Children Act 2004 is the legislative spine on which local authorities are reforming their children's services as this imposes a requirement for a Children and Young Peoples Plan to be drawn up by each Local Authority. Although the Children and Young People's Plan does make reference to road safety within the stay safe element of the document, the department will be reviewing the plan in May 2008 to ensure stronger links to this strategy are developed.

Authorities and partners prepare an annual assessment and periodic Joint Area Reviews (JARs) of the way in which services are working together locally to improve outcomes. These will feed into the Comprehensive Performance Assessments for Local Authorities. The report of the Hartlepool JAR published in March 2007 noted that 'Good action is taken to ensure that children and young people and carers know about key risks to their safety.'

Since September 2005 schools are required to report on how they have met the 5 key outcomes for children as stated in the Children's Act 2004 Every Child Matters:

- 1 Staying healthy (and encouraging healthy lifestyles)
- 2 Enjoying and achieving (getting the most out of life and developing broad skills for adulthood)
- 3 Keeping safe
- 4 Making a positive contribution to the community
- 5 Social and economic well being

4 Legal requirements

The provision of home to school transport is governed by four Education Acts:

- The 1944 Education Act, which requires local authorities to provide free transport on distance grounds
- Section 509(4) of the Education Act 1996, which requires local authorities to take certain factors into account when deciding whether or not it is necessary to provide transport
- The Education Act 2002, which requires local authorities to make arrangements to assist post 16 students with transport costs
- Section 508A of the Education Inspections Act 2006, which places a general duty on local authorities to promote the use of sustainable travel and transport



The Travelling to School Initiative was launched in September 2003

Chapter 5

Sustainable Modes of Travel Strategy 2007 - 2011

Educational Reforms



5 Educational reforms

Current educational reforms will have major implications for home to school travel: -

14-19 Diplomas

By 2013 all 14-19 year olds should have access to a full range of diplomas in vocational subject areas. As it is unlikely that all schools will be able to offer all diplomas it is likely that pupils will be required to travel during the school day to access specific facilities and curriculum.

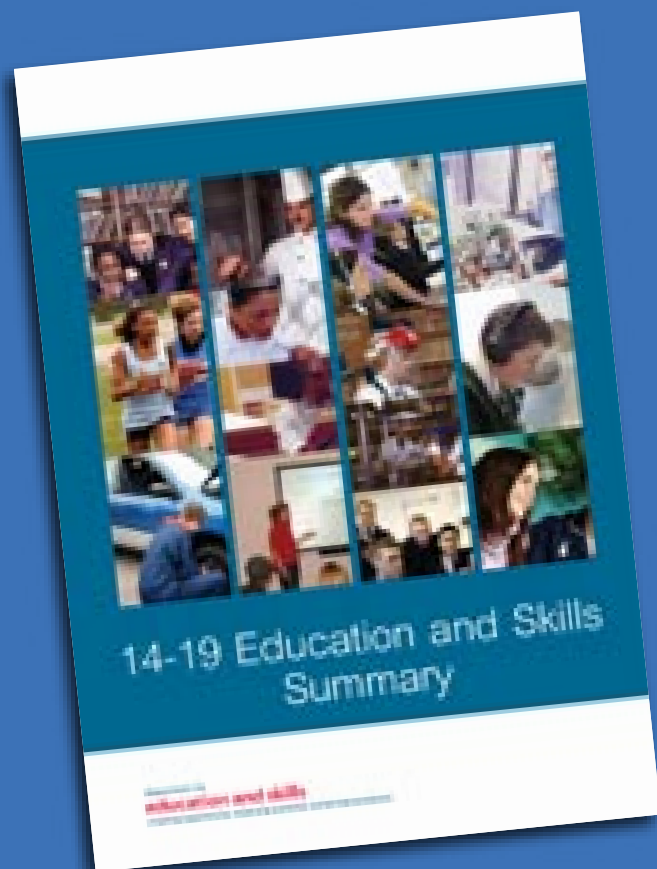
The five secondary schools with specialist school status, along with the special school which also has specialist school status are working with Cleveland College of Art and Design, Hartlepool College of Further Education, The Sixth Form College, a variety of work based providers and community and voluntary organisations to actively promote education and training for all young people aged 14-19. They are taking the lead in developing the Diploma, International Baccalaureate and are incorporating changes to G.C.S.E.'s and A level programmes.

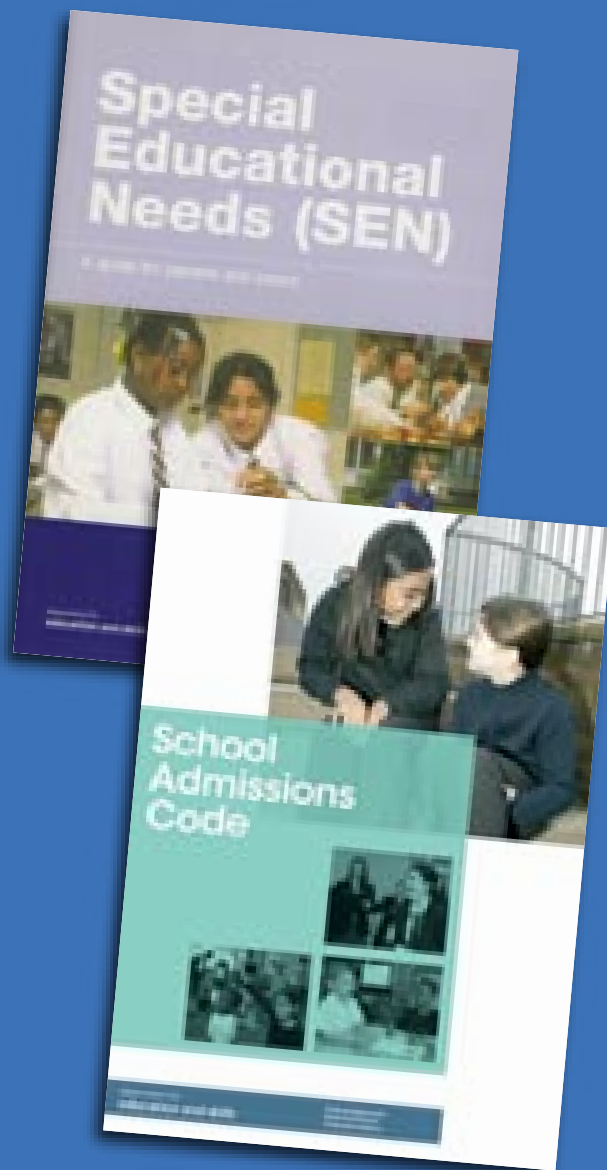
These changes will allow a much greater choice of learning opportunities for young people in Hartlepool and requires the 14-19 Partnership to work in collaboration to ensure that they meet the needs of all learners.

In 2008, Hartlepool will be delivering the Engineering Diploma, which will be centred on specialist engineering at St Hilda's, 'Hard Technology' at Dyke House School and the high quality CoVE facilities at Hartlepool College Of Further Education. Obviously this will require young people to move between facilities. During 2007-2008 detailed planning is being undertaken by the BSF Steering Group who will produce a plan supporting the introduction and development of the 11-19 reform programme. A key constituent of the planning framework will be to develop a sustainable travel plan that will allow young people the opportunity to access the specialist facilities.

Extended Services / Schools

Primary Schools have to provide access to child care on the school site or through other local providers, with supervised transferred arrangements where appropriate, 8am – 6pm five days a week, 48 weeks of the year. Secondary schools need to make the school available as a safe place before and after school hours to this core offer by 2008 and all schools by 2010. 80% of schools in Hartlepool provide the full core offer.





Children with disabilities or special educational needs must be able to use all of the new services. Within Hartlepool a team of Locality Managers have been appointed in order to take the strategy forward. Each Locality Manager will work with the appointed Transport Consultant to ensure that transport is a fundamental theme when planning Extended Services. Each locality has specific requirements that will be developed and included in the Sustainable Modes of Travel Strategy for Hartlepool.

Admissions

The School Admissions Code came into force on 28 February 2007 and applies to all maintained schools and Academies when setting their admission arrangements for September 2008 and subsequent years. This new School Admissions Code underpins the Government's aim to create a schools system shaped by parents which delivers excellence and equity, developing the talents and potential of every child, regardless of their background; a system where all parents feel they have the same opportunities to apply for the schools they want for their child.

Hartlepool Borough Council operates a co-ordinated admissions process. This means for each process all children will receive the offer of one school place on the same day. Applications to all schools must be made on the appropriate application form. Applications to community and voluntary-controlled schools are assessed in accordance to the criteria published in the admissions booklet. The rules for voluntary-aided and foundation schools are also published in the booklets.

BSF / Primary Capital

Hartlepool Borough Council is an excellent authority, as judged by the Corporate Performance Assessment (CPA) process and will be ready to be launched in Wave 5 of the Building Schools for the Future (BSF) programme by Autumn 2007. The Hartlepool vision for secondary provision is driven by a determination to enable all young people to achieve their full potential through personalised learning.

Chapter 6

Sustainable Modes of Travel Strategy 2007 - 2011

Stakeholder Consultation in Strategic Development



6 Stakeholder consultation in strategy development

To inform the development of this strategy was necessary to undertake consultation with a variety of stakeholders (see Table 6.1).

Table 6.1 Involvement of stakeholders in strategy development

Who?	How?	When?
Education & Inspections Act Group	Key officers within the LA across Children Services and Neighbourhood Services meet monthly to forward plan for the regulations	Apr 2007
Local Authority	Regulations came into force	1 Jun 2007
Education & Inspections Act Group	Key officers within Neighbourhood Services have undertaken an assessment of pupil needs and an audit of infrastructure.	1 Jun -31 Jul 2007
Strategic Transport Group	Received a copy of the draft strategy for comment / amendments	1 Aug 2007
Cabinet - draft strategy presented	A report was taken to cabinet outlining the draft strategy and seeking approval to publish the document on the Council's website	17 Aug 2007
Parents - Admissions Booklet to include reference to sustainable travel information	The LA has a legal duty to sign post parents to the 'Sustainable Modes of Travel Strategy' and publish a summary of the key information alongside admissions information.	31 Aug 2007
General Public	The draft strategy was published on the Council's website inviting comments through e-consultation.	1 Sept 2007
Head Teachers & Schools	A letter and a copy of the draft strategy were sent to all Head Teachers inviting them to provide comments.	Mid Sept 2007
Governors Association	The Assistant Director for Children Services presented the strategy to the Chairs of Governors	18 & 19 Sept 2007
Young People	40 young people from schools across the town participated in workshops to identify their priorities on school travel	26 Sep 2007
Strategic Transport Group	Update on strategy development and pathfinder proposal	Nov 2007
Cabinet – final strategy	A report will be taken to cabinet outlining the final strategy and seeking approval to publish the revised document on the Council's website	10 Dec 2007
General Public	Final Strategy published on HBC website	1 Jan 2008



Consultation was undertaken using the Council's e-consultation tool



All school travel information is hosted on Hartlepool Borough Council's portal



Dyke House School has an established school travel group, which coordinates the delivery of their school travel plan

Consultation with young people

40 young people from primary and secondary schools across the town participated in a workshop on the 26th September 2007, to identify the barriers to walking, cycling, using public transport to and from school. The young people were also asked what improvements they wanted incorporating into the strategy to increase travel choices for young people over the lifetime of the strategy.

Table 6.2 Summary of the consultation with young people

Walking	Bus Travel	Cycling
Walking improvements and incentives young people liked the most included pedometers, Hartley the Hedgehog logo bugs, reflective keyrings, walking buses, umbrellas, bags, car free zone around schools, buddy secondary school pupils with younger pupils, golden boot award. Pedometers were the most popular incentive with 15 pupils expressing it as their preference.	Problems faced by young people when using bus travel included being charged full price instead of half fare, bullying, smoking on the bus, using the EMA on all transport costs, limited times that they can use their bus pass, over crowding on the 456 and no 12 every morning. The young people really wanted to see a flat fare scheme of 50p for any single journey and more flexibility with their bus pass. There was a suggestion for bus timetables to display times in the digital format as they found understanding them difficult. Music, seat belts, cleaner buses and friendly drivers were all improvements that would help to encourage travelling by bus.	Lack of cycle storage was a key issue for young people, as their schools do not have sufficient provision. The young people felt that there was not adequate cycle training for older pupils or funding to help them get cycle helmets or clothing with their school name.

Electronic Consultation Findings

The response to the Council's e consultation was very poor with only ten respondents completing the questionnaire on line. When the strategy is published in September 2008 further consideration will be given to engage more people in the consultation process. However, despite the low numbers several key issues were raised:

- There is a need to link travel preferences to obesity and health awareness.
- The Council should encourage local travel providers to open local travel centres where they can find information on local public transport options and book travel or buy tickets.
- The Council should encourage a single ticket that can be used on any public transport, trains, taxis etc.



Dyke House School has an established school travel group, which coordinates the delivery of their school travel plan



Hartlepool Borough Council publishes bus timetable information each year for all residents in Hartlepool

- Smaller buses or mini buses should be used for times when demand is low to save clogging up the roads and proving more flexible bus timetables.
- Many pupils who attend Greatham Primary School live in the Fens and have to cross the A689.
- Warden controlled buses.
- Secondary schools should be near the centre of their nominated catchment zones.
- The secondary schools in Hartlepool are not based at the centre of the communities they serve.
- Will buses operate to cover the extended school day 8am to 6pm?
- More traffic calming measures required for safe cycling to school.
- A flat fare scheme would be worth trying out if there are subsidies for low income groups.

Chapter 7

Sustainable Modes of Travel Strategy 2007 - 2011

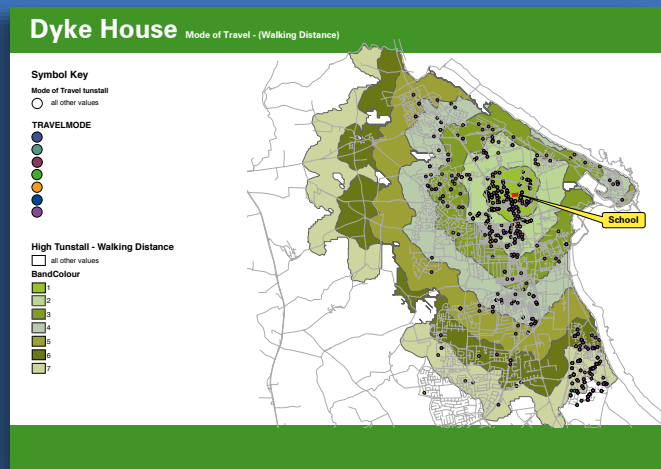
Assessment of Need and Audit of Infrastructure



7 Assessment of Need & Audit of Infrastructure

To inform the development of this strategy and its associated action plan, an assessment of need and audit of infrastructure has been undertaken on how children and young people travel to and from school and college.

Mapping outputs on mode of travel to school and geographical information systems have been used to undertake the audit of infrastructure for every secondary school in the town. An example of the type of information under development is illustrated below:



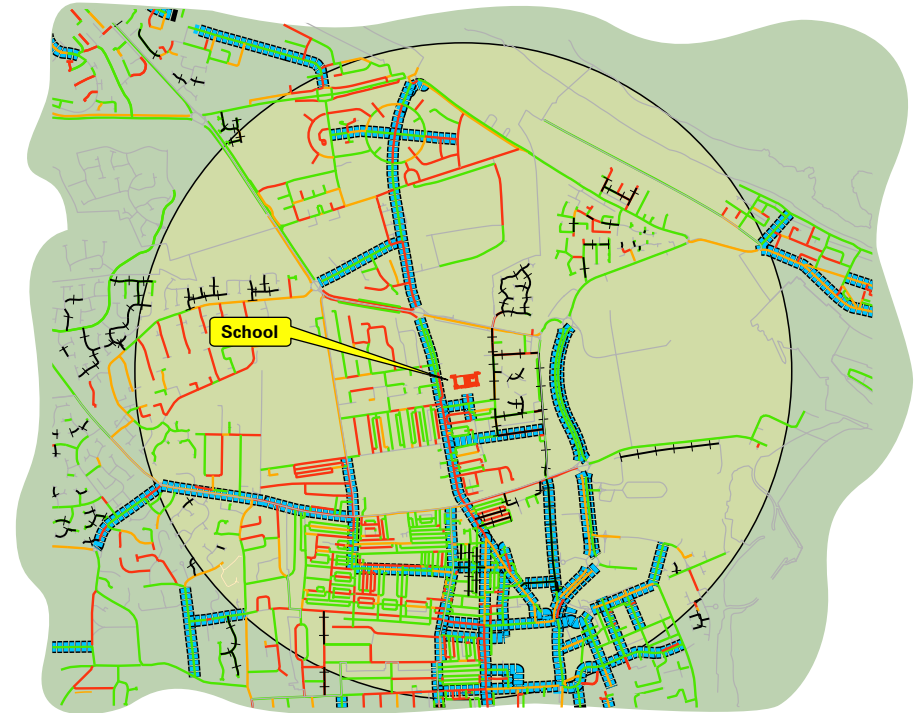
Walking time brands have been created using Accession software

Dyke House Highway Network Information

Symbol Key
— Traffic Calming

Road Condition 2006-07

- Good Condition
- Failed
- Requires Inspection
- Cat 1 & 2 Footways



Chapter 8

Sustainable Modes of Travel Strategy 2007 - 2011

Current School Travel Patterns



8 Current School Travel Patterns

In January 2007, all schools in Hartlepool were asked to collect data to identify 'how pupils usually travel to and from school' via the school census. Although it is only mandatory for schools with a school travel plan to collect data in this way, all but one school returned data to the Local Authority. Therefore, this information should provide a very accurate picture of how pupils are currently travelling to school in Hartlepool. Conducting hands up surveys with all schools in the town collected this data prior to January 2007.

Local Survey Results

The survey found that the majority of pupils in Hartlepool walk to school, with just over a quarter travelling by car and approximately 10% travelling by bus. Only 1%, of both primary and secondary school children, cycle to school, however this is inline with the national average. The results of the survey, broken down by primary and secondary schools can be seen in the table below:

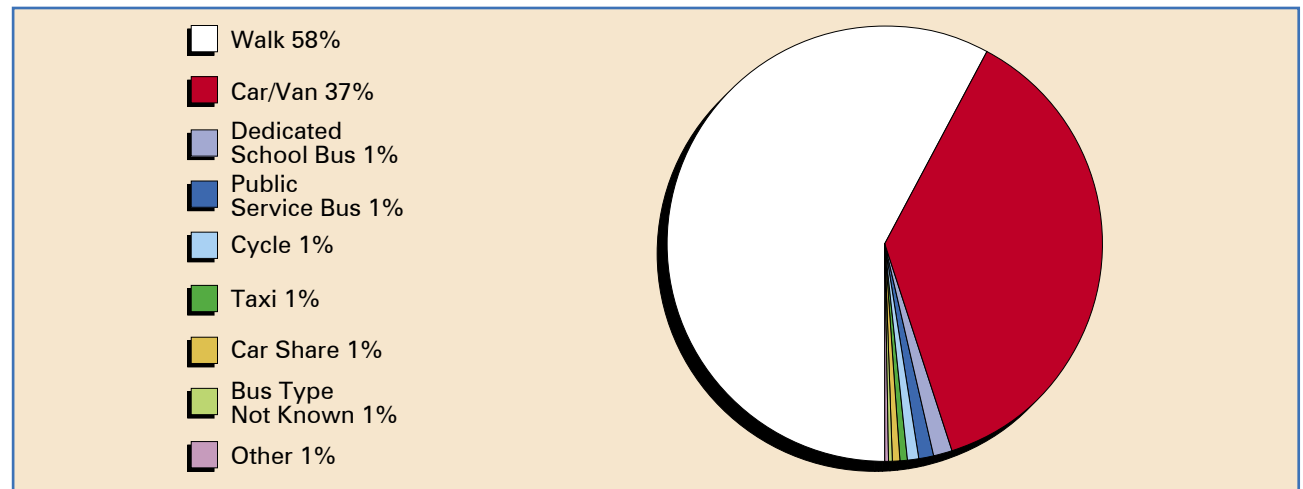
Table 8.1: Number of pupils travelling by each mode (for the majority of their journey) to schools in Hartlepool

	Bus (Type not known)	Car/Van	Car Share	Cycle	Dedicated School Bus	Other	Public Service Bus	Taxi	Walk	Total Number Surveyed	Total On role
Primary School	23	3368	48	64	112	16	106	61	5246	9044	9217
Secondary School	14	689	15	63	129	4	817	36	3337	5104	6642
Combined	37	4057	63	127	241	20	923	97	8583	14148	15859

One Hartlepool Secondary School did not provide data.

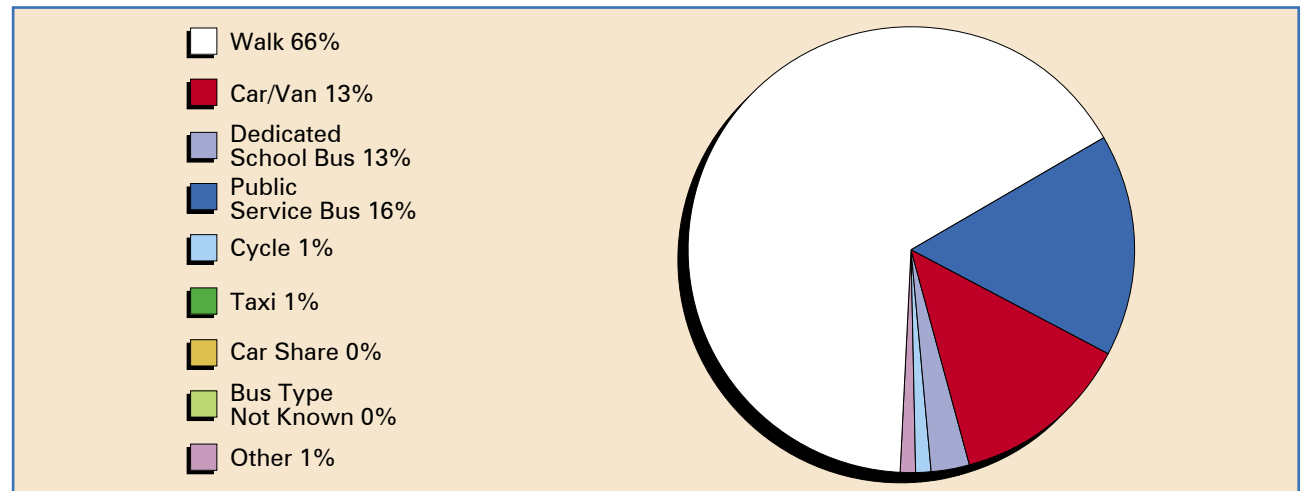
The following pie charts illustrate the modal split in both primary and secondary schools, with data taken from the school census in January 2007. Census data, on how pupils usually travel to school, was returned for 9044 primary school pupils, out of a possible 9217 and 5104 secondary school pupils out of a possible 6642.

Figure 8.1 Primary School Census Data 2007



Encouragingly it can be seen that well over half of primary school pupils usually walk to and from school, with approximately 37% travelling by car/van. 2.6% of primary school children usually travel by bus and only 0.7% currently cycle to and from school, which equates to 64 pupils.

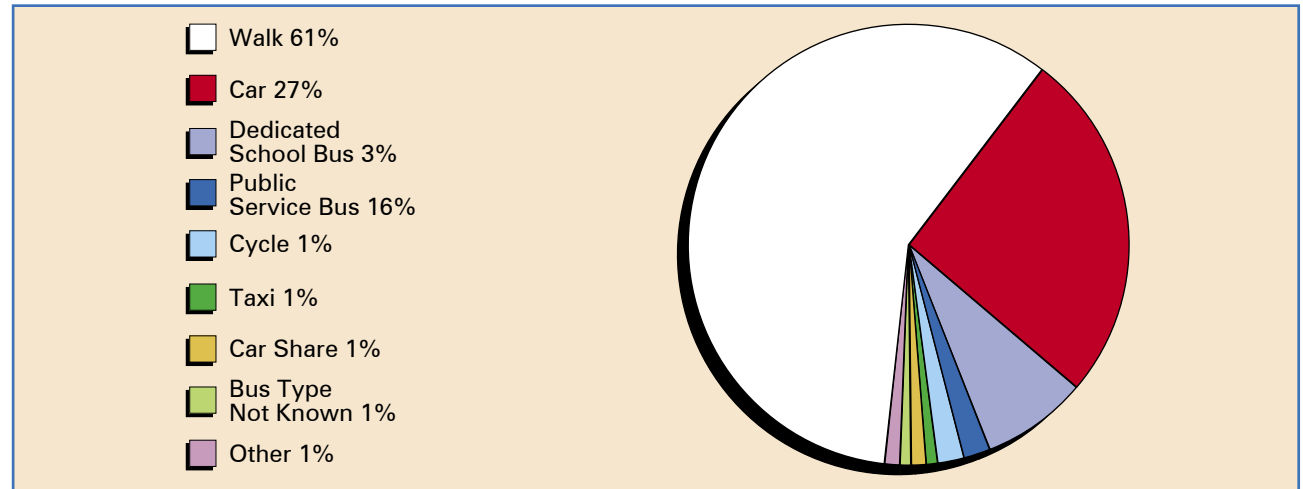
Figure 8.2 Secondary School Census Data 2007



**One Hartlepool Secondary School did not provide data.*

Due to the small number of secondary schools in the town the absence of a return from one secondary school will significantly affect the reliability of the data. However the pie chart illustrates that approximately two thirds of secondary school pupils, who participated in the survey, usually walk to and from school, whilst 18.8% travel to school by bus. The numbers cycling to school are relatively low, but not dissimilar to the national average.

Figure 8.3 All Pupils Census Data 2007 (5-16 yrs)



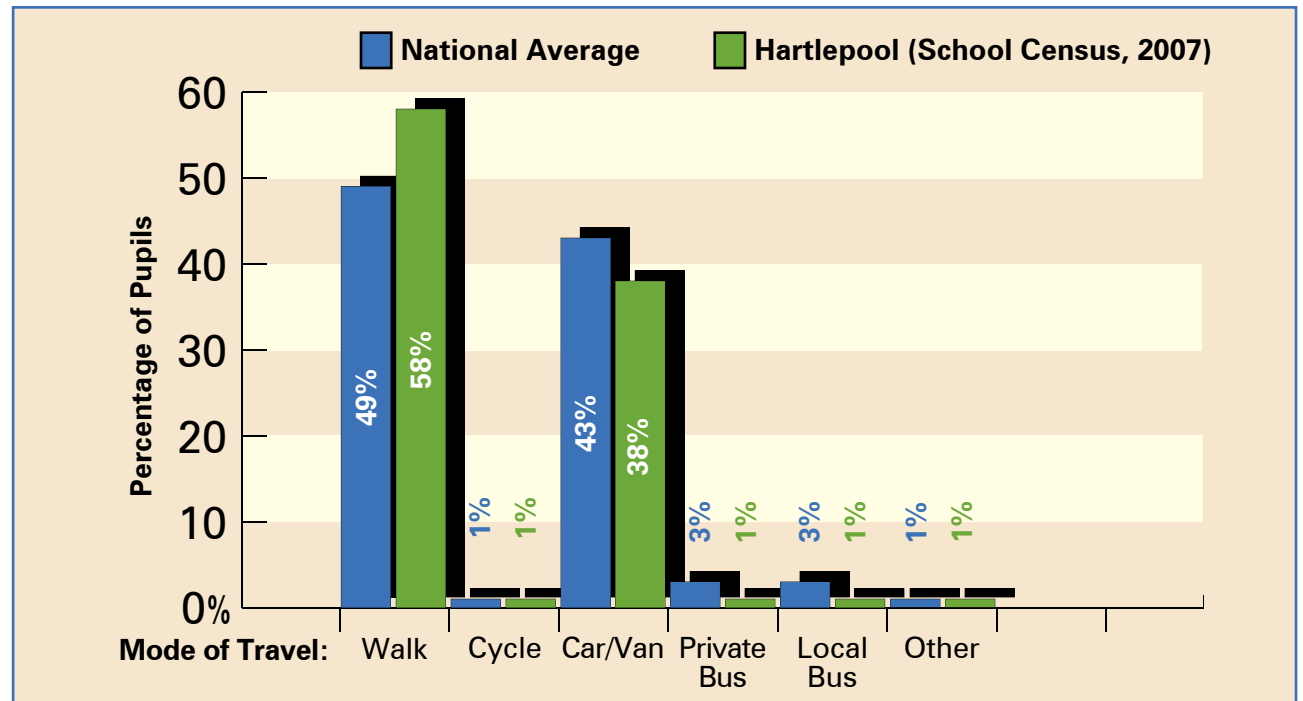
It is now mandatory for all schools with approved school travel plans (STP) to collect 'usual mode of travel to school' data and to include it each January in their Spring Census return. Based on this data, local authorities are required to set targets for Local Transport Plan (LTP) mandatory indicator LTP4 and submit these to Department for Transport by 31 August 2007 at the latest. The baseline and target set for LTP4 mandatory indicator purposes should be set in accordance with the updated guidance on the LTP2 Mandatory Indicator on Mode Share of Journeys to School (LTP4). The pie chart above illustrates how pupils age 5 – 16 years usually travel to school in Hartlepool. This data will be used to set the baseline for the Council and monitor changes in school travel patterns, as required when setting the Local Transport Plan Mandatory Indicator.

National Comparisons

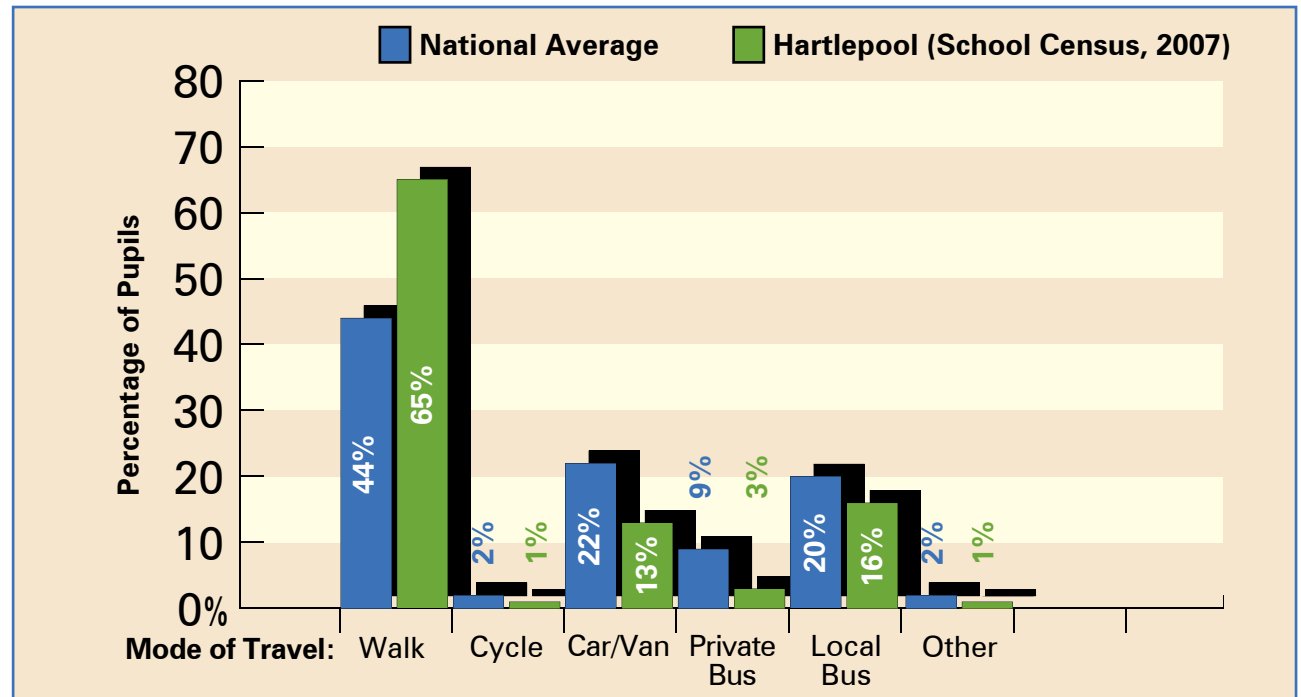
The graphs below compare how pupils travel to school in Hartlepool (using the January 2007 school census data) with national data taken from the National Travel Survey 2005, produced by the DFT. The graphs comprise data from children attending both primary and secondary* schools.

* One Hartlepool Secondary School did not provide data.

Figure 8.4: Percentage of primary pupils travelling by each mode (for the majority of their journey) to schools in Hartlepool, compared to the National Averages.



Figures 8.5: Percentage of secondary pupils travelling by each mode (for the majority of their journey) to schools in Hartlepool compared to the National Averages



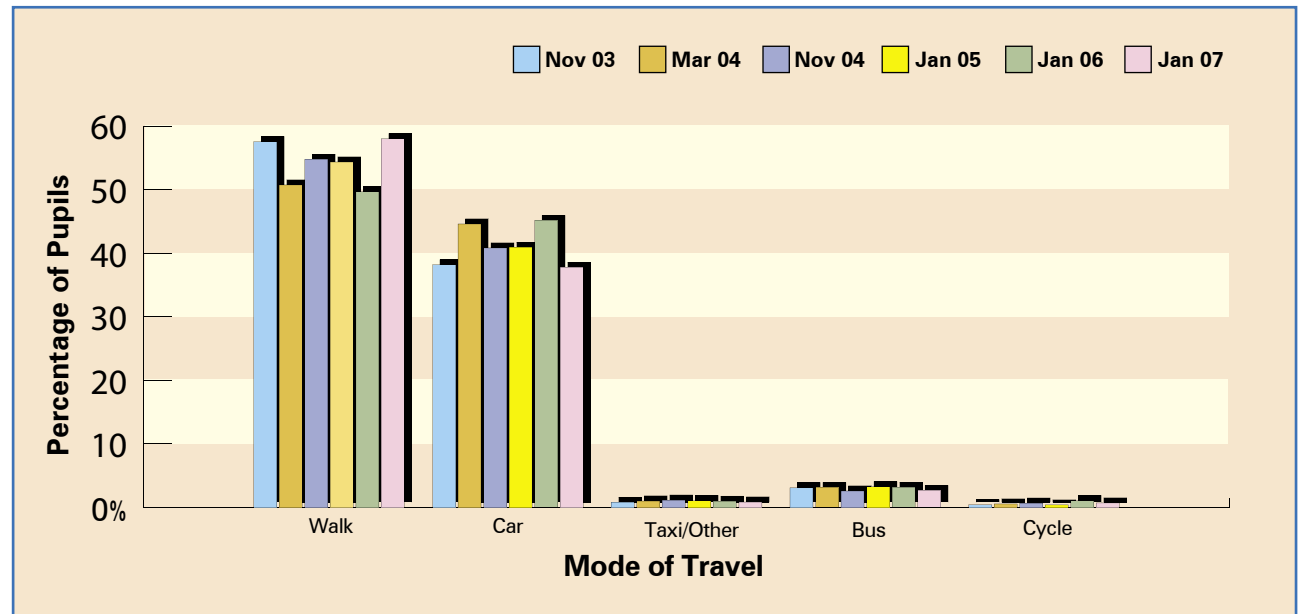
Hartlepool compares favourably with the national average in that a greater proportion of pupils surveyed, both of primary and secondary ages, walk to school and a smaller proportion travelling by car. However a smaller proportion of pupils travel by bus and a smaller proportion of secondary school pupils cycle to school, compared to the national average.

Travelling to School Trends

The following graph shows the results from the hands up surveys, conducted in Hartlepool primary schools from November 2003 to January 2007. When analysing the data, it should be taken into account that in the absence of a national data collection method the categories of mode of travel have changed between November 2003 and January 2007, for each of the surveys conducted.

Within these figures 8.6 & 8.7 car, van and car share have been expressed as car, and taxi and other have been illustrated as one category.

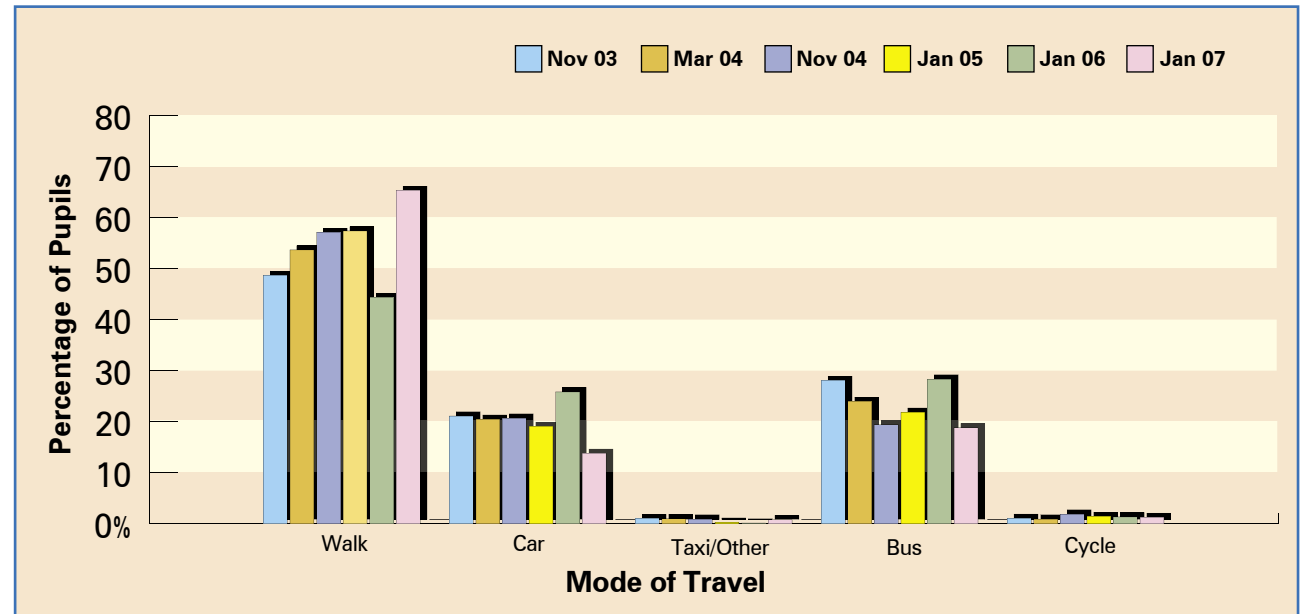
Figure 8.6 Primary School Travel Trends



Not all primary schools returned data every year, this should be taken into account when analysing the trends over time. Other influences, such as, seasonal factors, socioeconomic influences, and the type of school could also account for the variation in data.

Figure 8.7 shows the results from the hands up surveys that have been conducted in Hartlepool secondary schools from November 2003 to January 2007.

Figure 8.7 Secondary School Travel Trends



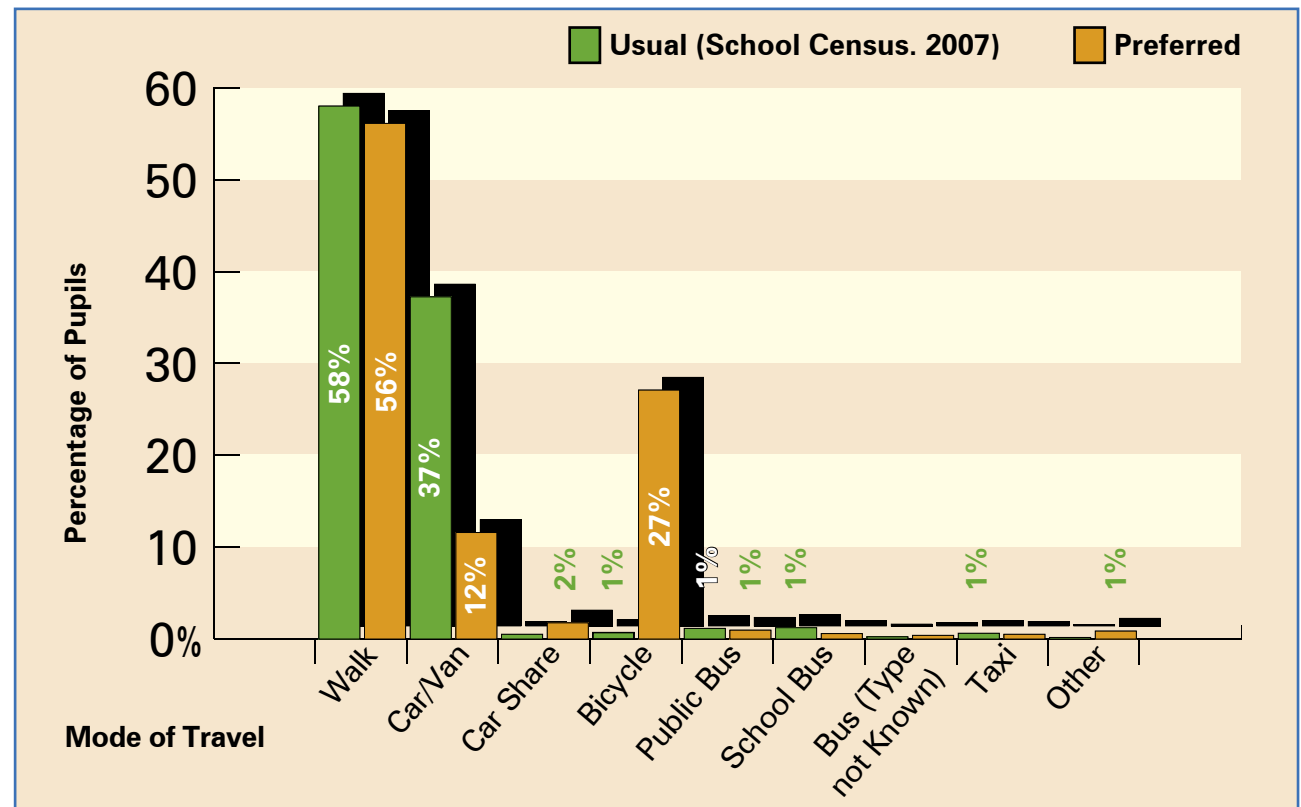
The graph shows that the percentage of pupils walking to school rose steadily from November 2003 (49%) to January 2005 (57%) and then decreased dramatically in January 2006 to 44%. However the numbers of pupils who participated in this survey was far less than in previous years and this may have distorted the trend, as it can be seen in January 2007 the percentage of pupils walking peaked to it's highest.

Again, not all secondary schools took part in each survey causing difficulties when trying to analyse the data on a town wide basis, as all of the schools have very different travel to school patterns. English Martyrs School, for example, has a higher proportion of pupils travelling to school by bus than any of the other schools in the town. English Martyrs School took part in the November 2003, March 2004 and January 2006 hands up surveys but not the November 2004, January 2005 and January 2007 hands up surveys. This could possibly explain the drop in the percentage of pupils travelling by bus in November 2004 and January 2005 and the significant increase in January 2006.

Preferred Mode of Travel

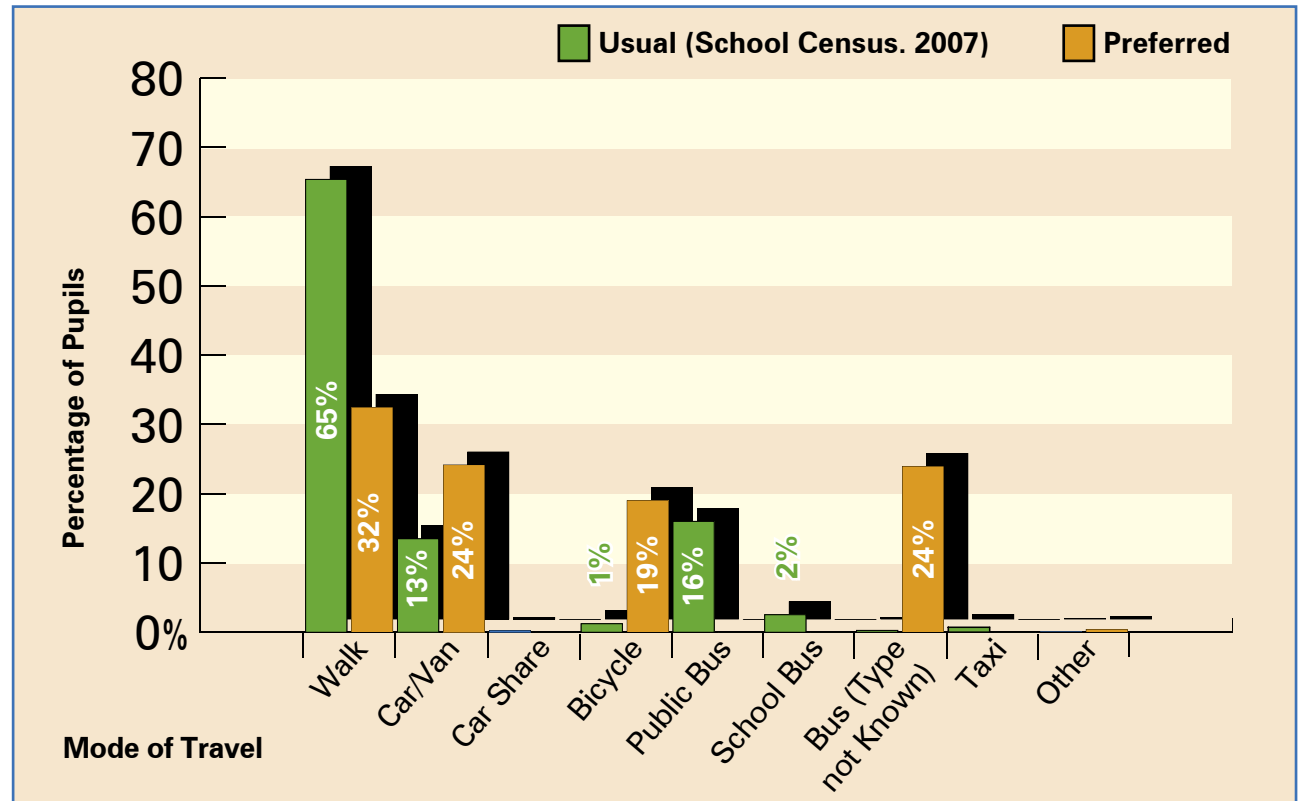
A sample of pupils were surveyed on how they would prefer to travel to school. This data was gathered from the Walk to School Week surveys in May 2007 and from the consultation carried out with pupils by schools, which submitted a travel plan in 2007. 43% of nursery and primary school pupils were surveyed and 30% of secondary and sixth form pupils were surveyed.

Figure 8.8 Usual (Census 2007) Vs Preferred Mode of Travel Data (2007)- Primary



When comparing the usual mode of travel to the preferred mode of travel, more primary school children, if they had a choice, would prefer to walk, cycle and car share to school. A lot less pupils would prefer to travel by car than are currently doing so.

Figure 8.9 Usual (Census 2007) Vs Preferred Mode of Travel Data (2007)- Secondary



Surprisingly the preferred mode of travel to school by this sample of secondary school and sixth form pupils is walking, closely followed by car/van, bus. Cycling is the least popular preference and this may be due to the fact that the data includes sixth form pupils who are of an age when driving has become accessible to them.

The graphs illustrates a comparison between how pupils usually travel to school and how they would prefer to travel to school, using the combined primary and secondary data from a sample of schools. Data from one nursery, eleven primary, five secondary and one-sixth form was used:

Table 8.2 Preferred Mode of Travel Data (2007)

Primary Schools	Walk	Car/Van	Car Share	Bicycle	Public Bus	School Bus	Bus (Type not known)	Taxi	Other	Total	Total Pupils on role
Barnard Grove	171	50	0	56	9	0	0	0	0	286	348
Broughham	123	25	0	31	0	0	9	0	7	195	354
Eldon Grove	225	27	3	89	0	0	8	1	5	358	525
Elwick	9	8	12	0	6	0	0	0	0	35	118
Golden Flatts	73	18	0	25	4	4	0	4	3	131	178
Greatham	32	8	0	0	0	0	0	0	0	40	104
Hart	38	6	7	17	4	3	0	0	0	75	92
Holy Trinity	117	9	0	64	0	8	0	4	11	213	221
Jesmond Road	0	0	0	111	0	1	0	0	0	112	387
Kingsley	134	28	9	135	4	0	0	8	6	324	495
Owton Manor	100	30	0	69	5	3	0	0	0	207	217
Rossmere	80	15	0	32	0	0	0	0	0	127	389
St Aidan's	147	53	7	45	2	0	0	1	2	257	412
St Helen's	97	11	0	22	0	0	0	3	0	133	265
St John Vianney	37	13	0	92	5	0	0	1	2	150	245
St Teresa's	235	25	0	64	0	0	0	0	0	324	344
Stranton	101	40	0	60	1	0	0	0	0	202	294
Throston	149	28	2	100	4	0	0	0	0	283	371
Ward Jackson	40	18	30	12	0	0	0	0	0	100	138
West Park	176	43	0	72	1	0	0	0	1	293	361
West View	268	31	4	40	2	0	0	0	0	3245	364

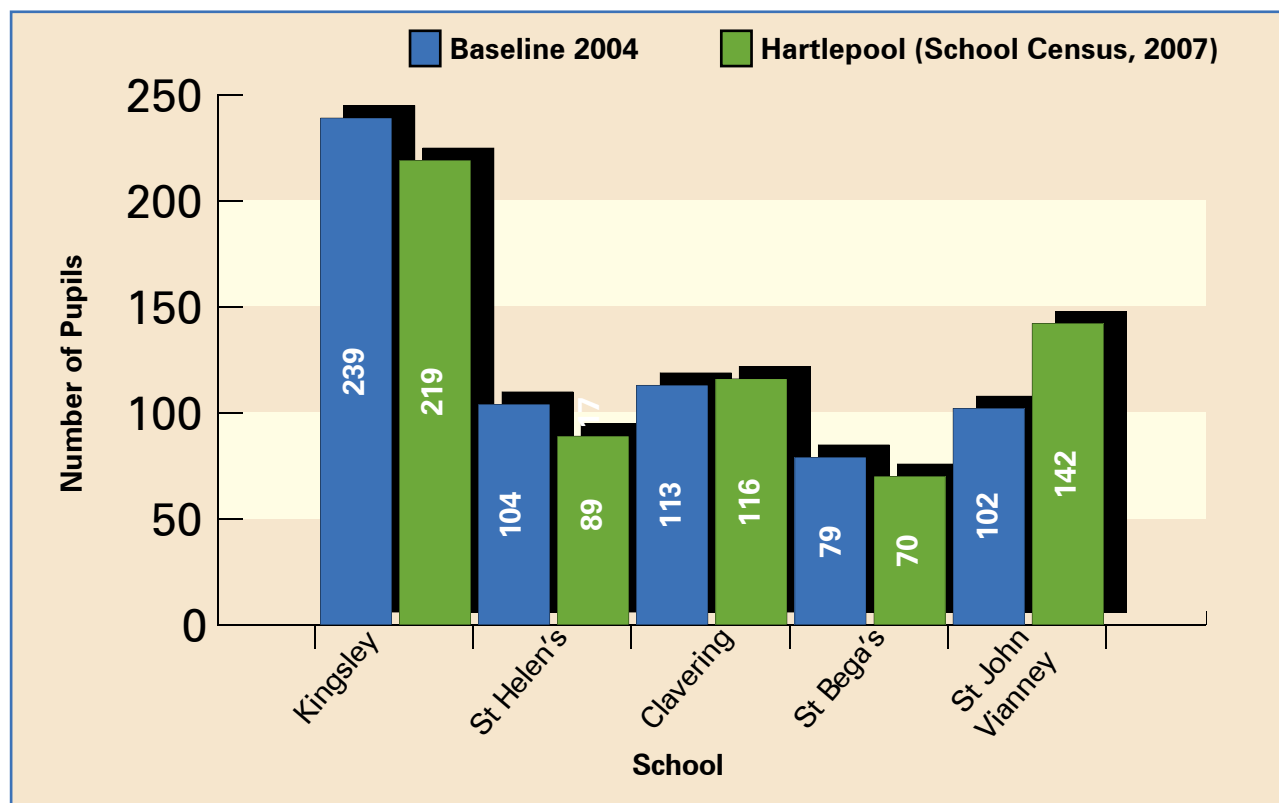
Primary Schools	Walk	Car/Van	Car Share	Bicycle	Public Bus	School Bus	Bus (Type not known)	Taxi	Other	Total	Total Pupils on role
St John Vianney	37	13	0	92	5	0	0	1	2	150	245
St Teresa's	235	25	0	64	0	0	0	0	0	324	344
Stranton	101	40	0	60	1	0	0	0	0	202	294
Throston	149	28	2	100	4	0	0	0	0	283	371
Ward Jackson	40	18	30	12	0	0	0	0	0	100	138
West Park	176	43	0	72	1	0	0	0	1	293	361
West View	268	31	4	40	2	0	0	0	0	3245	364
Total	2352	486	74	1136	41	25	17	22	37	4190	9217

Secondary Schools	Walk	Car/Van	Car Share	Bicycle	Public Bus	School Bus	Bus (Type not known)	Taxi	Other	Total	Total Pupils on role
Catcote	8	11	0	64	0	0	41	0	8	72	71
English Martyrs and Six Form	333	315	0	352	0	0	327	0	0	1327	1535
St Hild's	301	152	0	20	0	0	106	0	0	579	884
Total	642	478	0	376	0	0	474	0	8	1978	6642

Car Usage in Schools with a Travel Plan

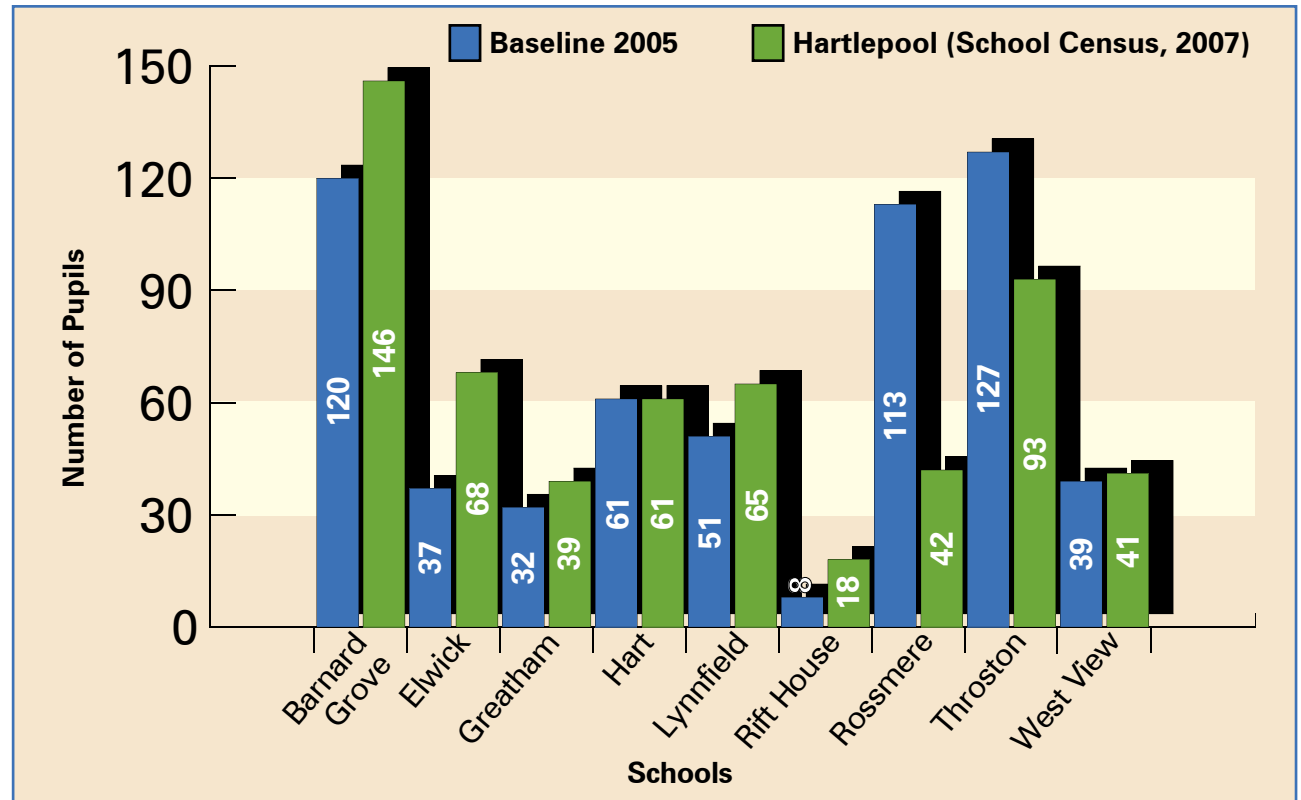
The following graphs show car usage for schools with a travel plan in Hartlepool. The original data was taken from the baseline surveys undertaken in the initial stages of producing a school travel plan compared with the January 2007 school census return.

Figure 8.10 Car Usage in Primary Schools that submitted a travel plan in 2004



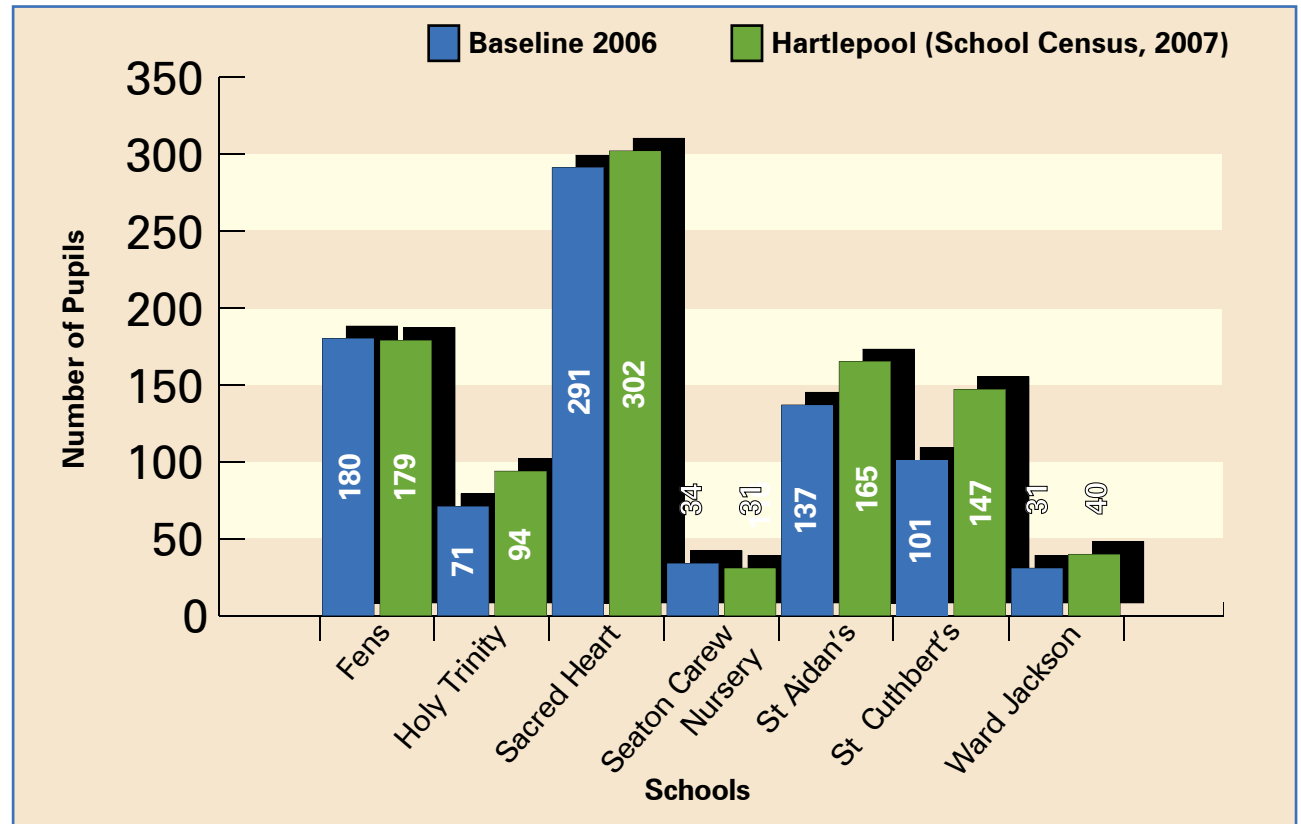
Kingsley Primary, St Helen's Primary and St Bega's RC Primary have all seen a decrease in the number of pupils travelling to school by car. Both St Helen's and St Bega's RC have embraced their school travel plan and have an established walking bus in operation, St Helen's has a parents parking charter and St Bega's RC is a WoW school. Initial monitoring suggests that those schools which deliver a variety of sustainable travel projects as part of their travel plan are more likely to achieve a reduction in levels of car use on the school journey.

Figure 8.11 Car Usage in Primary Schools that submitted a travel plan in 2005



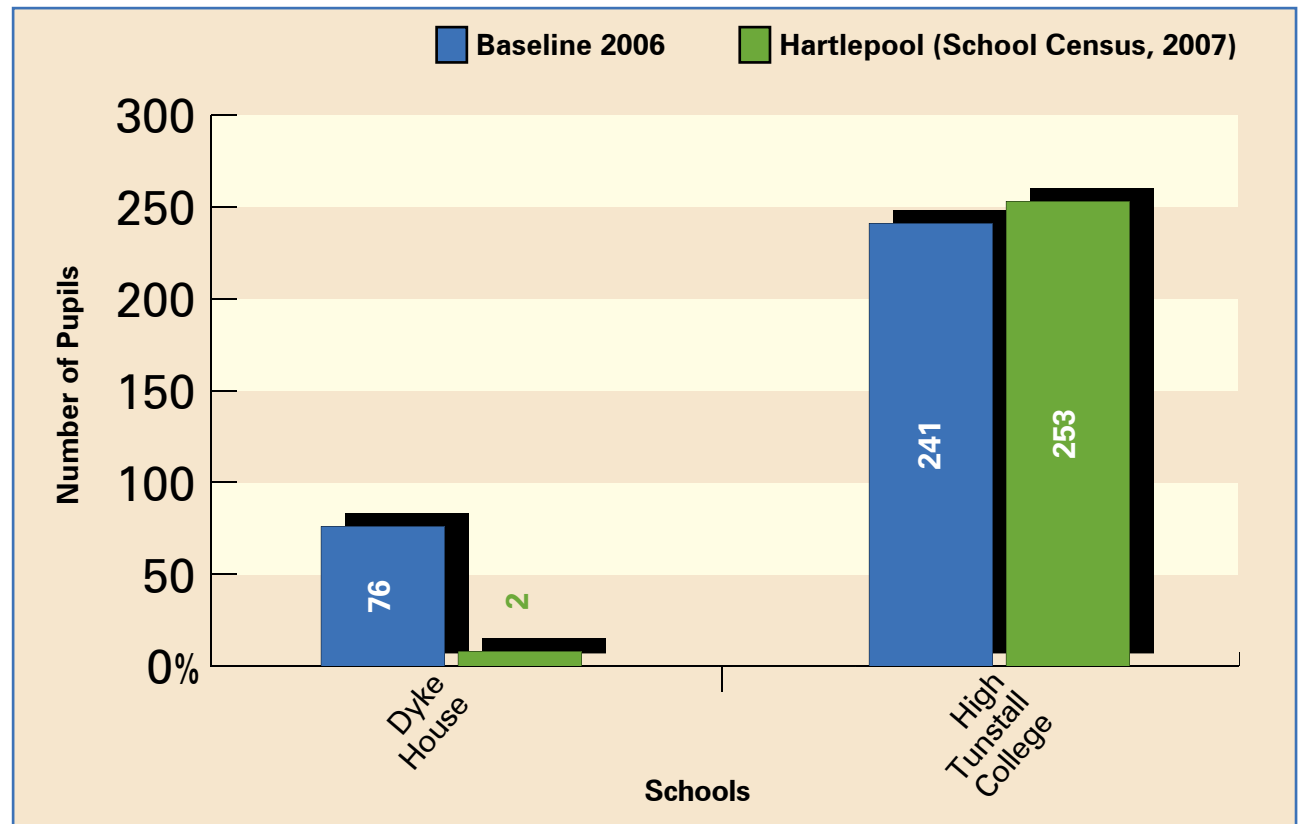
It can be seen from the above graph that both Rossmere Primary and Throston Primary have seen a decrease in the number of pupils travelling by car. Both of these schools are WoW schools and Rossmere Primary School has also recently launched a walking bus. The other schools have yet to implement any key school travel initiatives as part of their travel plan.

Figure 8.12 Car Usage in Primary Schools that submitted a travel plan in 2006



Both Fens Primary and Seaton Carew Nursery have seen a small decrease in the number of pupils travelling to school by car. Both schools are WoW schools, Seaton Carew Nursery has also launched a park and stride scheme and have installed cycle storage facilities.

Figure 8.13 Car Usage in Secondary Schools that submitted a travel plan in 2006



A large decrease in the number of pupils travelling to Dyke House School by car is shown in the above graph. Dyke House have an established school travel group which meets on a regular basis to address the issues and concerns regarding the school journey and are actively encouraging and promoting cycling to school. The school is fully committed to the implementation of their school travel plan.

Chapter 9

Sustainable Modes of Travel Strategy 2007 - 2011

Existing Policies



9 Existing Policies

Home to School Transport Policy

Hartlepool Borough Council recognises that it is the responsibility of the parent / carer to ensure that their child attends school and make any necessary transport arrangements. However, in certain circumstances, Hartlepool Borough Council will provide home to school transport, and in some cases free bus passes, if the criteria is met.

The Home to School Transport Policy describes the criteria applied in distance between home and school. It will provide a starting point for parents and carers in order for them to be able to establish if they are entitled to the provision and how to access the support available.

This policy has been developed in line with current Government legislation and is in accordance with the Education Act, 1996 particularly relating to sections 444 and 509. This policy will be reviewed and updated during the academic year 2007/08 in order to accommodate the new duties outlined in the Education and Inspections Act 2006.

Hartlepool Education Authority will continue to offer school places to children that are within a reasonable distance of their place of residence. In some cases this is not always practical, and therefore the Authority will aim to:

Hartlepool Borough Council expects the service delivered to be of a high standard. Those pupils who qualify under this policy can expect that those standards will be monitored and maintained.

Pupil Entitlement to Home to School Transport

The Education Reform Act 1988 sets out the minimum provision for home to school transport which local authorities must provide. The basic provisions are:

- LEA have a duty to provide free transport if they consider it necessary in order for a pupil to attend school
- LEA may assist other pupils with their fares either wholly or in part
- Free transport is always necessary for a pupil aged between 5 and 16 who attends the nearest suitable school which is further from home than the statutory walking distance

In Hartlepool the statutory walking distance is modified by discretionary power to achieve consistency between sectors:

- 2 miles up to the age of 11 years (primary pupils)
- 3 mile from the age of 11 – 16 years (secondary pupils)

The transport provided would be for the full distance between home and school/unit unless individual assessment allows that pupils may appropriately be expected to walk a short distance to/from the school/unit picking up/setting down point.

Transport will be provided free of charge for those pupils of primary and secondary age who are travelling over the statutory walking distance to/from the main entrance of their nearest suitable school.

Pupils may be required to use public transport and in these cases they will be provided with a free bus pass in order for them to use the service. The bus pass is the responsibility of the child and if lost, replacements will be provided but this will carry an administration charge of £5.00. Any pupil who applies for home to school transport assistance must be resident within Hartlepool and attend a Hartlepool school.

Denominational schools

Pupils will be provided with home to school transport if they attend the nearest approved school of their parents' practising faith. The eligibility for school transport again relates to the statutory walking distances.

School Admissions

Hartlepool Education Authority will continue to offer school places to children that are within a reasonable distance of their place of residence. In some cases this is not always practical, and therefore the Authority will aim to:

- Promote walking to and from school in order to reduce the number of car journeys as part of the Authority's commitment to protecting the environment in which we live and work
- Strive to ensure that journey times to and from school for pupils are reasonable so no pupil is disadvantaged by the routes in use,
- Provide transport, where necessary, which is safe and meets the requirements of all parties whilst remaining cost effective.

Post 16 Transport Policy

The Post 16 Transport Policy provides for students who are over compulsory school age but under the age of 19. Students must be aged 16-19 on the 1st September at the beginning of the academic year in which they will commence their study. Eligibility is based on distance.

All Hartlepool students aged 16-19 years old are entitled to apply to Hartlepool Borough Council for assistance with travel costs. The scheme is open to students attending full-time courses, who are resident in the Borough of Hartlepool.

Students resident within Hartlepool aged 16 to 19 who continue to attend full-time courses at a Sixth Form College, Further Education College or alternative education setting more than 3 miles from home, as measured by the shortest safe walking route, are entitled to a permit allowing them to make their journey to college each day between home and College at a reduced rate. The Local Authority issues each permit and operators are reimbursed the above amount. Students are normally expected to travel on College transport or public transport.

Post 16 Transport Partnership

A Post 16 Partnership will aim to identify and disseminate 'best practise' with regards to transport/access initiatives for students and learners aged 16-19 years of age wishing to access education, training and work-based learning opportunities and to act as a specialist standing forum for consultation on 16-19 transport/access issues with the Government, regional bodies and local agencies/providers

The last two years have seen many significant developments in transport policy, which have improved support and services for students in Further Education aged 16-19. Local partnership working, particularly between Local Authorities and Local Transport Associations, is central to improving accessibility. It supports more effective assessment, planning and delivery to maximise benefits.

The development of an Integrated Transport Unit will play a key role in developing 16-19 transport partnerships for 2007/08.

Chapter 10

Sustainable Modes of Travel Strategy 2007 - 2011

Integration with Local Strategies



10 Integration with Local Strategies

The Local Transport Plan (LTP) outlines Hartlepool's Transport Strategy for the delivery of transport improvements. This includes encouraging the use of alternatives to the private car, including public transport, walking, cycling, improving accessibility for the whole community and securing better access to jobs and services.

School Travel Strategy

This document supersedes the School Travel Strategy, which was published for the Travelling to School Initiative in June 2005.

Walking / Cycling

The strategy for walking and cycling continues to provide safer routes and improved facilities for pedestrians and cyclists. These improvements are considered essential to encourage their greater use, to increase safety, ease congestion, reduce pollution and create a healthier community. Improvements include new or improved footways, controlled crossing points and new walking links.

Hartlepool is committed to the provision of new cycle routes and facilities to encourage more and safer cycling. This commitment was demonstrated by the setting of a target to increase the level of cycling as part of a Local Public Service Agreement (LPSA) with the Government in 2005. Cycle parking has been installed at schools; colleges and major employees as part of the travel plan strategy.

Road Safety & Casualty Reduction Strategy

The road safety strategy delivers a wide range of schemes and initiatives to reduce the number and severity of casualties, to achieve local and national casualty reduction targets. Revenue funded road safety education, training and publicity initiatives provides a vital means of delivering accident reduction and behavioural changes on the journey to school. The Road Safety Unit supports school travel planning through:

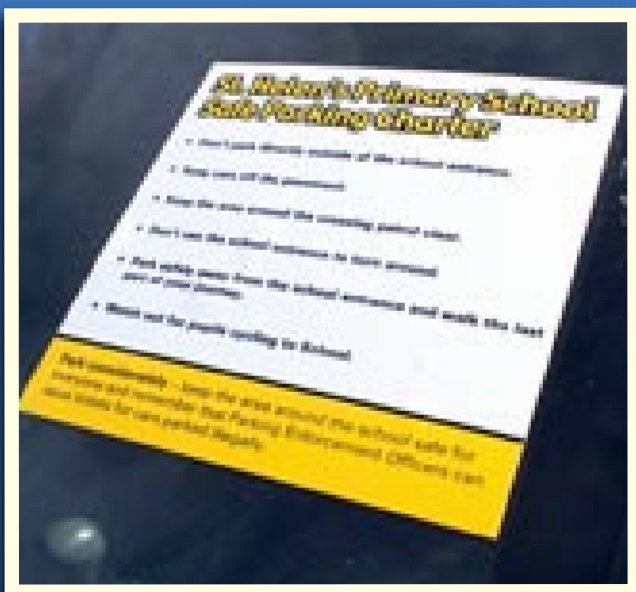
- Provision of a town wide school crossing patrol service on key home to school routes
- The delivery of on road cycle training to a selection of Y6 pupils
- Delivery of practical pedestrian training to all Y3 pupils
- Delivery of targeted Road Safety Education within schools
- Monitoring walking buses



Hartlepool's Cycling Guide



The Enforcement Team has undertaken educational work in schools with a school travel plan to help encourage safer parking and walking to school



The School Council at Helen's Primary School design their Parking Charter to increase safety outside of their school

Year 6 practical cycle training is delivered in all primary schools, and all year 3 primary school children complete a practical pedestrian training programme. The Road Safety Unit continues to provide school crossing patrol officers on key home to school routes. These officers make a vital contribution to child road safety and measures delivered through the road safety strategy complement the school travel strategy as a whole.

Traffic & Network Management

The Traffic Management Act 2004 places a duty on local transport authorities to ensure the expeditious movement of traffic on the authority's road network, the term 'traffic' includes pedestrians. Consideration for the impact of the school journey will need to be made when delivering the network management framework for Hartlepool. Local Safety Schemes, Home Zones and 20mph zones are also delivered through the traffic section and are developed based on casualty data and speed surveys, which seek to reduce speeds in the school area and manage on street parking. Speed surveys, lining schemes and Traffic Regulation Orders on school keep clears are all examples of important tools to assist with the implementation of an effective sustainable modes of travel strategy.

Parking Enforcement

The introduction of de-criminalised parking, as an enforcement tool, has helped to reduce illegal parking that poses a risk to road safety outside of schools leading to a safer environment that will foster increased levels of walking, cycling and use of public transport as a means of travel to and from schools. Partnership working with the car parking section has been undertaken to launch a targeted and programmed approach to education and enforcement outside of schools, so to reinforce key messages to parents.

Chapter 11

Sustainable Modes of Travel Strategy 2007 - 2011

Key Objectives of the Strategy and Associated Targets



11 Key objectives of the strategy & associated targets

In order to contribute to the delivery of the LTP objectives, priorities and targets the sustainable modes of travel strategy will achieve the following proposed objectives: -

- Objective 1:** Improve integration between Children Services, Adult & Community Services and Neighbourhood Services on sustainable transport, through the Strategic Transport Group and the development of an Integrated Transport Unit.
- Objective 2:** Provide safe, sustainable and independent travel choices for parents and young people which compliment the framework of the Children & Young People's Plan
- Objective 3:** Actively encourage all schools, colleges and further educational establishments to develop travel plans to promote sustainable travel
- Objective 4:** Increase levels of walking, cycling, public transport and car sharing to educational establishments.
- Objective 5:** Improve infrastructure and facilities on and around educational establishments to encourage safer and sustainable travel, through the delivery of the Local Transport Plan, Building Schools for the Future Programme and Primary Capital Scheme
- Objective 6:** Support the promotion of healthy, safe and sustainable travel through the 'be healthy' and 'stay safe' outcomes of Every Child Matters.

Proposed correlating targets are:-

- Target 1** To implement an integrated transport unit within HBC by the 1 September 2008
- Target 2** To roll out the delivery of a town wide travel training programme within schools across the Borough by 1 September 2009
- Target 3** All schools to have an authorised school travel plan in place by 31 March 2010
- Target 4** To reduce the proportion of pupils travelling by car (including vans and taxis but excluding car share) to 24% by 31 March 2010/11

LTP4 - Mode share of journeys to school	Share of journeys by car (including vans and taxis), excluding car share journeys	27.9%	Data obtained via the January 2007 School Census for 100% of schools with an approved School Travel Plan (STP). The School Census data has also been used for 88% of schools without an approved STP. Calculation of mode share groupings and the overall target based on DfT methodology.
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- Target 5** To ensure that all new developments incorporate infrastructure and facilities to promote sustainable school travel by 1 September 2010
- Target 6** To ensure that sustainable travel is embedded into the review of the Children and Young People's plan in 31 May 2008

Chapter 12

Sustainable Modes of Travel Strategy 2007 - 2011

Promotion of Sustainable Travel



12 Area-wide initiatives supporting the promotion of sustainable travel

The national target is for 55% of schools to have an authorised school travel plan by the 31st March 2007. Hartlepool currently has 31 schools with an authorised school travel plan, which equates to 78% of all schools in town, well ahead of the national target.

Encouraging walking to school

A variety of initiative are delivered in schools with the support of the School Travel Adviser through the implementation of school travel plans. The following describes progress to date:

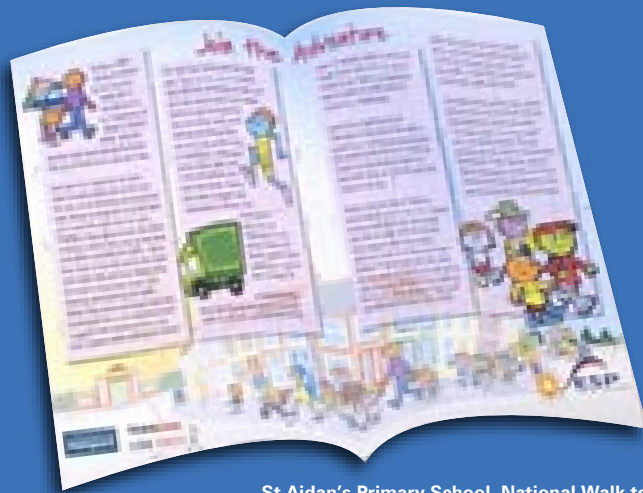
Walk to School Week

Schools in Hartlepool are very receptive to National Walk to School Week and even those schools not currently developing a school travel plan participate in some way. National Walk to School Week is a one-week campaign to raise awareness of both the traffic problems caused by the increasing number of children that are travelling to school by car and the environmental and health benefits associated with walking to school. The week takes place in May each year and an International Walk to School Week takes place in October each year.

Parents are encouraged to walk to school with their young children as often as possible during the week and beyond. If the journey is too far to walk, then the message is, drive part of the way and walk the rest - keep the school gate area clear of traffic.

Hartlepool Borough Council supports National Walk to School Week and encourages all primary schools within the town to take part and promote the campaign. The aim of the campaign is to reduce unnecessary car trips to and from school and in doing so bring health benefits to children and reduce traffic problems in the vicinity of schools. Hartlepool Council recognises the importance of the campaign in its long-term program of aiming to reduce car use for school trips throughout the town.

All primary schools in Hartlepool receive resources to help promote the initiative, such as posters and wall charts. In May 2007, ten schools hosted a play performed by Quantum Theatre entitled 'What If It Rains'. The production looked at walking from a scientific angle and examined the health and environmental benefits to be gained by cutting car journeys.



St Aidan's Primary School, National Walk to School Week, May 2006



Rossmere Primary school's walking bus



St. Cuthberts celebrates the 1st birthday of their walking bus



June, 2006

Walking Buses

There are currently four walking buses operating in Hartlepool. The walking buses at St Helen's Primary School and St Bega's RC Primary School have been going strong since they were launched in 2002. St Cuthbert's Primary School launched their walking bus in June 2006, with the most recent walking bus being launched at Rossmere Primary School in April 2007. All buses have been reported to be operating at full capacity on most days of the week, with some schools having a waiting list. Stranton, Brougham & Throston were awarded a walking bus grant through the national programme and are due to be launched next year.

Walking Incentive Schemes

A town wide Walk on Wednesday (WoW) Scheme is currently being rolled out to schools in Hartlepool. Schools that pledge to become WoW schools are issued with wall charts for each class to record the days the pupils walked, posters, certificates and stickers. Seaton Carew Nursery was the first school to launch the WoW scheme in March 2006, followed by Throston Primary who launched their scheme in June 2006. There are a total of six schools that have pledged to become a WoW school with more signed up to launch WoW in September 2007. Early indications are that the WoW campaign does lead to an increase in levels of walking. Additional monitoring will be undertaken to establish whether these levels are sustained.

Golden Boot Award

Throston Primary School wanted a way in which they could sustain WoW and the number of pupils walking to school for at least one day a week. Based on an initiative from Devon County Council, they established a 'Golden Boot Award'. Dr Martens donated a boot, which was sprayed gold and mounted onto a wooden plinth. The 'Golden Boot' trophy is now awarded to the class with the most walkers, on a termly basis, prompting some friendly competition within the school.

Since the introduction of the WoW scheme in 2006, numbers of pupils walking at Throston Primary School has increased dramatically. In January 2006 50% of pupils were walking to school, whilst 48% of pupils were travelling to school by car, in January 2007 the figure of those walking rose to 74% with only 26% coming by car.

St Bega's RC Primary School also rewards their pupils that participated in the WoW scheme. A trophy, engraved with the class name, is awarded to the class with the most walkers in an assembly at the end of the school year. Since the scheme was launched in February more than 50% of the pupils are now walking to school on a regular basis.



The Enforcement Team have undertaken work with pupils to promote safe parking outside of schools



Children at Seaton Carew nursery school

Education and Enforcement Programme

In 2006/07 a campaign was launched to improve road safety outside schools across Hartlepool. The aim of the campaign is to persuade motorists, particularly parents and carers, to park more considerately through a combination of education and enforcement.

As part of the campaign Enforcement Officers from the Council (which is now responsible for enforcing all yellow line parking) visited the schools to give pupils an opportunity to ask questions and discuss issues regarding unsafe parking. Targeted enforcement then took place outside the schools.

The twin-track approach is the result of feedback received directly from schools that have a travel plan and have requested specific enforcement action to complement the work they have already undertaken. In 2006/07 17 travel plan schools, in Hartlepool participated in the campaign. We hope that motorists will voluntarily adopt good parking habits, but HBC is serving notice on those who don't and the parents run the risk of receiving a Penalty Notice Charge.

Encouraging cycling to schools

In 2003/04 only one primary school in the town had cycle storage facilities or primary school children regularly cycling to school. In 2004 the Government introduced a national standard for school travel plans and a capital grant for schools to implement sustainable travel projects within their school travel plan. Many schools in Hartlepool have chosen to use this grant to purchase cycle storage facilities, as consultation with children as part of the development of their travel plan demonstrated a huge desire for cycling to school. To support this work the Road Safety Unit undertakes on road cycle training with a selection of year 6 pupils each year, within all primary schools.

Since cycle storage facilities have been installed, most schools have seen an increase in the number of pupils cycling to school. However, one school situated on the National Cycle Route 14 has seen a decline in cycling, this may be due to that lack of facilities outside of the school enabling children to cycle across King Oswy Drive safely. Several schemes have been put forward by the Local Authority but have yet to obtain the necessary approvals.



St. John Vianney RC Primary School and their new cycle storage

Table 12.1 Cycle storage facilities available at schools (July 2007)

School	Number of Stands
Barnard Grove	12
Brierton (Not an STP school)	40
Clavering	20
Dyke House	24
Greatham (Church of England)	14
High Tunstall	25
Lynnfield	14
Seaton Carew Nursery	08
St Helen's	14
St John Vianney	16
Throston	10

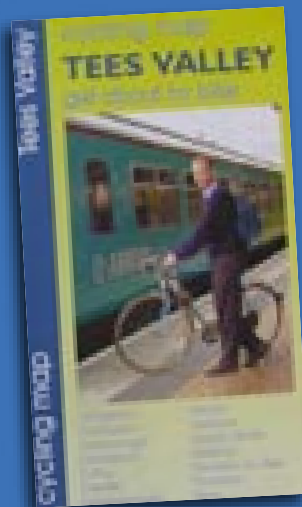
Figure 12.1 (over page) shows the level of cycling activity before these schools had an authorised travel plan, taken from the initial baseline hands up surveys (the date of these will vary depending on when the school developed their travel plan) compared with the level of cycling activity in the January 2007 school census return.

The length of time the cycle facilities have been in place will vary from school to school. As stated previously, the original data was taken from the baseline surveys undertaken in the initial stages of producing a school travel plan, which will also vary depending on the year when the school developed its plan.

Primary Schools with a Travel Plan Cycling Activity

St John Vianney RC Primary School has seen a significant increase in the number of pupils cycling to school over the last three years. In March 2004 there were no pupils cycling to school, the latest school census data showed that seventeen pupils are now cycling to school on a regular basis. Pupils that cycle to school are given their own lockers along with a hi-visibility jacket and helmet. The school has embraced the concept of the travel plan and delivers a wide variety of school travel projects.

Greatham Primary School has also seen an increase in the number of pupils cycling to school. The school received a school travel plan capital grant from the Government that was used to provide secure cycle storage. Consultation with parents and pupils also identified a need for a link between Saltaire Terrace and the school for both walkers and cyclists. This resulted in an existing public right of way being upgraded



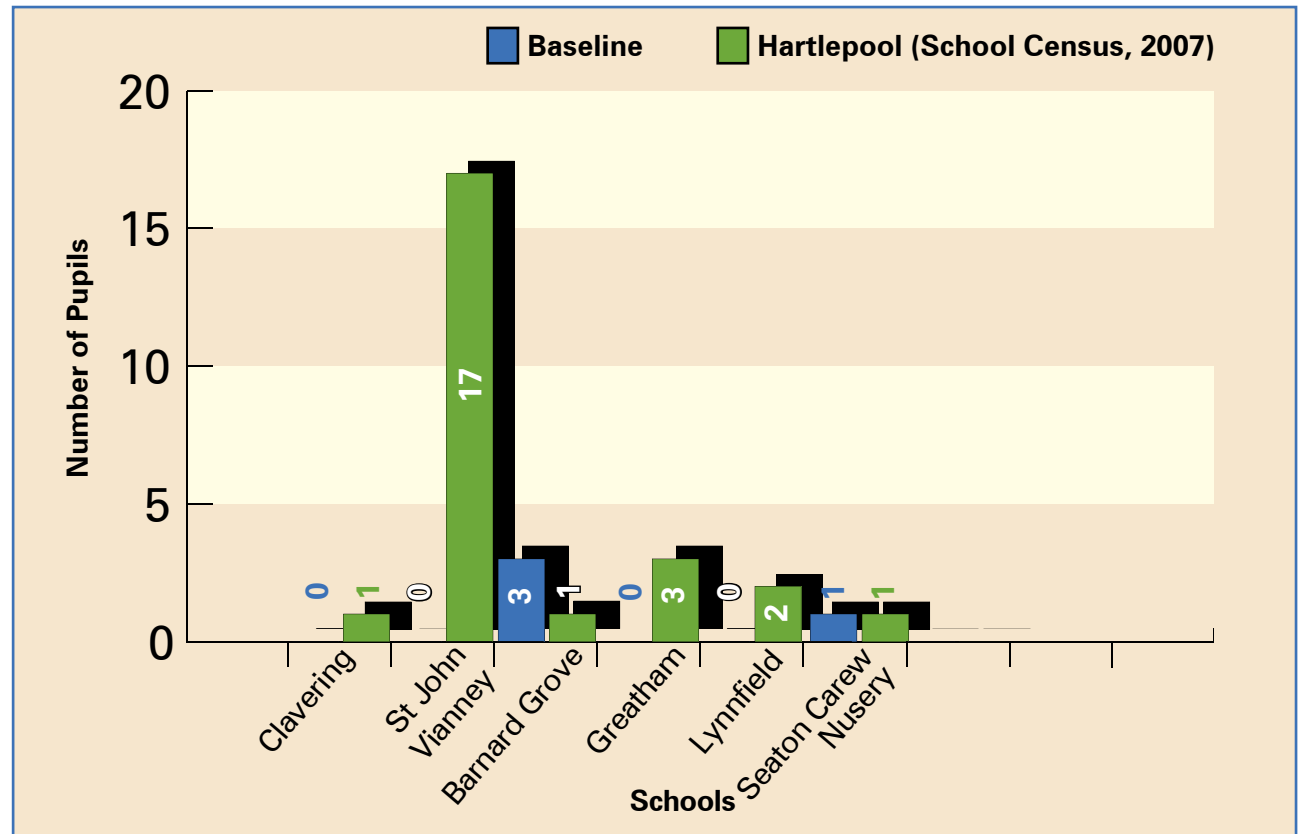
The Government is committed to increasing levels of cycling



There are four walking buses in operation in Hartlepool

to create a new, shared pedestrian and cycle route. The new school link was part of the Safer Routes to School program and has played a vital role in increasing levels of cycling and walking to the school.

Figure 12.1 Cycling activity at schools with a travel plan



Dyke House Secondary School has been the most pro active secondary school in the town with the implementation of their school travel plan. The school has a school travel group with committed staff and Governor support driving sustainable travel initiatives forward. The school are very keen to increase levels of cycling to school and two of their staff recently undertook cycle training to the National Standard. Ensuring safe cycling is one of the key objectives of their school travel plan.



The walking incentive scheme has been a real success with schools in Hartlepool

Encouraging bus use to school

Bus travel is more widely used within secondary schools. Consultation as part of the development of school travel plans has identified issues of bullying, smoking on the bus, unreliability and over crowding on certain routes. Work will be undertaken with Children Services and Transportation to feed in these issues as a lever for change. Both English Martyrs School and St Hild's School have identified measures within their travel plan to increase bus use on the journey to school.

Promoting Independent Travel

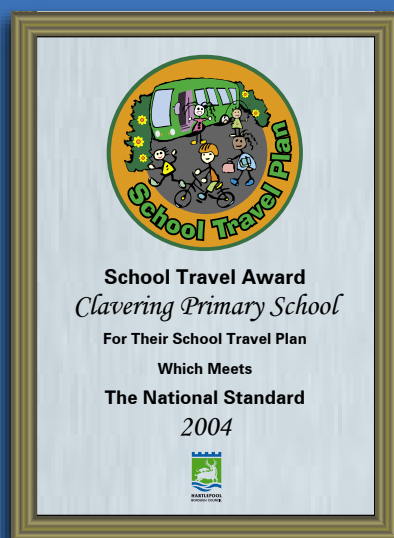
Catcote School is the only secondary school in Hartlepool, which caters for pupils with physical and associated learning difficulties, aged 11-25 years. The school has recently developed a school travel plan with the support of the Local Authority. The Head Teacher expressed an interest in producing a travel plan and the initial discussions highlighted a need for developing work focusing on independent travel for post 16's at the school.

The majority of students at the school are eligible for statutory transport, so many do not get the opportunity to develop road safety and travel awareness skills and this is not preparing for future employment. Independent travel is the key that opens doors to employment, recreation, vocational training and adult living options. Hartlepool has now developed an independent travel programme using funding from the Learning Skills Council and the school has appointed a full time Independent Travel Coordinator.

The aim of the programme is to provide post 16 special educational needs students with the skills and confidence to help over come travel difficulties and maximise their ability to travel to and from school independently and safely, and assist schools across the town in developing a whole school approach to independent travel training and personal safety on all school journeys.

Safer Routes to Schools

As a result of developing a school travel plan a school has a clear understanding of how the safer routes to schools programme can be used to support their school travel initiatives. A school is required to undertake the development of a school travel plan in order to be eligible to access the safer routes to schools programme.



Each term all schools in the town receive a newsletter promoting sustainable school travel

During the development of the travel plan all year 5 & year 10 pupils complete a route planning exercise. This information is used to identify key issues on the school journey and is used as a tool to inform potential highway engineering measures that will foster an increase in levels of walking or cycling to and from school. To date the exercise has been done by hand and a master plan is drawn and passed to the school. The intention is to move to GIS based route planning exercise with schools from January 2008 that can be utilised by other sections within the department as a consultation tool.

STP Awards Scheme

A proportion of the Safer Routes to Schools budget has been allocated for use by school travel plan schools to enable them to bid for capital funding to implement school travel initiatives. There are four funding rounds during the year enabling schools to bid for a maximum of £7K. The scheme is proving successful with schools using their Government grant to match fund bids to the awards scheme.

Since 2004/05 seven schools have applied for and were successful in receiving funding towards the cost of cycle shelters, with one school applying for extra funding for lockers for their cyclists. Six schools have also received funding for pedestrian waiting shelters in the hope that they will encourage and increase levels of walking to school and dissuade parents from waiting in their cars outside of the school gates.

Accreditation Scheme

An accreditation scheme will be launched in 2008 for all schools with an approved School Travel Plan. The scheme is hoped to raise awareness and the status of school travel planning and encourage schools to maintain the delivery of projects to achieve a shift in the mode of travel to more sustainable forms.

The process is simple and is based on a bronze, silver and gold level system, with exceptional travel planning schools able to apply for the platinum award. The level of award the school receives will depend on a number of factors, such as projects implemented, efficiency of the School Travel Plan Group and mode shift. An annual review of the travel plan will be required to be completed as part of the application for the award.

Schools will be asked to apply for their award before the end of the school year and certificates will be presented at the annual Celebration Event, held in the September of each year. Successful schools will also receive a logo to use as they wish and additional funding to assist them with their travel plan initiatives.

Chapter 13

Sustainable Modes of Travel Strategy 2007 - 2011

Delivering the Sustainable Modes of Travel Strategy



13 Delivering the Sustainable Modes of Travel Strategy

Developing partnerships is the key to implementing an effective within mode of travel strategy and strong links have already been established with the Local Authority due to Chief Officer support in both Children's Services and Neighbourhood Services. Partnership working with Children Services has led to the submission of a informal expression of interest to bid to become a Pathfinder Authority.

A series of action plans have been drafted identifying some potential activities that will help the local authority deliver the six key objectives and achieve the associated targets.

Objective 1: Improve integration between Children Services, Adult & Community Services and Neighbourhood Services on sustainable transport, through the Strategic Transport Group and the development of an Integrated Transport Unit.

Activity	Lead	Target Date for Completion
Review of Children Services scholar / dedicated bus contracts to identify overlap with supported local bus services	Neighbourhood Services & Children Services	31/May/07
Submit an informal expression of interest to be a Pathfinder Authority	Neighbourhood Services	Jun/07
Develop proposed options to review both sets of contracts (Neighbourhood Services & Children's Services)	Neighbourhood Services & Children Services	01/Jul/07
Post 16 Partnership	Children Services Neighbourhood Services	Jul/07
Benchmark for Children's Services tender	Neighbourhood Services	Jul/07
Home to School Contracts end	Children Services	02/Jul/07
Assess the contract issues arising from the school transport consultation review	Neighbourhood Services & Children Services	25/Jul/07
Assess the contract issues arising from the Education & Inspections Act 2006	Children Services	Aug/07
Review appeals process for entitlement to home to school transport incorporate sustainable travel choices	Children Services	Aug/07
Assess BSF implications and incorporate into the Sustainable Modes of Travel Strategy	Children Services	01/Aug/07
Assess extended schools implications and incorporate into the Sustainable Modes of Travel Strategy	Children Services	01/Aug/07
Assess 14-19 agenda implications and incorporate into Pathfinder proposal	External facilitator	Mid/Sept/07

Activity	Lead	Target Date for Completion
Undertake consultation workshops with all service areas on ITU development	External Faciliator	01/Sept/07
Undertake the collation of all contractual information from across all directorates	Neighbourhood Services	01/Oct/07
Undertake Consultation on Pathfinder options	Neighbourhood Services & Children Services	01/Oct/07
Pathfinder Proposal - Review costs	Neighbourhood Services & Children Services	01/Oct/07
SEN Transport Allocation - Review eligibility criteria to incorporate independent travel	Children Services	01/Sep/07
Launch Wave 5 BSF Authorities	Children Services	01/Sep/07
Consultation on proposed options	Neighbourhood Services	01/Nov/07
Submit a formal expression of interest to be a Pathfinder Authority	Neighbourhood Services & Children Services	Nov/07
Review non statutory provision for home to school transport	Children Services	Nov/07
Present report to portfolio holder / cabinet	Neighbourhood Services	01/Dec
Assess the impact of changes to the supported bus route contracts & coordinate with Transportation / Transport Services	Children Services	Jan/08
Completion of Strategy for Change (BSF)	Children Services	01/Apr/08
Identification of suitable accommodation to house the ITU	Neighbourhood Services	01/Apr/08
Start new contracts for supported local bus services incorporating Children Service routes as appropriate	Neighbourhood Services	01/Aug/08

Objective 2: Provide safe, sustainable and independent travel choices for parents and young people which compliment the framework of the Children & Young People's Plan

Activity	Lead	Target Date for Completion
Publish the draft Sustainable Modes of Travel Strategy on Hartlepool Borough Council's website	Neighbourhood Services	05 Sep 2007
Publish information within the admissions brochure for parents sign posting information on sustainable travel to their chosen educational establishment	Children Services	01 Sep 2007
Provide information on sustainable travel in a format that is accessible to parents via the Choice Adviser	Children Services	01 Sep 2007
Publish travel information on all secondary schools (mapping output)	Neighbourhood Services	1 May 2007
Publish the revised Sustainable Modes of Travel Strategy on the Council website	Neighbourhood Services	10 Dec 2007
Publish the revised Sustainable Modes of Travel Strategy on the Council website	Neighbourhood Services	1 Jan 2008
Seek suitable joint promotional consultation events	Neighbourhood Services	1 Jan 2008
Publish travel information on all primary schools (mapping output)	Neighbourhood Services	1 Apr 2008
Develop stronger links with the Children & Young Peoples Plan to incorporate safe and sustainable travel	Children Services	May 2008
Further increase the number of schools achieving national healthy schools status	Children Services	Apr 2009
Develop partnership arrangements to address concerns of children and young people about bullying	Children Services	Apr 2009
Ensure children and young people are educated about road safety and how to respond to other environmental hazards	Children Services	Apr 2009

Objective 3: Actively encourage all schools, colleges and further educational establishments to develop travel plans to promote sustainable travel

Activity	Lead	Target Date for Completion
Provide resources and information on STP development on a web based portal, Young Transnet	Neighbourhood Services	01/Sep/07
Host a children & young peoples consultation event on transport	Neighbourhood Services	28/Sep/07
Deliver the school travel plan programme with all schools in Hartlepool	Neighbourhood Services	31/Mar/10
Hartlepool is ahead of the national target with 78% of all schools with an authorised school travel plan	Neighbourhood Services	STPs signed off in March each yr
Hold a School Travel Plan Coordinators Network each term	Neighbourhood Services	Each term
Promote the benefits of school travel plans through the National Healthy Schools Standard & School Sports Partnerships	Children Services	Ongoing
Publish a school travel newsletter each term for schools, parents, governors and practitioners	Neighbourhood Services	Each term
Secure travel plans for new or extended educational sites through planning gain	Neighbourhood Services	Ongoing
Support schools with the preparation of site assessments and survey reports	Neighbourhood Services	Ongoing
Introduce an accreditation scheme for schools linked to mode shift	Neighbourhood Services	Mar/08

Objective 4: Increase levels of walking, cycling, public transport and car sharing to educational establishments to encourage safer and sustainable travel.

Activity	Lead	Target Date for Completion
Delivery of town-wide walking incentive schemes e.g. Walk on Wednesdays, National Walk to School Week etc	Neighbourhood Services	Ongoing
Support primary schools with the establishment of walking buses, with the aim of establishing three per year	Neighbourhood Services	Ongoing
Delivery of on road cycle training to year 6 pupils to facilitate cycling to and from school	Neighbourhood Services	Ongoing
Encourage schools to bid for the School Travel Plan Awards scheme to fund small capital schemes within the school site to facilitate school travel projects e.g. cycle storage, parent waiting shelters etc	Neighbourhood Services	Ongoing
Implementation of a town-wide accreditation scheme for schools with a school travel plan link to modal shift	Neighbourhood Services	Mar/08
Introduction of cycle permit schemes at schools with secure cycle storage	Neighbourhood Services	Ongoing
Installation of cycle storage and lockers a new STP schools	Neighbourhood Services	Ongoing
Delivery of an independent travel training programme at Catcote School	Neighbourhood Services	Ongoing
Bus Behaviour Initiative – Develop a town wide code of conduct for bus behaviour as part of the home to school transport policy	Children Services	Mar/08

Objective 5: Improve infrastructure and facilities on and around educational establishments to encourage safer and sustainable travel, through the delivery of Hartlepool's Local Transport Plan, Building Schools for the Future and Primary Capital Programme

Activity	Lead	Target Date for Completion
Target delivery of the Safer Routes to Schools to facilitate safer and sustainable travel to school	Neighbourhood Services	Ongoing
Encourage schools to bid for the School Travel Plan Awards scheme to fund small capital schemes within the school site to facilitate school travel projects e.g. cycle storage, parent waiting shelters etc	Neighbourhood Services	Four funding rounds per year
Procure a Geographical Information System (GIS) to enable young people to plot their routes to school / college and identify any problems / barriers on their school journey	Neighbourhood Services	01/Sept/07
Launch Wave 5 Building Schools for the Future Authorities	Children Services	01/Sept/07
Review the audit of infrastructure to identify potential highway schemes to facilitate sustainable travel	Neighbourhood Services	1/Dec/07
Completion of Strategy for Change (BSF)	Children Services	1/Apr/08
On site (BSF)	Children Services	01/Sept/12
Completion of refurbishments (BSF)	Children Services	01/Sept /12
Completion of new build (BSF)	Children Services	01/Sept/12

Objective 6: Support the promotion of healthy, safe and sustainable travel through the 'be healthy' and 'stay safe' outcomes of Every Child Matters.

Activity	Lead	Target Date for Completion
Support primary schools with the establishment of walking buses, with the aim of establishing three per year	Neighbourhood Services	31/May/07
Delivery of on road cycle training to year 6 pupils to facilitate cycling to and from school	Neighbourhood Services	01/Sept/07
Promote the benefits of school travel plans through the National Healthy Schools Standard & School Sports Partnerships	Children Services	Ongoing
Incorporate key elements of the sustainable modes of travel strategy into the Joint Area Review	Children Services	Ongoing
Ensure 85% of school-age children are accessing 2 hours of PE and school sport per week by 2008	Children Services	01/Apr/08
All school age children have the opportunity to access 4-5 hours of school sport per week in 2 hours of which is in curriculum time	Children Services	01/Apr/08

Chapter 14

Sustainable Modes of Travel Strategy 2007 - 2011

Barriers to Implementation



14 Barriers to implementation

There are many reasons for increased car use and some of which cannot easily be addressed. The following barriers have been identified:

Casualty reduction versus mode shift

Measures to improve road safety such as barriers, lining, relocation of the school crossing patrol and traffic regulation orders may be implemented outside of the school, as schools frequently contact the road safety or traffic team directly with specific issues or concerns. Cross-departmental work is being undertaken with these services areas to ensure any measures implemented outside of a school compliment the wider objective of achieving safe and sustainable travel to school, whilst achieving the differing priorities of each service area.

Cycle Training in Schools

Cycle training is delivered to all primary schools in the town and each school identifies the required number of Y6 pupils to participate in the training. Currently pupils are put forward at the discretion of the school. However, distance travelled to school and feasibility to cycle to school is currently being reviewed by the Road Safety Team who propose to deliver a twin track approach to cycle training, This will significantly help schools to increase levels of safer cycling to and from school.

Limited cycling provision at schools

It is difficult to promote cycling to school when schools do not have safe provision for bicycles. In 2003/04 only one primary school in the town had secure cycle storage. A commitment was made to address this in 2004/05, resulting in four primary schools and one secondary being provided with secure cycle storage. These schools were selected due to their commitment to the STP process and their close proximity to a cycle route. Since that time a number of other schools have followed and used their school travel plan capital grant to purchase storage facilities. However storage for personal equipment such as lockers and shower facilities are still rare in many schools and is a barrier to increasing levels of cycling to school.

Extended schools agenda

The DCSF is encouraging all schools to work with local partners to develop wider 'extended' services. Such services will differ from one school to another according to local need, but might include out-of-school-hours learning activities, as well as health

and social care, childcare, adult education and family learning, leisure activities, and ICT access. As schools move or extend their hours of operation this will impact on the provision of the school crossing patrol service and home to school transport provision.

Admissions policy

Parents are required to complete a parent's preference form (CAF1 Form) identifying their priority order of schools. Pupils can no longer be guaranteed a place at their admission zone school. If a school is oversubscribed and parents fail to express a preference for that school, then no place will be available. Parental choice helps to increase dependence on the car. As parents exercise their rights, selecting a school which is not their nearest appropriate school, do not have an entitlement to home to school transport and may be more likely to use the car.

Home to School Transport

The provision of home to school transport meets the statutory requirements, although it is evident from travel surveys at some secondary schools, that not all entitled students are using the service. A Young Transnet consultation event in April 2005 was undertaken with a sample of secondary students to identify the key issues on public transport services. Overcrowding, bullying and an unreliable service were stated as reasons for not using the bus to travel to school. To address this the Education Authority, in partnership with the Transport Authority, are working on a town wide 'Bus Behaviour Initiative' which includes an awareness raising campaign in schools, a code of conduct for young bus users and the installation of CCTV on key home to school routes. A further consultation event will be undertaken with Young People in September 2007 to identify their priorities to feed into this strategy,

New school developments

Building Schools for the Future (BSF) is the biggest single government investment in improving school buildings for over 50 years. The aim is to rebuild or renew every secondary school in England over a 10-15 year period. Hartlepool is due to launch in September 2007 and partnership working with Children's Services is required to ensure consideration for walking and cycling opportunities are included in planning applications and a travel plan is submitted where deemed appropriate.

Chapter 15-16-17

Sustainable Modes of Travel Strategy 2007 - 2011

Monitoring & Evaluation, Financial Implications, Consultation and Strategy Review



15 Monitoring & Evaluation

The Education and Inspections Act Group will coordinate the delivery of the strategy. The Integrated Transport Unit Steering Group will be provided with quarterly updates on how the delivery of the strategy is progressing towards achieving the associated targets.

16 Financial Implications

Funding has been allocated within the next LTP to support the implementation of highways infrastructure to address issues identified within the assessment of need and audit of infrastructure, to support safe and sustainable school travel.

17 Consultation & Strategy Review

The development of this strategy has taken into consideration the development of the Local Transport Plan (2006-2011), ensuring consistency with LTP 2 objectives.

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CABINET REPORT

10th December 2007



Report of: The Director of Regeneration & Planning Services

Subject: OUTCOME OF BALLOT TO ESTABLISH A
BUSINESS IMPROVEMENT DISTRICT (BID) FOR
LONGHILL & SANDGATE INDUSTRIAL ESTATES

SUMMARY

1. PURPOSE OF REPORT

To inform Cabinet of the outcome of the postal ballot undertaken for the establishment of a BID for the Longhill and Sandgate Industrial Estates.

2. SUMMARY OF CONTENTS

This report details the outcome of the postal ballot that was undertaken by the Electoral Reform Services on behalf of the Council, the key features of the agreed BID, the management arrangements for the agreed BID and the role and responsibility of HBC.

3. RELEVANCE TO CABINET

This report follows on from the previous reports to Cabinet on the 11th June and 17th September 2007, that highlighted the work undertaken so far in developing a BID for Longhill and Sandgate Industrial Estates and the subsequent formal notification to undertake a ballot to establish the BID.

4. TYPE OF DECISION

Non Key.

5. DECISION MAKING ROUTE

Cabinet 10th December 2007

6. DECISION(S) REQUIRED

Cabinet are asked to accept this report noting the positive outcome of the ballot to establish a BID for the Longhill and Sandgate Industrial Estates.

Cabinet are asked to authorise the development work needed to implement the Longhill and Sandgate BID including formalising the Management Board for the BID.

Report of: The Director of Regeneration & Planning Services

Subject: OUTCOME OF BALLOT TO ESTABLISH A
BUSINESS IMPROVEMENT DISTRICT (BID) FOR
LONGHILL & SANDGATE INDUSTRIAL ESTATES

1.0 PURPOSE OF REPORT

- 1.1 To inform Cabinet of the outcome of the postal ballot undertaken for the establishment of a BID for the Longhill and Sandgate Industrial Estates.
- 1.2 Members will recall that a report was brought to Cabinet on 11th June 2007 that highlighted the work undertaken so far in developing a BID for the Longhill and Sandgate Industrial Estates. This report included details of what the theme of the proposed BID is and what the identified management arrangements are for the BID including the role of HBC. Cabinet accepted this report as a pre-proposal notification to pursue a BID for the Longhill and Sandgate Industrial Estates and agreed to officers continuing discussions with a view to completing the business plan and preparing for the ballot.
- 1.3 A subsequent report was brought to Cabinet on 17th September 2007 that included the final business plan and highlighted the stages of the ballot process. Cabinet accepted this report as the official notification to undertake a ballot for the establishment of a BID for the Longhill and Sandgate Industrial Estates.

2.0 OUTCOME OF THE POSTAL BALLOT

- 2.1 The administration of the postal ballot was undertaken by the Electoral Reform Services (ERS). ERS sent out the official notifications to all the businesses on the Longhill and Sandgate Industrial Estates that a ballot for a BID was going to be undertaken. This was followed by the actual ballot papers sent to business on the 12th October with the closing date for completed ballot papers being 5pm on the 9th November 2007.
- 2.2 From the business rating list supplied by the Council, ERS sent out a total of 198 ballot papers to eligible voters. There were a total of 57 ballot papers returned to ERS by the deadline (29% turnout).
- 2.3 For the L&S BID ballot to be successful it had to meet two tests:
 1. A majority (51%) in number of those voting must be in favour of the proposal.

2. There must be a majority in the proportion of the aggregate rateable value of those voting
- 2.4 In both case there was an overwhelming majority. Of the total votes that were submitted 81% voted in favour of the proposed BID and this represented 94% of the aggregate rateable value of those businesses that had voted.
- 2.5 The result of the BID ballot was therefore formally declared a yes vote by the Councils Chief Solicitor on Monday 12th November 2007.

3.0 KEY FEATURES OF THE L&S BID

- 3.1 As identified in the BID business plan the Longhill & Sandgate BID will fund the monitoring, maintenance and updating of the CCTV system that is being installed.
- 3.2 The installation of the CCTV system for the two estates will be funded by Hartlepool NDC for £149,000 and HBC Community Safety Capital Grants Scheme for £31,200. A further £85,000 has been agreed through a Section 106 planning agreement with Tesco and their proposal to expand their store on the Longhill Industrial Estate.
- 3.3 It has been agreed that the BID levy will be 2% of the rateable value per annum of all hereditaments in the proposed BID area. (The list of rate payers will be determined and monitored by the Councils rates section).
- 3.4 There will be two thresholds set to this levy, a minimum payment threshold of £100 per annum and a maximum payment threshold of £1,500 per annum.
- 3.5 The BID is expected to run for 5 years starting from 1st April 2008 until 31st March 2013.

4.0 BID MANAGEMENT & ADMINISTRATION

- 4.1 The Longhill and Sandgate BID will be managed by a partnership that consists of the Borough Council, L&S Business Association, Hartlepool New Deal for Communities, and Hartlepool Police.
- 4.2 Representatives from each of the Partnership organisations have formed a Management Board that has been responsible for developing and agreeing the BID business plan and overseeing the implementation of the BID process.
- 4.3 It is anticipated that this Management Board will now formally have responsibility of overseeing the implementation of the agreed BID.
- 4.4 A draft constitution has been prepared with input from the Council's Legal Section that will govern the running of this partnership and we anticipate formal adoption at the next Management Board meeting.

- 4.5 Hartlepool Borough Council will be the accountable body for the agreed BID and will have the role of collecting the levy from businesses, holding the money collected, arranging payments of invoices on expenditure as approved in accordance with the overall BID purpose and agreement.

5.0 RECOMMENDATION TO CABINET

- 5.1 Cabinet are asked to accept this report noting the positive outcome of the postal ballot to establish a BID for the Longhill and Sandgate Industrial Estates.
- 5.2 Cabinet are asked to authorise the development work needed to implement the Longhill and Sandgate BID including formalising the Management Board for the BID.

CABINET REPORT

10th December 2007



Report of: Director of Children's Services

Subject: SCHOOLS TRANSFORMATION: BSF STRATEGY
FOR CHANGE: PART ONE

SUMMARY

1. PURPOSE OF REPORT

To request Cabinet to approve the submission of Part One of the BSF Strategy for Change.

2. SUMMARY OF CONTENTS

The report provides information on the background to the requirement on Authorities which have been admitted to the BSF Programme to produce a Strategy for Change

3. RELEVANCE TO CABINET

Building Schools for the Future (BSF) will have a significant impact on the future provision of education in Hartlepool.

4. TYPE OF DECISION

Non Key

5. DECISION(S) REQUIRED

Cabinet is recommended:

- To consider amendments to Part One of the Authority's Strategy for Change suggested by the Schools Transformation Project Board, presented orally at the Cabinet meeting.
- To authorise submission of Part One of Strategy for Change.

Report of: Director of Children's Services

Subject: SCHOOLS TRANSFORMATION: BSF STRATEGY
FOR CHANGE: PART ONE

1. PURPOSE OF REPORT

To request Cabinet to approve the submission of Part One of the BSF Strategy for Change.

2. BACKGROUND

Hartlepool was admitted to the national Building Schools for the Future Programme as a Wave 5 Authority on 30th October 2007. The main tasks for the next year are to prepare and submit a Strategy for Change in two parts (December 2007 and May 2008) and an Outline Business Case (October 2008). The deadline for submission of Strategy for Change Part One, imposed by Partnerships for Schools (PfS) is 25th December 2007.

A draft Strategy for Change Part One has been attached to this report as **Appendix 1**. In preparing this draft, advice and guidance has been received from Partnerships for Schools (PfS), the Department for Children Schools and Families (DCSF) and 4ps. The length of the document and the headings of the main sections are prescribed in written guidance issued by PfS.

3. MEETING OF HARTLEPOOL SECONDARY HEADTEACHERS 22ND NOVEMBER 2007

Hartlepool secondary headteachers considered a draft of Strategy for Change Part One at their annual residential conference on 22nd November 2007. A number of amendments were suggested and these have been incorporated into the draft that has been attached as Appendix 1 to this report. Hartlepool secondary headteachers have endorsed the Authority's Strategy for Change and agreed that it will support each institution's preparation of a School Strategy for Change over the next six months, as required under the terms of the BSF programme.

4. MEETING OF SCHOOLS TRANSFORMATION PROJECT BOARD 5TH DECEMBER 2007

By the time Cabinet meets on 10th December 2007, the Schools Transformation Project Board will have met on 5th December to consider a draft of Strategy for Change Part 1 (SfC1). In order to ensure compliance

with the partnerships for Schools (PfS) deadline for submission of SfC1, the Project Board was asked to consider the draft as attached as Appendix 1 to this report. The Director of Children's Services will report any recommendations for amendments to SfC1 at the Cabinet meeting.

5. RECOMMENDATIONS

Cabinet is recommended:

- To consider amendments to Part One of the Authority's Strategy for Change suggested by the Schools Transformation Project Board, presented orally at the Cabinet meeting.
- To authorise submission of Part One of Strategy for Change.

6. CONTACT OFFICER

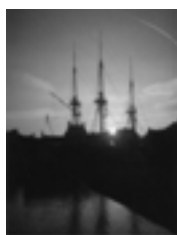
Rachel Smith, Principal Project Officer, Schools Transformation Team
Telephone: 01429 523761

Building Schools for the Future

Strategy for Change

(Part One)

Draft 3
26th November 2007



C O N T E N T S

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1. Diversity, Choice and Access	Paragraph 3, page 4
2. SEN and Inclusion	Paragraph 1 d), page 3; Paragraph 8, page 8
3. Raising Standards	Paragraph 1 b), page 3; Paragraph 2, page 4 Paragraph 4, page 5
4. Procurement	Paragraph 13, pages 10 & 11
5. Project Management	Paragraph 16, page 12
6. Sharing Practice	Paragraph 14, page 11

Section A:

PRE BSF												POST BSF												
School Name	NOR 11-16 Sep 2007	NOR Post 16 Sep 2007	IMD data % pupils in 10% most deprived SOA		Characteristics (2007)	Standards 2006	Standards (2007) Provisional			Governance	Extended Services	OfS TED Grade	Projected NOR 11-16 Sept 2017	Projected NOR Post 16 Sept 2017	IMD data % pupils in 10% most deprived SOA	Characteristics & Standards (2017)								
			FSM Sep 2007 (%)	Specialism	Contextual Value Added Score KS2 - KS3	Contextual Value Added Score KS2 - KS4	5 A*-C (inc. English and maths) (%)	Attend (%)	FSM (%)							Specialism	CVA - National Quartiles KS2-3	CVA - National Quartiles KS2-4	5 A*-C (incl English and Maths) (%)	Attend (%)	Governance	Extended Services		
Brierton Community Schod	755	0	63.7%	30.9%	Sport	98.3 - (Lower quartile)	986.1 - (Lower quartile)	23.90%	91.8%	Community	-	3*	Schod closure - 31st August 2009											
Dyke House Schod	1008	0	66.1%	33.3%	Technology	102.3 - (Upper quartile)	1038.9 - (Upper quartile)	28.6%	91.8%	Community	1/2	2*	1046	0	52.5%	37%	Technology & Sport	Upper Quartile - (subject to annual review)	Upper Quartile - (subject to annual review)	55%	95%	In consultation	1	
English Martyrs RC Schod & Sixth Form College	1280	306	31.5%	13.8%	Art & Leading Edge	99.5 - (Interquartile range)	1010.6 - (Upper quartile)	52.9%	93.7%	Voluntary Aided	4 Art & Sport	2	1200	267	35.1%	13%	Modern Foreign Languages, Art & Music	Upper Quartile - (subject to annual review)	Upper Quartile - (subject to annual review)	65%	95%	Voluntary Aided	2/3	
High Tunstall College of Science	1192	0	14.7%	9.2%	Science	99.8 - (Interquartile range)	1009.1 - (Interquartile range)	52.2%	93.4%	Community	4	3	1179 + 25 place special unit	0	36.5%	15%	Science, considering Humanities or PE	Upper Quartile - (subject to annual review)	Upper Quartile - (subject to annual review)	58%	95%	In consultation -possibility of becoming Foundation Schod	3	
Manor College of Technology	1058	0	45.2%	21.3%	Technology	99.0 - (Lower quartile)	999.3 - (Interquartile range)	38.4%	93.0%	Foundation	3	1	1035 + 20 place special unit	0	52.7%	32%	Technology & Raising Achievement (Mentor Schod)	Upper Quartile - (subject to annual review)	Upper Quartile - (subject to annual review)	51%	95%	Foundation	2	
St Hild's Church of England VA Secondary Schod	870	0	46.0%	24.7%	Engineering	100.6 - (Upper quartile)	1008.2 - (Interquartile range)	31.9%	93.0%	Voluntary Aided	3	3	895	0	44.5%	31%	Engineering & Performing Arts	Upper Quartile - (subject to annual review)	Upper Quartile - (subject to annual review)	52%	95%	Voluntary Aided	2	
Catcote Schod	54	25	55.2%	74.1%	Business & Enterprise	N/A	N/A	N/A	88.1%	Community Special	4	2	110	-	46%	Business & Enterprise & Vocational	N/A	N/A	N/A	95%	Community Special	1		
Access to Learning	56	0	N/A	55.4%	-	N/A	N/A	N/A	65.0%	Pupil Referral Unit	N/A	Notice to improve	12	0	N/A	55%	N/A	N/A	N/A	N/A	90%	Pupil Referral Unit	N/A	
Local Authority	6273	331	44.3%	20.5%	N/A	N/A	1008.7	38.7%	92.9%	N/A	N/A	N/A	5744 + 45 places in spedal units		44.7%	26%	N/A	N/A	N/A	56%	95%	N/A	N/A	

Key and Information Source

Extended Services	<p>1 = Sustainable - All five extended services areas provided and sustainable</p> <p>2 = Full - All five extended service areas are provided but some budgetary pressures</p> <p>3 = Considerable - Most extended services are provided but some gaps remain</p> <p>4 = Some - Some extended services are provided</p> <p>5 = None - Very little or no extended services are provided</p>
Pre BSF	
OfSTED	<p>1 - Outstanding</p> <p>2 - Good</p> <p>3 - Satisfactory</p> <p>4 - Inadequate</p> <p>* Indicates that inspection took place under old Framework</p>
IMD data	IMD data reflects the percentage of pupils in each school residing in the 10% most deprived Super Output Areas nationally based on individual pupil data.
Post BSF	
5 A*-Cs (inc. English and maths)	These estimates are based on the Fischer Family Trust (FFT) data Type D. The estimates provide an indication of achievement that would be consistent with the progress made by pupils in schools which achieved a value-added score in the upper quartile. These targets include challenge following BSF investment and are cognisant of the level of deprivation in Hartlepool.
Attendance	The attendance targets have been calculated using existing attendance data and national averages.
IMD data	Post BSF figures are based on individual pupils currently attending partner primary schools and reflect the closure of Brierton Community School.
The Post BSF data reflects the closure of Brierton Community School and the impact this has on the remaining secondary schools.	

St Hild's was rebuilt in 2003, therefore the Capital expenditure will be limited to ICT

Section B: A Strategic Overview of School Provision

1. Where We Are Now

- a) **Vision** - We are fully committed to “improving the lives of our children and young people in Hartlepool. They face great opportunities and pressures and we believe that working together we can improve their lives both now and into the future” (CY PP 2006-2009). We recognise that BSF is much more than a building programme; with the support of BSF investment we will transform teaching and learning for all Hartlepool’s children and young people and we will support family and lifelong learning opportunities by placing our schools in the heart of their communities. ICT will afford opportunities for all to access and innovate their learning.
- b) **Standards** - Standards for schools overall in Hartlepool compare very favourably to statistical and regional neighbours and almost all are improving consistently year on year. Most are now at or above national averages and attainment gaps have narrowed sharply. Value added is improving; compared to similar authorities value added performance is strong. Through the personalisation of learning, supported by innovative technologies such as emerging class voting systems and on-line testing, value added will improve even further. The attainment and achievement of vulnerable groups is improving. Gaps in attainment between those children living in the most deprived areas of the local authority and the rest are narrowing. However, boys’ achievement in English continues to be an area for improvement and targeted support. In addition, we are working strenuously to meet or exceed national averages at Key Stage 4, particularly at 5+A*-C, including English and mathematics.
- c) **Provision of Schools and Pupil Places** - Hartlepool currently maintains six mainstream secondary schools, one secondary special school and an Access to Learning site for excluded pupils, others unable to attend school and pupils with emotional and behavioural difficulties. In 2007 we have approximately 6,500 11-16 places in the six mainstream schools. Pupil projections for 2017 suggest the need to remove up to 1,000 places, subject to agreement with PFS on appropriate level of surplus places to facilitate parental preference and the need to provide sufficient places at the time that capital investment is completed.
- d) **Reorganisation** - Following three stages of formative consultation and the publication of statutory proposals, the Council’s Cabinet has decided to discontinue Brierton Community School with effect from August 2009.
- e) **SEN and Inclusion** - Hartlepool’s secondary special school caters for pupils aged 11-19 with a range of special educational needs. It supports pupils from mainstream schools by providing outreach support, dual registration and access to specific curriculum modules, particularly in vocational areas. Catcote Special School currently makes provision for pupils with Behavioural Emotional and Social Difficulties (BESD) through a service level agreement with the Authority and the headteacher of Catcote Special School is also temporarily leading the Pupil Referral Unit, located at A2L. Catcote also makes provision for students aged 19-25 under a franchise agreement with Hartlepool College of Further Education. We have consulted widely on future specialist provision as detailed in Paragraph 8 and we are planning innovative change supported by BSF investment.
- f) **Admissions** - In its role as coordinator of the schools admissions system, Hartlepool achieved 98% first preferences in autumn 2007. Oversubscription criteria for secondary admissions are currently based on geographical admission zones, although it is intended to change to a partner primary school system in September 2009.
- g) **Behaviour and Attendance** - Hartlepool established a Behaviour and Attendance Partnership in 2007. In 2005/06 there were 23 permanent exclusions from secondary schools. As a result of increased partnership working and the introduction of a Fair Access (Managed Moves) Protocol, the number of permanent exclusions reduced to 5 in 2006/07.

- h) Sustainability** - We are conscious of the need to ensure that sustainability is an integral feature of our current work and BSF planning. We have submitted a bid to be a School Travel Pathfinder Authority. We are in the process of establishing an Integrated Transport Unit. Three of our current secondary schools have already achieved Healthy School status and the remainder are due to be recognised as Healthy Schools within the next school year. All secondary schools are currently addressing sustainability issues through the curriculum and this will be enhanced as schools involve their pupils in the design process.
- i) ICT** - ICT is already at the heart of our strategies for improving teaching and learning. We have appointed a Strategic Director for E-Learning who provides a strategic link between the current work of schools and our BSF transformation agenda. We have invested in Computers for Pupils, we already have high specification (100mbs) broadband connectivity in all secondary schools and, as part of the Computers for Pupils initiative, we have installed a Borough wide wireless infrastructure at 5.8 specification, with localised 2.4 specification in the Computers for Pupils localities.

2. BSF Added Value

As a result of BSF investment, educational outcomes will continue to improve and attainment gaps will narrow further. Personalisation of learning and exciting new curriculum developments such as Specialised Diplomas will improve performance significantly at Key Stages 3 and 4 and our aim is to ensure that performance in Hartlepool exceeds national averages. Evidence of our aspirations can be seen in the chart in Section A.

Attendance in Hartlepool secondary schools, already above national averages, will continue to improve because children and young people will be better motivated to attend school and enjoy their learning. There will be no permanent exclusions except in the most extreme circumstances as schools will be exciting and motivating places of learning where disaffection and disengagement from education will be eliminated. Personalised and flexible learning, supported by state-of-the-art ICT, will ensure all children and young people are engaged. In doing so we will reduce the number of young people who are NEET.

The provision of out of school hours enrichment and learning activities across Hartlepool is well developed. A wide range of activities is currently in place and will be extended through BSF investment. The new and redeveloped schools will be centres of excellence for extended services and will operate flexibly to meet the demands of local people. We will plan the regeneration of our schools alongside the regeneration of our town. Schools will provide a range of extended services, before and after the school day which support learning, achievement, enrichment and the Every Child Matters agenda. We are engaged with a significant number of partners and stakeholders, auditing current provision, sharing good practice and expertise; our third sector partners make a particularly strong contribution. Our intention is to work with our partners to ensure that we make the most of the BSF investment opportunities and secure additional investment to integrate services and provision. We will support further development of whole life learning and family learning in each locality served by our schools.

3. Diversity, Choice and Access

The current status of each of Hartlepool's secondary schools is described in Section A. Brierton Community School will close in August 2009, ahead of BSF investment. The remaining five mainstream schools will be expanded through temporary accommodation to accommodate pupils who are transferred. Brierton was selected as the school to be proposed for closure because it was projected to have the greatest surplus capacity, it had the most significant issues in terms of condition and suitability and the rate of improvement was not as great as at other schools. In closing our least popular and least successful secondary school while expanding our more popular and successful schools and investing significantly in them through BSF, we believe that we will be providing pupils and their families with a choice of excellent provision, within the school day and beyond.

Of the two mainstream schools that currently have community status, one has begun the process of consulting on acquiring foundation status and the other has indicated its intention to consult. The Authority is currently exploring models of Trust status with school leaders and one school has already expressed an interest in exploring the acquisition of Trust school status. It is therefore likely that, when BSF investment is complete, all mainstream secondary schools will have a status other than community school status. We have begun to discuss the possibility of Trust status with Catcote Secondary Special School, as this could potentially facilitate the co-location of our secondary and primary special schools as described in Paragraph 8 below. We are exploring the provision of a small Pupil Referral Unit to supplement inclusion opportunities that will be developed within each of the five mainstream schools.

All secondary schools have specialist status. One school already has a second specialism and all others will achieve this. By working together we will ensure that all specialisms in Hartlepool are complementary. The authority believes that the range of schools to be offered in such a compact borough is entirely appropriate.

4. Underperforming Schools

In summer 2007 two schools did not achieve 30%+ 5+A*-C(including English and maths) grades at GCSE. One of these was Brierton Community School which is to close on 31st August 2009. Dyke House School achieved 28.6%, but this rises to 66.2% if the half GCSE equivalent Adult Literacy and Numeracy qualifications are taken into account. Improving performance in English and maths has been identified as a priority for all schools. A very good School Improvement Strategy, agreed with schools, identifies those schools requiring intervention and support which is clearly differentiated in favour of those schools with greatest needs. There are no schools in Special Measures and only one, the PRU, has a Notice to Improve. Ofsted inspections since September 2005 indicate that overall effectiveness in most schools is good, with several examples of outstanding provision.

We will sustain and improve our strategy for school improvement by building capacity within the schools' sector to challenge, intervene and support each other. An Education Improvement Partnership, involving Hartlepool secondary schools, the local colleges and the Local Authority, has been established on the back of a very successful Excellence in Cities Partnership, where peer evaluation and support was a cornerstone of effective collaborative working. BSF preparation is supporting partnership working by the establishment of Learning Networks, a 14-19 Strategic Partnership and Specialised Diploma working groups. In order to promote continuous improvement, schools will be challenged and supported to enhance their self-evaluating skills. Best practice will be identified and shared.

Through BSF investment we will significantly improve the physical environment for teaching and learning, provide state of the art ICT infrastructure and equipment and focus on the needs of each individual student. Our change management processes will ensure that staff are fully prepared to embrace the new and exciting opportunities that BSF will bring. BSF investment will therefore enable us to bring about significant improvement in all schools, particularly those where underachievement is a potential risk.

5. Personalised Learning

Personalised Learning is fundamental to our BSF strategy. It is the key to unlocking the potential of Hartlepool's children and young people and presents an exciting opportunity to radically change the way in which they acquire the knowledge, skills and understanding they will require in order to be successful in the future. Personalised learning means taking a highly structured and responsive approach to each pupil's learning, so that all pupils are enabled to progress, achieve and participate. In Hartlepool we will:

- engage all pupils and their parents as partners in learning
- enable all pupils to understand themselves better as learners
- ensure all pupils are supported and challenged to meet their full potential
- help pupils to become independent lifelong learners
- give pupils more choice about what, how and where they learn through innovation such as Learning Platforms, mobile technologies and a diverse and differentiated curriculum offer
- redesign our KS3 curriculum to ensure breadth and balance for all learners while responding to the requirements of the National Secondary Strategy

- extend activities outside of schools to meet the needs of pupils and their families
- design our post BSF schools to ensure appropriate spaces are provided to allow a flexible approach to teaching and learning.

The development and provision of ICT will be crucial to the delivery of the Personalised Learning agenda. Teachers and support staff will fundamentally change their styles of teaching and responsiveness to learners' needs because of enhanced ICT capabilities. This will lead to a strengthening and deepening of the relationships between learners and those who support their learning.

Hartlepool will be a learning town in which learning can occur any time, any anywhere. We will further develop our use of Learning Platforms and a Virtual Learning Environment within our ICT Managed Service. In order to achieve learning anytime anywhere we have begun to install wireless connectivity as part of our Computers for Pupils strategy in the town and BSF investment will enable us to ensure that all learners have access to the full potential of ICT.

BSF will enable us to build on our already successful programme of inclusion. By doing so we will meet the needs of all pupils, including the most vulnerable children and young people, for example those with special educational needs and those who are looked after. We will design individual pathways that meet each learner's individual needs.

At the heart of our vision for education in Hartlepool, post-BSF investment, is our understanding that no individual institution will be able to meet all the needs of all of its learners. We see collaboration between institutions, learners, staff and other partners being at the very centre of our strategies. ICT is fundamental to making this possible, as learners will be able to access their own learning, regardless of their home institution. Schools will become the hubs for community, family and whole-life learning.

6. 14-19 Entitlement

There is a strong focus on collaboration in Hartlepool, which is critical to future 14-19 provision. The 14-19 Strategic Partnership is fundamental to the success of our 14-19 strategy. The Partnership is supported by LSC, Connexions, HEI and other partners and has representatives from all sectors, including Tees Valley Education Business Partnership (EBP), Education Business Link Organisation (EBLO), work based learning programmes and community and voluntary partners. Each partner has sharply defined and well understood roles and lines of accountability. The partnership is effective in ensuring a coherent and cohesive programme of learning for our young people through strategic visioning and operational planning. The partnership was recognised as high performing in the December 2006 Joint Area Review and collaborative activities were rated 'green' in the October 2007 Government Office 14-19 Progress Checks.

BSF investment will provide an opportunity to build on successful and developing partnerships to increase participation by young people in the 14-19 age range and further improve attainment. In partnership with the LSC we will link our planning to the proposals for college investment. In order to ensure BSF investment is used to transform the 14-19 offer we will:

- set aspirational, but achievable targets for pupil and student performance and for engagement of young people throughout the 14-19 age range
- support pupils with learning difficulties and disabilities to achieve their full potential through appropriate design of buildings, specialised ICT provision and collaboration between special and mainstream schools and the college sector
- develop specialist facilities, which will sustain all vocational lines of learning; in doing so we will, wherever relevant, base specialist provision at schools and colleges with relevant specialist expertise and encourage collaboration supported by learning platforms and communications technologies.
- ensure that, via town wide Learning Platforms, learners will continue to be able to access their learning resources and communication with their teachers while out of school, eg on placement, undertaking work experience or in hospital
- assist in the change management process, enabling staff to share teaching strategies and programmes and to embed new ways of teaching and learning in the heart of schools and colleges.

We have already begun to audit the qualifications, knowledge and expertise of staff working throughout the 14-19 sector. The principal purpose of this is to identify possible gaps in specialist areas. Our Change Management Team will be further enhanced to meet development needs ahead of completion of investment.

Hartlepool, in partnership with the LSC, is carrying out a mapping exercise of existing 14-19 provision across the town. The project will consider 14-19 progression rates and intervention strategies targeted at vulnerable groups (eg NEET, LAC, SEN). The audit will also ensure that there is no inappropriate duplication of provision across the town, and we will support the locality planning of specialist services through the commissioning process. Both BSF funding and LSC capital funding are an integral part of the planning process, and the Local Authority and our partners are working together to ensure that any planned new developments have taken consideration of the challenges of the 2013 learning entitlement and the opportunities that the new curriculum and teaching initiatives provide.

7. Integrated Services

Partnership working within Hartlepool has been well established over many years and schools and colleges are active participants in the process. The Children's Trust was established in April 2007 and is working towards the development of joint planning and commissioning arrangements. Schools, governors, parents and young people are well represented on the Trust.

Hartlepool's first Children and Young People's Plan was written in 2006, was refreshed in 2007 and it is intended that there will be more significant revisions in 2008, preparatory to a new plan being published in 2009. BSF investment will enable us to make significant improvements across all outcome areas through joined up planning by the Local Authority and its key partners; this will be made explicit in the new CYPP at the same time as we prepare to finalise our plans for our new and remodelled schools.

Hartlepool has taken a holistic approach to the Every Child Matters agenda bringing together under a single Integrated Working and Information Sharing Programme (IWISP), planning for change in working practices, training and relevant ICT developments. ICT has been an enabler for all of these programmes through integrated systems. In order to ensure that our services are truly integrated we have brought together, through IWISP, the Lead Practitioner role, the Common Assessment Framework (CAF), multi-agency working, Contact Point and Integrated Children's System (ICS). Our IWISP approach has been identified nationally as a model of excellent practice.

We are working with colleagues in our Regeneration and Planning Department to identify ways in which BSF investment can complement and facilitate regeneration, including future extensions to the capabilities of our emerging wireless learning network. We are talking to residents and relevant stakeholders as well as children and young people. By the time we have prepared and submitted our Outline Business Case in October 2008, we are confident that we will be able to identify opportunities and funding to begin to progress further integration of services in Hartlepool through capital investment.

Our implementation of the SureStart Children's Centres agenda is well advanced. We currently have five designated locality based Children's Centres, with a further two centres planned for 2008. We are already ahead of the government target for 2010.

Our extended schools strategy will be further enhanced by exploring opportunities for co-location of services and further integration of our practice. Through BSF and the Primary Capital Programme investment we will provide opportunities for all children and young people to access equitable universal services alongside targeted and specialist services, delivered flexibly to meet individual and local needs.

We have engaged with Sport England, the Football Foundation and we have established our PE and Sport Stakeholder Group which is chaired by the Director of the County Sports Partnership. We will engage further with the national governing bodies of relevant sport organisations to identify potential areas for development and sources of funding and have already engaged in consultation with our Community Sports Network.

8. Inclusion

In Hartlepool we are committed to providing the best possible educational experiences for all children and young people, including pupils with learning difficulties and disabilities, pupils who are looked after, have English as an additional language, are from ethnic minority backgrounds, pupils who are gifted and talented and all those who are disadvantaged in any way.

“The Council has an excellent policy for including pupils with SEN within mainstream schools. These pupils make very good progress and achieve well. Parents have a real choice of schools for their children and relationships with the Special Education Service are very good” (JAR2006).

In Hartlepool we recognise the benefits of maintaining first class specialist provision while at the same time trying to ensure that every child could have their needs met in a mainstream school if parents prefer this. In Hartlepool specialist provision will be delivered by a small secondary special school (Catcote), additionally resourced provision at two mainstream secondary schools (High Tunstall and Manor) and out-reach and in-reach provided by these three institutions. Collaboration between these providers will be essential to ensure success and ICT will be fundamental in enabling this to happen.

We are exploring the possibility of co-locating Catcote Secondary Special School with Springwell Primary Special School. We would wish to continue to maintain two separate institutions, as we believe that children with SEN have a right of transition between the primary and secondary phases of education. We see the co-located schools in a potential hard federation, sharing facilities and expertise. We have begun to explore the possibility of bringing other partners to the co-located site, providing integrated and extended services for children and young people with learning difficulties and disabilities. We wish to make the new provision available to people of all ages who would benefit from its services and facilities.

Catcote already works in partnership with the Hartlepool College of Further Education to provide for young people up to the age of 25 through a franchise arrangement. Catcote School has specialist Business and Enterprise status and we wish to build on this and develop opportunities for young people with learning difficulties and disabilities to make the transition from formal education to the world of work through innovative provision of business start-up and enterprise opportunities, linked to Hartlepool's regeneration plans.

We recognise that significant capital and ICT funding will be necessary to achieve our vision and ambitions for co-located specialist provision. We will use BSF capital and ICT funding as a catalyst and bring other sources of funding to the project as they are identified and made available.

As stated in Paragraph 1, permanent exclusions from Hartlepool secondary schools have reduced from 23 to 5 in the last year. Although schools are working in partnership with the Authority and with each other to minimise permanent exclusions we recognise the need for a small 12 place Pupil Referral Unit. This will ensure that we can meet the educational needs of those very few young people for whom a school setting is not appropriate at a particular point in time. We are currently exploring how best to develop and locate the PRU to maximise efficiency and value for money.

We will ensure that vulnerable and at-risk groups, such as pupils looked after by the Local Authority (LAC), pupils for whom English is an additional language (EAL) and ethnic minority pupils are fully involved in the process of development and design for rebuilding, remodelling and refurbishing our schools. We will do this by engaging with them through Hartlepool Young Voices and other existing targeted groups. ICT will allow us to consult with these groups using interactive voting systems in order to achieve reliable capture of data that reflects the student voice.

We will ensure that pupils who are identified as “gifted and talented” achieve their full potential. BSF investment will provide spaces and technologies to ensure that individual needs are identified and met through appropriate stimulus and challenge, encouraging our most able pupils to learn without limits, collaborating with other GAT pupils within Hartlepool and beyond.

9. Change Management

We are already working with schools and partners to ensure that the change management process will support the transformation agenda. Senior leaders within schools and the Authority have participated in the NCSL BSF Programme, and BSF teams have been established in the secondary schools to develop and implement the change management process with staff, pupils, governors and other partners.

We will support schools in the preparation of each individual School Strategy for Change through workshops, facilitated by Local Authority personnel and external advisers. We will provide opportunities to observe successful practice through a carefully coordinated visits programme.

The change management process will be supported and enhanced through the current Continuing Professional Development (CPD) programme led by the Authority, through the workforce reform and modernisation agenda and through sharing good practice and expertise through the Leading Edge programme. BSF investment will be a catalyst for encouraging innovative teaching practices through the use of new technologies and will inspire confidence in our school staff to develop new and exciting ways of transforming learning. We acknowledge that for some colleagues significant change, particularly in relation to use of new technologies, will require significant support. Therefore, we will ensure that the development needs of each individual colleague are identified, recognised and addressed through our change management programme. We are confident that this will lead to improved teaching and learning and levels of attainment for all pupils.

10. Sustainability

Hartlepool recognises that to achieve sustainable school buildings it is vital to involve and consult children, young people, schools, partners and the wider community in the educational visioning and design process. Schools that do not meet the needs of their communities are not sustainable. Therefore, we will ensure stakeholder involvement through a series of workshops, public forums, continued dialogue with key partners and full pupil participation. We will use a variety of strategies to maximise opportunities for young people to be involved in the design or re-design of their schools. We will use Hartlepool's extensive third sector network to support us to engage with deprived communities.

BSF investment means that we can design and build schools with reduced dependency on fossil fuels for heating and lighting, that encourage sustainable travel to and from school, that improve school grounds in ways that encourage bio-diversity, that reduce water demand and identify sustainable drainage, that responsibly source materials and recycle and re-use materials wherever possible.

ICT strategies will be crucial in achieving sustainable buildings. We will ensure that energy efficiency is a high priority for our ICT specification in order to minimise energy usage. We will work with our designers, schools, local communities and young people to embed the principles of sustainable development into the heart of school and community life, both within and beyond the curriculum.

Section C: Proposals for the School and FE Estate

11. Key Priorities

Our priorities for the school and FE estate are driven by our belief that all pupils and students are entitled to excellent education in first class facilities supported by state of the art ICT. By closing Brierton Community School, our least popular and least successful school, by rationalising the size of the remaining five mainstream schools and by careful partnering with feeder primary schools we will ensure that all schools are successful and fully meet the needs of their pupils. The five mainstream schools will have between 900 and 1200 11-16 places. It is anticipated that the indicative capital funding will deliver one new mainstream secondary school, 3 remodelled schools and significant investment in specialist provision. The possibility of co-locating the secondary special school with the primary special school has been outlined in Paragraph 8, and is reliant upon additional funding streams being identified from other sources.

St Hild's has recently benefited from significant investment and is regarded as a 'recently built school' so does not qualify for BSF Construction Capex funding, but does qualify for ICT investment.

Due to the relatively small number of schools within the Programme, it is proposed that all schools will be developed within a single phase. The investment priorities for each school are currently being identified with the support of external advisers and further detail will be outlined in our Strategy for Change Part 2.

Through representation by schools, colleges and LSC on the Project Board we are ensuring that school and college developments are complementary, both in terms of capital proposals for the two colleges and collaboration in the delivery of teaching and learning between schools and colleges.

12. Pupil Place Planning

In May 2007 there were 6,318 pupils aged 11-16 and 253 post-16 pupils on roll in Hartlepool mainstream secondary schools. Demographic projections, calculated by the Tees Valley Joint Strategy Unit, estimate that in 2016/17 there will be 5,230 pupils aged 11-16, rising slightly to 5,355 in 2017/18, and 277 post-16 pupils in 2016/17 falling to 267 in 2017/18. These figures take account of birth data, migration information, housing developments and historical trends. The Tees Valley Joint Strategy Unit has considerable knowledge, expertise and experience of producing such information for the Tees Valley authorities, which historically has proven to be well within the required accuracy margins.

To respond to the declining pupil numbers, Hartlepool Borough Council has carried out a series of public consultations to explore possible solutions. The outcome of the consultation process was the agreement by Cabinet to close Brierton Community School with effect from 31st August 2009.

Secondary schools and Governing Bodies have supported the consultation process and have been involved in a collaborative approach to plan the future secondary estate. The objective over future years will be to align pupils and places as closely as possible with an anticipated target of a maximum surplus of around 7%.

Hartlepool is mindful that although the projected figures given relate to estimated 2017/18 pupil numbers, the capital investment programme is expected to be completed by autumn 2012. In 2011/12, pupil projections estimate a secondary pupil population of 5,564 which is significantly higher than the 2017/18 forecast. In order to manage this anomaly, further negotiations with PFS are required. We think that Ministers would not wish to see temporary accommodation on Hartlepool school sites on completion of the BSF Project in 2012.

The LSC and the Roman Catholic and Church of England Dioceses are fully supportive of our Strategy for Change.

13. ICT Strategic Vision

ICT has a major role to play in the personalisation of the learning experience for all pupils. Hartlepool will ensure that all learners will be allowed to flourish through individual opportunities that modern technologies bring to education. Alongside enhanced teaching and learning styles, the ICT infrastructure will facilitate modern thinking, communications and pedagogy. We will pay particular attention to the needs of those who are disaffected, disengaged, NEET, have learning difficulties and disabilities and are looked after.

It is our vision that learners of all ages will be able to use ICT as a tool to enhance their learning experiences, in schools, in colleges, at home, in public places and while mobile. We have already begun the process of installing wireless connectivity throughout the Borough and we will develop this further to ensure that, by the time BSF investment is complete, access to learning platforms and the Internet is easily achievable in all locations, either wirelessly or by cable connection. We will further develop our Virtual Learning Environment to ensure that a learner can make maximum use of all resources available within Hartlepool, irrespective of their home institution or location. ICT will therefore be a key component of collaboration that will involve all schools and colleges.

We recognise the benefits of procuring a managed service in order to ensure that the benefits of initial investment are sustained well beyond the initial investment period. We will ensure that our service allows for future innovation and flexibility and will provide a robust, reliable and highly regarded ICT service for schools. We have already procured the services of ICT Education and Technical Advisers who will support us to ensure that any potential risks of separate ICT and capital procurement are appropriately mitigated. In addition our advisers will assist the Local Authority, through the newly appointed Strategic Director for E-Learning and schools, to prepare the School Strategy for Change for each institution and the scope of output specifications. Our ICT Education and Technical Advisers will support us to procure the services of our managed service partner prior to the engagement of the Design and Build partner. In doing so we will ensure that both providers work together with us to achieve full integration of ICT and capital investment. We believe that BSF ICT investment will support us to make progress in all our key policy areas as described in this Strategy for Change.

14. Existing and Planned Consultations

Consultation, communication and collaboration are at the core of the Hartlepool BSF programme. Hartlepool Borough Council acknowledges the importance of establishing strong links with local communities, partners, schools and young people as highlighted in the BSF communication strategy.

Following three stages of consultation and the publication of statutory notices, Hartlepool's Cabinet has agreed the closure of Brierton Community School, the least popular and least successful of Hartlepool's secondary schools. This detailed preparation reflects the Council's commitment to the BSF process and its determination to provide quality innovative teaching and learning for the young people of Hartlepool.

A fourth stage of consultation has taken place as outlined in Paragraph 8. We are exploring the possibility of creating world class facilities to meet the needs of people of all ages with learning difficulties and disabilities and will consult further on possible solutions early in 2008, while we are preparing our BSF business case. We have discussed the scope of the possible co-location with key strategic partners including the PCT and LSC.

We have established a BSF Extended Project Team involving senior personnel across Council departments. The purpose of this team is to ensure that BSF is fully embedded in all aspects of the work of the Council. The involvement of a significant number of senior officers indicates the corporate commitment to the process.

A Hartlepool PE and Sport Stakeholder Group has been formed, with representation from the County Sports Partnership, Hartlepool's Adult and Community Services Department, schools and the Children's Services Department. In addition, Sport England and the Youth Sport Trust have been fully informed and consulted as part of the programme. A recent evaluation of all indoor sports facilities in Hartlepool has been undertaken; this information will support and enhance the strategic planning for PE and Sport within the town. BSF investment will provide the opportunity for the development of a holistic and corporate approach to PE facilities and resources for communities and schools. We will continue to consult stakeholders through the local Community Sports Network.

In order to engage schools, senior leaders and local authority officers in the BSF visioning process, Hartlepool was able to participate in the BSF NCSL Leadership Programme. This enabled senior staff from schools and the Local Authority to focus together on key areas of the transformation agenda. Particular focus was on ICT, collaboration and change management. Schools have created BSF development teams to support the visioning process and to develop the school strategy for change in partnership with the local authority. We have engaged external advisers to work with us to support each school as it prepares its SSfC.

We will continue to consult with local communities, particularly as we develop options for each school site. We will aim to ensure that schools are recognised by their communities as centres of learning and community involvement.

We believe that by early preparation to be a BSF Authority, and by thorough and extensive consultation, we will be able to ensure that we can deliver BSF investment within the model timeframe. We have indicated our willingness to share our practice with authorities in later waves.

Pupil involvement in the BSF programme is vital to its success. Hartlepool Borough Council has commissioned The Sorrell Foundation to carry out a series of workshops with pupils from each of the secondary schools including the special school, to consider design features.

15. Headline Key Performance Indicators (KPIs)

In order to ensure that our Strategy for Change is transformational and meets the Every Child Matters agenda, we wish to focus on the following KPIs:

- Improve boys' achievement in English
- Improve overall attainment at GCSE 5+A*-C (including English and maths)
- Improve attainment in underperforming groups e.g. SEN, LAC, EAL
- Consolidate and further improve recent significant reduction in rates of exclusion
- Reduce the number of pupils who are NEET
- Increase percentage of pupils in self governing schools
- Improve overall effectiveness of schools from good to outstanding
- Increase collaboration between schools
- Decrease carbon emissions from schools
- Ensure transformation through successful change management processes

We will provide significantly more detail in relation to these KPIs in Strategy for Change Part Two.

16. Project Governance and Management

Hartlepool established a BSF Project Board and a BSF Stakeholder Board in autumn 2006. The Project Board is made up of elected members, senior officers and significant partners. Within the terms of the Council's constitution, the Project Board makes decisions on some issues and recommendations to the Council's Cabinet on others. The Stakeholder Board enables a forum approach to sharing perspectives on key issues. Now that the Hartlepool BSF project has been officially launched, the focus of the Project Board will change to governance of the strategic and procurement aspects of the BSF project and membership and terms of reference have been revised accordingly.

We see transformation of learning opportunities as a lifelong issue. We therefore intend that the Project Board and Stakeholder Board will take governance responsibility for the Primary Capital Programme as well as BSF. They will be renamed as the Schools Transformation Project Board and Schools Transformation Stakeholder Board. The remit and membership of the two boards will be adjusted accordingly.

A BSF Core Project Team has been established and is further enhanced by an Extended Project Team comprised of senior officer representatives from all departments of the Council. This ensures a multi disciplinary approach to BSF planning and implementation. In addition, we have appointed Technical Advisers and ICT Education Advisers and have executive approval to appoint other external advisers as appropriate. We will appoint Legal Advisers early in 2008 and financial advisers a little later.

The current revenue budget commitment to BSF by Hartlepool Borough Council is approximately £2 million. An approved budget plan is in place. The BSF Project Manager and the Council's Chief Financial Officer keep this budget under constant review and will adjust the Council's commitment if required.

17. Conclusion

In Hartlepool we are excited by the opportunities that significant BSF capital and ICT investment present. We have prepared thoroughly over an extended period of time, we are aspirational, keen to innovate and totally committed to the transformation of teaching and learning supported by ICT. Our 2006 JAR Inspectors recognised that "the council and its partners provide excellent leadership for children's services. There are clear and challenging ambitions for children and young people in Hartlepool, a strong shared commitment to them and an exceptional unity of purpose" (para 76). We are confident that we will attract significant interest from potential ICT and construction partners and that we will implement our Strategy for Change to the benefit of future generations of the children and young people of Hartlepool.

CABINET REPORT

10th December 2007



Report of: The Director of Regeneration and Planning Services

**Subject: LOCAL DEVELOPMENT FRAMEWORK:
ANNUAL MONITORING REPORT 2006/2007**

SUMMARY

1. PURPOSE OF REPORT

To seek approval of the third Local Development Framework Annual Monitoring Report (2006/2007) for submission to the Government Office for the North East.

2. SUMMARY OF CONTENTS

One of the documents to be produced under the new planning system established by the Planning and Compulsory Purchase Act is the Annual Monitoring Report (AMR). The AMR reviews progress made on the implementation of the Local Development Scheme (the programme for the preparation of planning documents) and assesses the effectiveness of current planning policies.

The AMR finds that the Local Development Scheme will need to be reviewed to revise the timetables for the preparation of the Planning Obligations and the Transport Assessments and Travel Plans Supplementary Planning Documents and to include a new Development Plan Document on Affordable Housing and a new Supplementary Planning Document on design matters.

In terms of the other main aim of the AMR, as the 2006 Hartlepool Local Plan has only been in effect for one year, it is not practical to assess the effectiveness of its policies. The AMR, however, highlights that one policy (Com17 relating to the land north of Middleton Road and west of Marina Way) is no longer relevant following the completion of the High Point Retail Park.

3. RELEVANCE TO CABINET

The Annual Monitoring Report is part of the Local Development Framework under the new planning system and thus forms part of the Budget and Policy Framework.

4. TYPE OF DECISION

Non-key.

5. DECISION MAKING ROUTE

Cabinet 10th December 2007

6. DECISION(S) REQUIRED

Approval of the Local Development Framework Annual Monitoring Report 2006/07 for submission to the Government Office for the North East.

Report of: The Director of Regeneration and Planning Services

Subject: LOCAL DEVELOPMENT FRAMEWORK:
ANNUAL MONITORING REPORT 2006/2007

1. PURPOSE OF REPORT

- 1.1. To seek approval of the third Local Development Framework Annual Monitoring Report (2006/2007) for submission to the Government Office for the North East.

2. BACKGROUND

- 2.1. The Planning and Compulsory Purchase Act 2004 introduces a new planning system to replace the system of Structure Plans and Local Plans – the Local Development Framework. In summary, the new planning system envisages at the local level a portfolio of planning documents to replace the Local Plan and at the strategic level the Regional Spatial Strategy to replace the structure plan.
- 2.2. The Act also requires that the Council prepares a number of other documents including:
- a Local Development Scheme (LDS) setting out the rolling programme for the preparation of policy documents (to be known as 'local development documents') – the LDS was last updated following government approval in March 2007;
 - a Statement of Community Involvement setting out standards to be achieved in involving the community and other stakeholders in the preparation, alteration and review of local development documents and in significant development control decisions – this was adopted by the Council on 26th October 2006; and
 - an Annual Monitoring Report assessing the progress of preparation work against the key milestones identified in the LDS and the effectiveness of planning policies.
- 2.3. This report is concerned with the last of these documents - the Annual Monitoring Report.

3. THE ANNUAL MONITORING REPORT

- 3.1. Planning legislation requires that local authorities submit an Annual Monitoring Report to the local Government Office by the end of each calendar year. The period to be covered in the report is the previous financial year (April to March).

- 3.2. The purpose of the Annual Monitoring Report (AMR), as laid down in the legislation and in government regulation is twofold:
- to assess the implementation of the Local Development Scheme, and
 - to assess the effectiveness of current planning policies.
- 3.3. A draft of the third Annual Monitoring Report is attached as **Appendix 1**. Some further work still needs to be done to the report before it is submitted to the Government Office including setting out the timetables for the preparation of proposed additional local development documents and the updating of information in Chapter 3 setting out the key characteristics of Hartlepool.

4. ASSESSMENT OF IMPLEMENTATION OF LDS

- 4.1. The third Annual Monitoring Report is statutorily required to assess the implementation of the Local Development Scheme (LDS) over the period 2006/07. In this respect the Local Development Scheme current for the year in question (2006/07) is that approved in July 2006. The assessment confirms that the milestones set out in the LDS relating to key stages in the preparation the Development Plan Documents (Core Strategy and the Minerals and Waste documents) were met but that there was a delay in the preparation of the Planning Obligations Supplementary Planning Document due to the need to collect further background evidence base material on play space and recreational facilities to better inform the policy guidance to be included in the document
- 4.2. As one of the main aims of the monitoring process is to highlight any failure to meet targets that would lead to a need to reassess the plan preparation process and to publish a review of the LDS, the AMR looks beyond the period 2006/07 and assesses also the implementation of the LDS approved in March 2007. In this respect, the AMR finds that all the key milestones in for Development Plan Documents (DPDs) up to the end of December 2007 have been met on time but concludes that the LDS will need to be further reviewed to:
- roll the programme for the preparation of DPDs forward,
 - revise the timetable for the preparation of the Planning Obligations Supplementary Planning Document to take account of the delay in the completion of the PPG17 audit,
 - revise the timetable for the preparation of the Transport Assessments and Travel Plans Supplementary Planning Document owing to the need to undertake an Appropriate Assessment,
 - include the programme for the preparation of a new DPD on Affordable Housing, and
 - include the programme for the preparation of a new Supplementary Planning Document on design matters.
- 4.3. A revised Local Development Scheme will be presented to Cabinet for approval in February 2008.

5. **ASSESSMENT OF CURRENT PLANNING POLICIES**

- 5.1 Government regulations require that the policies to be assessed in the Annual Monitoring Report should initially be those identified as 'saved' policies in the LDS – ie. the policies of the 2006 Hartlepool Local Plan. The regulations further require that the AMR identifies those policies not being implemented, give the reasons for this and sets out the steps, if any, to secure their implementation.
- 5.2 Given that the Local Plan had been in effect for only a year, it is not practical to fully assess the effectiveness of its policies, although the AMR does highlight that one policy (Com 17 relating to the area north of Middleton Road and west of Marina Way) is no longer relevant following the completion of the High Point Retail Park development..
- 5.3 The assessment of the Local Plan policies within the AMR follows government guidance which suggests that output indicators should be established to monitor policies. In line with this government guidance the first Annual Monitoring Report established data on a range of indicators needed to monitor policies including those (referred to as '**core output indicators**') established by central government and which must be monitored by all local planning authorities. This includes the preparation of a housing trajectory illustrating past and likely future housing completions against the requirements set out in strategic planning documents (currently the Tees Valley Structure Plan, but ultimately the Regional Spatial Strategy). Other indicators ('**local output indicators**') were also developed in the first annual monitoring report to ensure robust assessment of policy implementation relevant to the specific circumstances of the Hartlepool area and reflecting the availability of existing data sources. Further local output indicators related to additional objectives in the 2006 Local Plan have been established in this Annual Monitoring Report which is the first to monitor the effectiveness of that plan's policies.
- 5.4 In addition, this year's annual monitoring report includes a limited number of targets relating to some of the output indicators by which to judge the effectiveness of policies. Performance against these targets will be analysed in future AMRs.

6. **OFFICER ADVICE**

- 6.1. That the draft of the Local Development Framework Annual Monitoring Report 2006/07 be approved for submission to the Government Office for the North East
- 6.2. That the Regeneration and Liveability Portfolio Holder be authorised to approve the proposed timetables for the preparation of the suggested new local development documents and the updated version of Chapter 3.

Hartlepool Local Development Framework

Annual Monitoring Report

2006/2007



(DRAFT)

December 2007

PREFACE

New government legislation requires every local planning authority to prepare an annual monitoring report (AMR) for submission to the Secretary of State by the end of December each year. The period covered by the annual monitoring report should be the previous year 1st April to 31st March.

Specifically, the annual monitoring report should assess:

- i. the implementation of the local development scheme (LDS) which sets out the Council's programme for the preparation of documents relating to forward planning;
- ii. the extent to which policies in current planning documents are being achieved.

This is the third annual monitoring report to be prepared for Hartlepool under the new legislation and it generally covers the period 1st April 2006 to 31st March 2007, although account is taken as necessary of relevant developments both before and after this period.

The report is set out as follows:

- Executive summary of the main findings,
- Introduction setting the context for the report,
- Progress on the implementation of the local development scheme,
- The key characteristics of Hartlepool and the problems and challenges faced, and
- Assessment of current planning policies in the 2006 Hartlepool Local Plan.

EXECUTIVE SUMMARY

This is the third annual monitoring report prepared by Hartlepool Borough Council under the new planning legislation and generally relates to the period 2006/07. It reviews the progress made on the implementation of the Local Development Scheme and generally assesses the effectiveness of planning policies and the extent to which they are being implemented.

(A) Implementation of the Local Development Scheme (LDS):

All the key milestones for the preparation of DPDs during the period 2006/07 set out in the July 2006 LDS were met.

However, the draft Planning Obligations SPD was not published for consultation as programmed owing to the need to undertake a comprehensive audit of open space to support the proposals to be included in the document

All the milestones relating to the preparation of DPDs over the period to December 2007 set out in the March 2007 review of the LDS were met.

However, further delays have occurred or are anticipated in respect of the preparation of the two supplementary planning documents on Planning Obligations and on Transport Assessments and Travel Plans.

The Local Development Scheme will need to be reviewed to:

- roll forward the programme for the preparation of the Core Strategy and Housing Allocations DPDs;
- amend the timetable for the preparation of the Planning Obligations and Transport Assessments and Travel Plans SPDs; and to
- include the timetables for the preparation of a new DPD on affordable housing and a new SPD on design, the need for these being highlighted in this annual monitoring report.

(B) Assessment of planning policies

The planning policies assessed in this report are those of the Hartlepool Local Plan adopted in 2006.

The assessment does not cover every individual policy in detail – this was in any event done as part of the preparation process for the new Local Plan. Further as the 2006 Hartlepool Local Plan has only been in effect for one year, it is not practical to fully assess the effectiveness of its policies. However, the monitoring of the output indicators highlights that one policy (Com 17 relating to the land north of Middleton Road and west of Marina Way) is no longer relevant following the completion of the High Point Retail Park.

In conclusion, the annual monitoring report finds that in general the policies have generally been effective in both the management of planning proposals and in the economic, social and environmental development of the Borough.

1 INTRODUCTION

New Planning Legislation

- 1.1 The Planning and Compulsory Purchase Act 2004 introduced a new system of development planning. In the future new types of planning document will be prepared and incorporated into a Local Development Framework (LDF). These documents will be known as Local Development Documents (LDDs). The Local Development Documents will set out the spatial planning strategy for the Hartlepool area¹ and progressively replace the Hartlepool Local Plan and associated supplementary planning guidance. Hartlepool Borough Council's programme for preparing documents under the new planning system is set out in the Local Development Scheme (LDS)².
- 1.2 The Local Development Framework will also comprise other related documents. These are:
- The Local Development Scheme referred to above,
 - The Statement of Community Involvement setting out how the Council will involve residents and other interested persons and bodies in the preparation and revision of new planning documents and in the consideration of major planning applications, and
 - The Annual Monitoring Report assessing the implementation of the local development scheme and the extent to which policies in local development documents are being achieved.

The Annual Monitoring Report

- 1.3 Local planning authorities are required³ to examine certain matters in their annual monitoring reports. Additional government policy and advice is set out in PPS12 (Local Development Frameworks) and the ODPM publication 'Annual Monitoring Reports: A Good Practice Guide'.
- 1.4 The key tasks for annual monitoring reports are as follows:
- a) Review actual progress in terms of the preparation of documents specified in the Local Development Scheme against the timetable and milestones set out in the Scheme, identifying if any are behind timetable together with the reasons, and setting out a timetable for revising the scheme (see Section 2).
 - b) Assess the extent to which planning policies are being implemented – these will ultimately be the policies included in local development documents, but initially will be what are termed 'saved' policies' from adopted local plans.

¹ For further information on the new planning system see Section 2 of the Hartlepool Local Development Scheme.

² The Local Development Scheme can be viewed on Hartlepool Council's website (www.hartlepool.gov.uk).

³ Under Section 35 of the Planning and Compulsory Purchase Act and Regulation 48 of Town and Country Planning (Local Development) (England) Regulations 2004.

In terms of assessing the implementation of such policies, the annual monitoring report should:

- where policies are not being implemented, explain why and set out the steps to be taken to ensure that the policy is implemented, or identify whether the policy is to be amended or replaced;
- identify whether policies need adjusting or replacing because they are not working as intended;
- identify any policies that need changing to reflect changes in national or regional policy; and
- set out whether any policies are to be amended or replaced.

1.4 In order to properly assess the effectiveness of planning policies, it is important to set out the social, economic and environmental context within which the policies have been formulated, the problems and issues they are intended to tackle, and the opportunities of which advantage can be taken to resolve such problems and issues. Section 3 of the annual monitoring report therefore gives consideration to the key characteristics of Hartlepool and the problems and challenges to be addressed.

1.5 Section 4 of this report then gives detailed consideration to the assessment of current planning policies contained within the 2006 Hartlepool Local Plan.

Methodology for Assessing Policies

1.6 Government regulations require that annual monitoring reports identify policies that are not being implemented, give the reasons for this and the steps, if any, to secure their implementation. However, as noted above, the policies to be assessed in the Annual Monitoring Report should be those policies which are 'saved' from currently adopted plans. This third annual report relates to the period 1st April 2006 to 31st March 2007 and relates to the new Hartlepool Local Plan adopted in April 2006.

1.7 In line with government guidance the first Annual Monitoring Report established data on a range of indicators needed to monitor policies. Certain indicators (referred to as '**core output indicators**') have been established by central government and must be monitored by all local planning authorities. This includes the preparation of a housing trajectory illustrating past and likely future housing completions against the requirements set out in strategic planning documents (currently the Tees Valley Structure Plan, but ultimately the Regional Spatial Strategy). Other indicators ('**local output indicators**') were developed in the first annual monitoring report to ensure robust assessment of policy implementation relevant to the specific circumstances of the Hartlepool area, reflected the availability of existing data sources and which were relevant also to the objectives of the new Local Plan. Further local output indicators related to additional objectives in the 2006 Local Plan have been established in this Annual Monitoring Report which is the first to monitor the effectiveness of that plan's policies.

1.8 For the first time, this year's annual monitoring report includes a limited number of targets relating to some of the output indicators by which to judge the

effectiveness of policies. Performance against these targets will be analysed in future AMRs.

2 IMPLEMENTATION OF THE HARTLEPOOL LOCAL DEVELOPMENT SCHEME

- 2.1 The Hartlepool Local Development Scheme (LDS) sets out a rolling programme for the preparation of documents relating to forward planning in Hartlepool. It is specifically concerned with documents being prepared over the next three years or so, but also highlights those which are likely to be prepared beyond the next three years. It is reviewed on at least an annual basis and the current LDS became effective in March 2007.
- 2.2 This Annual Monitoring Report is statutorily required to review progress over the period 2006/07, thus it is necessary to assess the implementation of the July 2006 LDS which was the scheme current for most of the year under consideration. However, in order for this Annual Monitoring Report to properly inform the need or otherwise to review the programme for the preparation of local development documents set out in the current March 2007 LDS, the implementation of this later LDS (covering the period up to December 2007) is also considered (see paras 2.11 to 2.18 below).

Implementation of the July 2006 Local Development Scheme

- 2.3 Six documents are highlighted in the July 2006 LDS. These are listed below with the timetables for the main stages of their preparation (as set out in Tables 1 to 6 of that LDS):

(i) Statement of Community Involvement (SCI)

Commencement of Public Examination	July 2006
Receipt of Inspector's Report	September 2006
Adoption of SCI	December 2006

(ii) Core Strategy Development Plan Document (DPD)

Commencement	August 2006
Consultation on Issues & Options	August – October 2007
Consultation on Preferred Options	March – April 2008
Submission to Secretary of State	October 2008
Consultation on Submitted DPD	October - November 2009
Pre-Examination Meeting	March 2009
Commencement of Public Examination	May 2009
Receipt of Inspector's Report	November 2010
Adoption of DPD	January 2010

(iii) Housing Allocations Development Plan Document (DPD)

Commencement	November 2007
Consultation on Issues & Options	December 2008 – February 2009
Consultation on Preferred Options	July - August 2009
Submission to Secretary of State	January 2010
Consultation on Submitted DPD	January – February 2010
Pre-Examination Meeting	July 2010
Commencement of Public Examination	September 2010
Receipt of Inspector's Report	March 2011
Adoption of DPD	May 2011

(iv) Planning Obligations Supplementary Planning Document (SPD)

Commencement	July 2005
Consultation on Draft SPD	January – March 2007
Adoption of SPD	July 2007

(ii) Joint Minerals and Waste Core Strategy Development Plan Document (DPD)

Commencement	September 2006
Consultation on Issues & Options	May – June 2007
Consultation on Preferred Options	February - March 2008
Submission to Secretary of State	January 2009
Consultation on Submitted DPD	January - February 2009
Pre-Examination Meeting	April 2009
Commencement of Public Examination	July 2009

HARTLEPOOL LDF ANNUAL MONITORING REPORT 2006/2007

Receipt of Inspector's Report January 2010
Adoption of DPD April 2010

(iii) Joint Minerals and Waste Site Allocations Development Plan Document (DPD)

Commencement September 2006
Consultation on Issues & Options May – June 2007
Consultation on Preferred Options February - March 2008
Submission to Secretary of State January 2009
Consultation on Submitted DPD January - February 2009
Pre-Examination Meeting April 2009
Commencement of Public Examination July 2009
Receipt of Inspector's Report January 2010
Adoption of DPD April 2010

- 2.4 The implementation of the July 2006 LDS is assessed in terms of the extent to which the targets and key dates (milestones) for the preparation of planning documents have been met during the year 2006-2007.
- 2.5 The July 2006 Local Development Scheme includes the programme for the preparation of six Local Development Documents, summarised in paragraph 2.3 above. It identifies that there were five documents (Statement of Community Involvement, Core Strategy, Joint Mineral and Waste Core Strategy and Site Allocations DPDs and the Planning Obligations Supplementary Planning Document) programmed to reach key stages in their preparation during the period 2006/07.
- 2.6 Table 1 below sets out milestones for the period under consideration and identifies whether these were met:

Table 2.1: Implementation of the July 2006 LDS

Document	Milestone**	Key Dates	Actual Progress	Milestone Achieved
Statement of Community Involvement (SCI)	Pre-Examination Meeting	May 2006	No public examination required	Yes
	Commencement of Examination	July 2006	No public examination required	Yes
	Adoption	December 2006	Adopted October 2006	Yes
Hartlepool Core Strategy DPD	Commencement	August 2006	Evidence gathering commenced in July 2006 with the commissioning of the Strategic Flood Risk Assessment	yes
Joint Minerals and Waste Core Strategy DPD	Commencement	September 2006	Consultants Entec UK Ltd appointed and commenced work on the Core Strategy DPD September 2006.	Yes
Joint Minerals and Waste Site Allocations DPD	Commencement	September 2006	Consultants Entec UK Ltd appointed and commenced work on the site allocations DPD September 2006.	Yes
Planning Obligations Supplementary Planning Document (SPD)	Commencement	July 2006	Preliminary work commenced by July 2006	Yes
	Consultation on draft SPD	January 2007	Work progressing on evidence gathering	No

** Key Milestones for Development Plan Documents are highlighted in bold red type

Commentary

- 2.7 Statement of Community Involvement (SCI):** The level of objections to the submitted SCI were such that a public examination was not required. The Inspector's report was received as programmed in September 2006 and the SCI was adopted three months ahead of schedule in October 2006.
- 2.8 Hartlepool Core Strategy:** At the suggestion of the Planning Inspectorate that there should be a greater period of time between the examinations for the Core Strategy and Housing Allocations DPD, the programmes for the preparation these DPDs were amended in the July 2006 LDS from that originally agreed with the Inspectorate for the first LDS in March 2005. The timetable for the Hartlepool Core Strategy DPD was thus brought forward in the July 2006 LDS by three months. Nevertheless, initial work on the preparation of the evidence base of the Core Strategy had commenced with the commissioning of the Strategic Flood Risk Assessment.
- 2.9 Joint Minerals and Waste Core Strategy and Site Allocations DPDs:** These two development plan documents are being prepared for the whole of the Tees Valley area. Consultants Entec UK Ltd were engaged to prepare these documents and work commenced on both DPDs in September 2006 meeting the key milestone.
- 2.10 Planning Obligations Supplementary Planning Document (SPD):** Preliminary work on this SPD involving initial evidence gathering began by July 2006 as programmed. However, the draft document will not be published as programmed owing to delays in the work on other key documents such as the PPG17 Open Space Audit, the findings from which will influence the content of the Planning Obligations SPD. Other work has still taken place towards the preparation of the SPD and a pre-consultation document was produced for consultation outlining our initial thoughts on the likely makeup of the SPD and some of the issues that we would seek obligations on. This document went out for public consultation between September and October 2007 and a small number of representations were received.

Implementation of the March 2007 Local Development Scheme

- 2.11** Six documents are highlighted in the July 2006 LDS. These are listed below with the timetables for the main stages of their preparation (as set out in Tables 1 to 6 of that LDS):
- (i) Core Strategy Development Plan Document (DPD)

Commencement	August 2006
Consultation on Issues & Options	October – December 2007
Consultation on Preferred Options	May - June 2008
Submission to Secretary of State	December 2008
Consultation on Submitted DPD	December 2008 – January 2009
Pre-Examination Meeting	May 2009
Commencement of Public Examination	July 2009
Receipt of Inspector's Report	January 2010
Adoption of DPD	March 2010
 - (ii) Housing Allocations Development Plan Document (DPD)

Commencement	January 2008 – January 2009
Consultation on Issues & Options	February - April 2009
Consultation on Preferred Options	September – October 2009
Submission to Secretary of State	March 2010

Consultation on Submitted DPD	March- April 2010
Pre-Examination Meeting	September 2010
Commencement of Public Examination	November 2010
Receipt of Inspector's Report	May 2011
Adoption of DPD	July 2011
(iii) Planning Obligations Supplementary Planning Document (SPD)	
Commencement	July 2006
Consultation on Draft SPD	November 2007-January 2008
Adoption of SPD	May 2008
(iv) Transport Assessments and Travel Plans SPD	
Commencement	January 2007
Consultation on Draft SPD	August - September 2007
Adoption of SPD	December 2007
(iv) Joint Minerals and Waste Core Strategy	
Commencement	September 2006
Consultation on Issues & Options	May – June 2007
Consultation on Preferred Options	February – March 2008
Submission to Secretary of State	January 2009
Consultation on Submitted DPD	January – February 2009
Pre-Examination Meeting	April 2009
Commencement of Public Examination	July 2009
Receipt of Inspector's Report	January 2010
Adoption of DPD	April 2010
(v) Joint Minerals and Waste Site Allocations DPD	
Commencement	September 2006
Consultation on Issues & Options	May – June 2007
Consultation on Preferred Options	February – March 2008
Submission to Secretary of State	January 2009
Consultation on Submitted DPD	January – February 2009
Pre-Examination Meeting	April 2009
Commencement of Public Examination	July 2009
Receipt of Inspector's Report	January 2010
Adoption of DPD	April 2010

2.12 The main changes from the July 2006 LDS are:

- the deletion of the Statement of Community Involvement following its adoption in October 2006;
- slight amendments to the timetables for the preparation of the Core Strategy and Housing Allocations DPDs;
- an amendment to the timetable for the preparation of the Planning Obligations SPD; and
- the addition of a new local development document – the Transport Assessments and Travel Plans SPD.

2.13 The need to review the March 2007 LDS is assessed in terms of the extent to which the targets and key dates (milestones) for the preparation of planning documents have been met up to December 2007. Table 2 below sets out milestones for the period under consideration and identifies whether these were met:

Table 2.2: Implementation of the March 2007 LDS (to December 2007)

Document	Milestone**	Key Dates	Actual Progress	Milestone Achieved
Core Strategy Development Plan Document (DPD)	Consultation on Issues and Options & initial sustainability appraisal	October – December 2007	Consultation started 31 st October 2007	Yes
Planning Obligations Supplementary Planning Document (SPD)	Consultation on draft SPD & associated sustainability report	November 2007 – January 2008	Publication of draft delayed due to essential work on studies which will influence the content of the SPD. A pre-consultation document has been out for public consultation in September/October 2007 outlining the likely makeup of the document and the issues to be covered.	No
Transport Assessments and Travel Plans SPD	Commencement	January 2007	Initial draft document prepared	Yes
	Consultation on draft SPD & associated sustainability report	August – September 2007	Consultation 31 st August to 12 th October 2007	Yes
	Adoption	December 2007	Additional work re Appropriate Assessment will delay adoption	No
Joint Minerals & Waste Core Strategy DPD	Consultation on Issues and Options and initial sustainability report	May – June 2007	Consultation 21 st May to 30 th June 2007.	Yes
Joint Minerals & Waste Site Allocations DPD	Consultation on Issues and Options and initial sustainability report	May – June 2007	Consultation 21 st May to 30 th June 2007.	Yes

** Key Milestones for Development Plan Documents are highlighted in bold red type

Future Progress

- 2.14 **Core Strategy DPD:** As programmed, consultation on the Issues and Options Discussion Paper and initial sustainability appraisal (of the options suggested) started at the end of October. At present it is anticipated that further progress on this document will be as timetabled.

- 2.15 Planning Obligations SPD:** Whilst work has progressed on this document, it was considered that there should be further background evidence base material on play space and recreational facilities collected to better inform the policy guidance to be included in the document. Another important document that will inform the production of the SPD is the PPG17 open space audit and assessment which will form part of the evidence base for the Core Strategy. Consultants were appointed in January 2007 to undertake this audit, but will not now complete the work until December 2007. It will therefore not be possible to meet the next milestone identified in the LDS – the consultation on the draft SPD currently programmed for November 2007.
- 2.16 Transport Assessments and Travel Plans SPD:** This SPD was subject to consultation for a six week period between 31 August and 12 October 2007. As a result of these representations, some amendments will be made to the text before the SPD is adopted.
- 2.17** Natural England has indicated that in accordance under Article 6(3) and 6(4) of the Habitats Directive 92/43/EEC, the Transport Assessment and Travel Plans draft SPD must be subject to an Appropriate Assessment using an initial Habitats Regulations Assessment screening process to enable the planning authority to ascertain that it will not adversely affect the integrity of a European Site. The need to undertake this Appropriate Assessment screening process will result in a delay in the adoption of the SPD, which is now anticipated to be adopted in April 2008.
- 2.18 Tees Valley Minerals and Waste Core Strategy and Site Allocations DPDs:** These DPDs are being prepared to schedule and it is anticipated that the key milestones will be met.

Review of the Hartlepool Local Development Scheme

- 2.19** The Local Development Scheme will need to be reviewed to take account of the anticipated delay in the production of the draft Planning Obligations SPD. The proposed revised timetable for the preparation of this document is as follows:
- | | |
|---------------------------|----------------|
| Commencement | July 2006 |
| Consultation on Draft SPD | April 2008 |
| Adoption of SPD | September 2008 |
- 2.20** In addition, consideration is to be given to the preparation of an Affordable Housing Development Plan Document. A Strategic Housing Market Assessment for Hartlepool prepared in July 2007 confirmed that the provision of affordable housing has become a priority need. It will be some time before the Core Strategy and Housing Allocations DPDs are prepared, and as the Hartlepool Local Plan was prepared at a time when affordable housing was not seen as an issue, it is considered that a new DPD concerned only with matters relating to the provision of affordable housing will be the quickest way to providing the appropriate statutory policies to address this issue.
- 2.21** A possible timetable for the Housing Allocations DPD, which will be subject to the agreement of the Planning Inspectorate, is as follows:

Commencement	XXX
Consultation on Issues & Options	XXX
Consultation on Preferred Options	XXX
Submission to Secretary of State	XXX
Consultation on Submitted DPD	XXX
Pre-Examination Meeting	XXX
Commencement of Public Examination	XXX
Receipt of Inspector's Report	XXX
Adoption of DPD	XXX

2.22 In addition it is considered that it will be appropriate to prepare as soon as practicable a supplementary planning document providing guidance on a range of design and construction issues including sustainable layout and design and energy efficiency. A possible timetable for the preparation of this SPD is as follows:

Commencement	XXX
Consultation on Draft SPD	XXX
Adoption of SPD	XXX

Conclusions

1. All the key milestones for the preparation of DPDs during the period 2006/07 set out in the July 2006 LDS were met.
2. However, there was a delay in the preparation of the Planning Obligations SPD as recognised in the 2005/06 annual monitoring report and thus the March 2007 Local Development Scheme incorporated a new timetable for its preparation reflecting the then anticipated completion of the PPG17 audit
3. All the milestones relating to the preparation of DPDs over the period to December 2007 set out in the March 2007 review of the LDS were met.
4. However, further delays have occurred or are anticipated in respect of the preparation of the two supplementary planning documents. It is likely, however, that the Transport Assessments and Travel Plans SPD will be adopted in April 2008.
5. The Local Development Scheme when reviewed in March 2008 will therefore incorporate the amended timetable for the Planning Obligations SPD and include a new DPD on Affordable Housing and a new SPD on sustainable design matters.

3 HARTLEPOOL – ITS KEY CHARACTERISTICS AND THE PROBLEMS AND CHALLENGES FACED

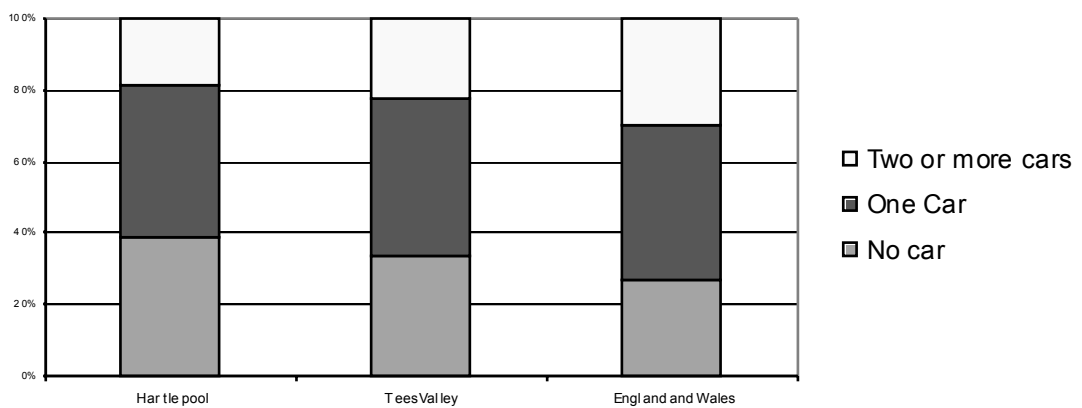
- 3.1 This section of the Annual Monitoring Report sets out the wider social, economic and environmental background of Hartlepool and the related issues, opportunities and challenges facing the Borough. It concludes with a SWOT analysis setting out the Strengths, Weaknesses, Opportunities and Threats relating to the future development of Hartlepool.
- 3.2 The key contextual indicators used in the text of this section of the annual monitoring report to describe the wider characteristics of the town will provide the baseline for the analysis of trends, as these become apparent, and for assessing, in future annual monitoring reports, the potential impact future planning policies may have had on these trends. Many of the contextual indicators are related to priority aims of the Hartlepool Community Strategy in so far as they relate to spatial planning.
- 3.3 Hartlepool has a long history, the first recorded settlement being centred around the Saxon Monastery founded in 640AD. Its first charter was issued in 1145. The town as it is today has grown around the natural haven which became its commercial port and from which its heavy industrial base developed.
- 3.4 Today, the Borough of Hartlepool is an integral part of the Tees Valley city region. It covers an area of about 9400 hectares (over 36 square miles). It is bounded to the east by the North Sea and encompasses the main urban area of the town of Hartlepool and a rural hinterland containing the five villages of Hart, Elwick, Dalton Piercy, Newton Bewley and Greatham. The main urban area of Hartlepool is a compact sustainable settlement with many of the needs of the residents in terms of housing, employment, shopping and leisure being able to be met within the town. The Durham Coast railway line runs through the centre of the town and connects Hartlepool to Newcastle, the rest of Tees Valley, York and London. The A19 trunk road runs north/south through the western rural part of the Borough and it and the A1(M) are readily accessed via the A689 and the A179 roads which originate in the town centre.
- 3.5 The population of Hartlepool declined steadily in the later decades of the 1900s from 99,200 (1971 Census) to about 90,100 (2001 Census as adjusted) but more recently has levelled out as the out-migration flows have decreased. Hartlepool thus currently has a population of about 90,000 (2005 mid year estimates), of which only 1.2% were from the black and minority ethnic groups (2001 Census) compared to 9.1% nationally.
- 3.6 The Index of Multiple Deprivation (IMD), 2004, ranks Hartlepool the 14th most disadvantaged district in the country. Moreover, out of 58 Super Output Areas⁴ (SOAs) in Hartlepool, 14 (or 24%) fall within the most disadvantaged 5% of SOAs in the country, 23 (40%) in the worst 10% and 32 (55%) in the worst

⁴ Super output areas, of which there are about 32,500 nationally, comprise sub-divisions of wards, of about 1500 people.

20%. Around 55% of the population of Hartlepool live in disadvantaged neighbourhoods. Most of the factors included in the Index of Multiple Deprivation, however, can be influenced indirectly by planning policies (eg policies enabling the diversification of employment opportunities can increase employment and income, policies for the improvement of the built and natural environment, including housing, can influence health, crime levels and the living environment generally).

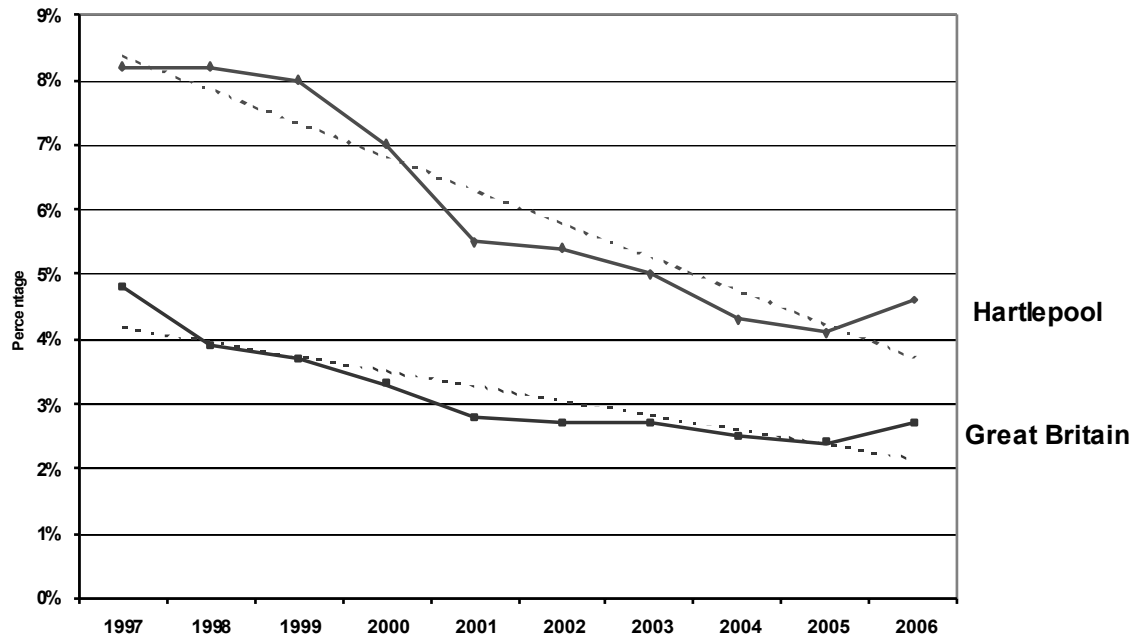
- 3.7 Car ownership in Hartlepool is low. 39.3% of households had no car in 2001 – by comparison, equivalent figures for the Tees Valley and England and Wales are 34.2% and 26.8% respectively. In some neighbourhoods over 60% of the population have no car.

Car ownership (2001 Census)

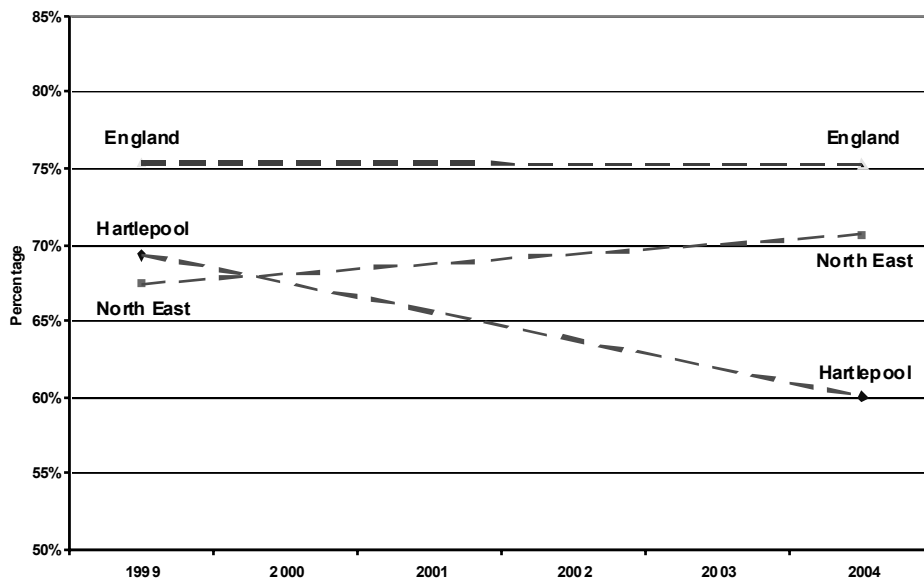


- 3.8 **Jobs and Economy:** The tourism economy in Hartlepool (worth over £38.5 million in 2004) has grown significantly over the last decade or more. This growth was based around the regeneration of the Marina area. Hartlepool has also recently won the bid for the town to be the final port in the 2010 Tall Ships Race. It is estimated that the event will see in the region of 1 million visitors coming to Hartlepool. This will obviously have a major impact on the towns' economy and in particular the tourism sector. Over the coming years the economy of Hartlepool will benefit from the development of Victoria Harbour, a major mixed use development comprises housing, business, leisure and community uses. The estimated end value of Victoria Harbour to the town is £500million.

- 3.9 The unemployment rate in Hartlepool (4.6% compared to 2.7% nationally in March 2006) continues to be relatively high. However, the gap between Hartlepool and the national average has narrowed over the last few years as illustrated in the graph below. The dotted line in this graph shows the overall trend in unemployment over the period 1996 – 2006).

Percentage Unemployed 1996-2006

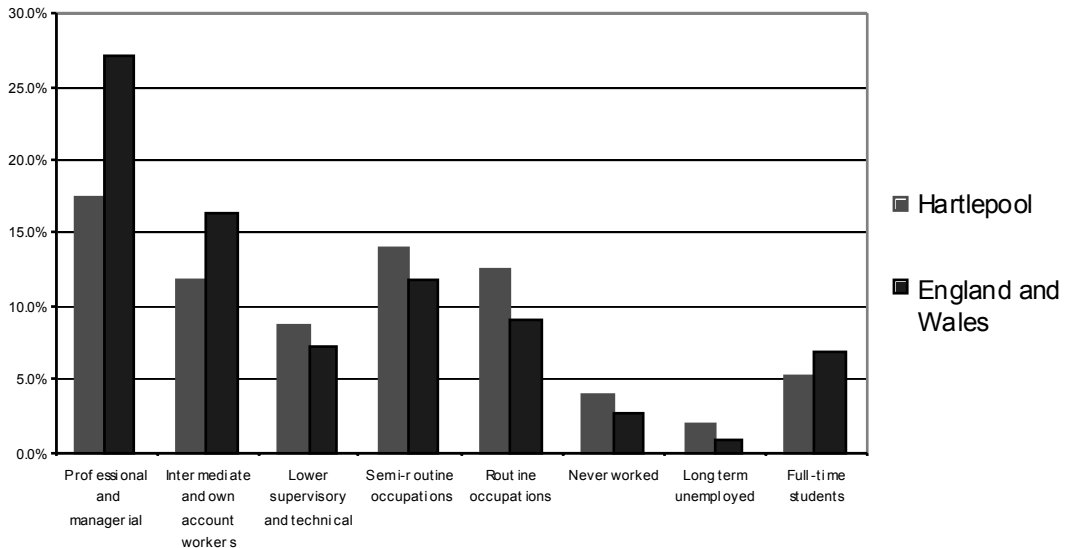
3.10 Of the people in Hartlepool who were of working age, the employment rate was 60% (June to August 2004) compared with an average of 75% for Great Britain as a whole. However, the employment rate in Hartlepool has fallen over the last five years contrary to the national trend which has remained relatively stable, and the rate for the North East as a whole which has increased by about 5% (see chart below). 'Worklessness' is one of the key issues being addressed by the Hartlepool Partnership.

Employment Rate Trend (June / August 1999 and June / August 2004)⁵

⁵ Source: National Statistics

3.11 Hartlepool has a lower proportion of the higher socio-economic groups than nationally, and conversely a higher proportion of the lower socio-economic groups as illustrated in the chart below.

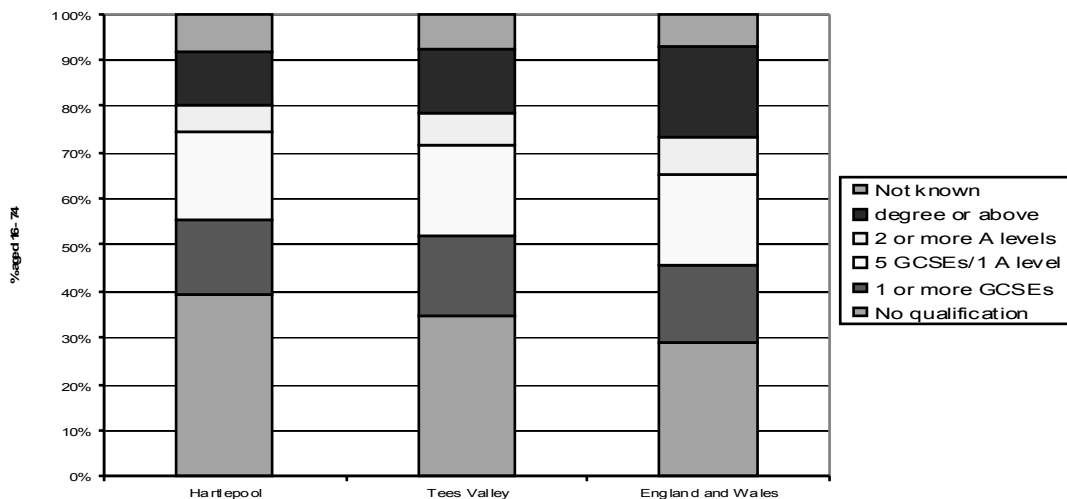
Socio-economic groups (2001 Census)



3.12 **Health:** The 2001 Census identifies that 24.4% of the population of Hartlepool stated that they had limiting long-term illness compared with 18.2% nationally (England and Wales). Cancer is the largest single cause of death in Hartlepool. Coronary heart disease, strokes, respiratory disease ratios are significantly higher than national ratios.

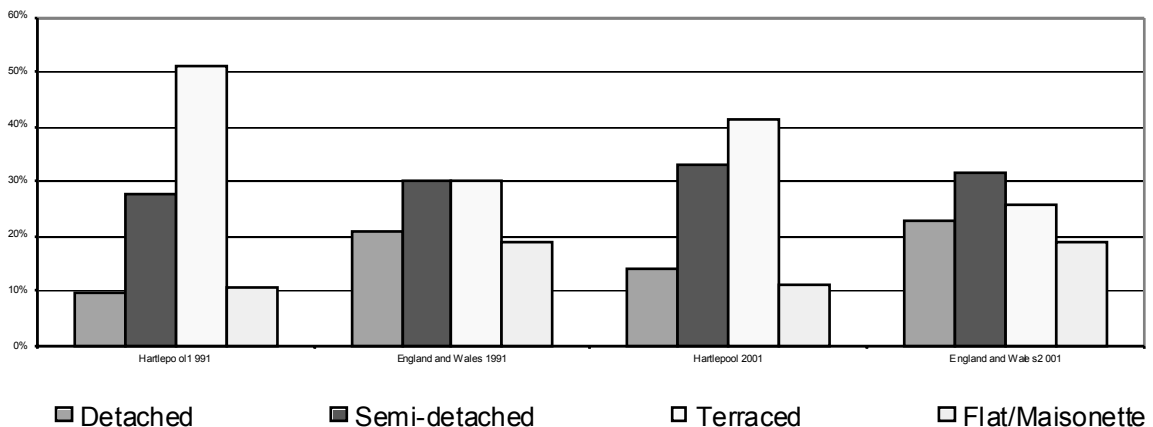
3.13 **Lifelong Learning and Skills:** Qualification levels in Hartlepool are low compared to the sub regional and national levels (2001 Census) as illustrated in the graph below.

Qualifications (2001 Census)



- 3.14 However, the Borough's schools are currently the fastest improving in the country. In 2005, for the first time, primary schools scored above the national average in the three core subjects – English, Maths and Science. At secondary school level, pupils achieving a Grade A* to C at GCSE in Hartlepool has gone up by 3% per year over the last three years to 52% in 2005. This is an all time high and for the first time ever the percentage of pupils achieving 5 A* to G grades of GCSE reached the national average.
- 3.15 **Community Safety:** Crime rates in Hartlepool are relatively high, but are generally falling. Community safety is another of the key issues being addressed by the Hartlepool Partnership and key community safety initiatives such as the introduction of community police and target hardening measures have contributed to the reduction in crime. Although the incidence of violent crime has increased by 25% since 2004 (possibly as the target hardening measures in particular have reduced opportunities for some types of crimes), the gap between Hartlepool's overall crime rate and the national average has reduced from 41% to 23% between 2003/04 and 2005/06.
- 3.16 **Housing:** Within Hartlepool, housing market failure is evident in some parts of the town. This is due in great part to the fact that Hartlepool contains higher than average levels of terraced housing stock (41.1% compared to 19.2% nationally in 2001), and that older terraced properties are much less popular than they were. Conversely the proportion of detached dwellings is relatively small (14.2% in 2001 compared to 22.8% nationally). Whilst, as illustrated in the chart below, the intercensal period 1991 to 2001 has seen a decrease in the proportion of terraced dwellings and an increase in the proportion of detached dwellings in Hartlepool, the imbalance in the housing stock is still evident.

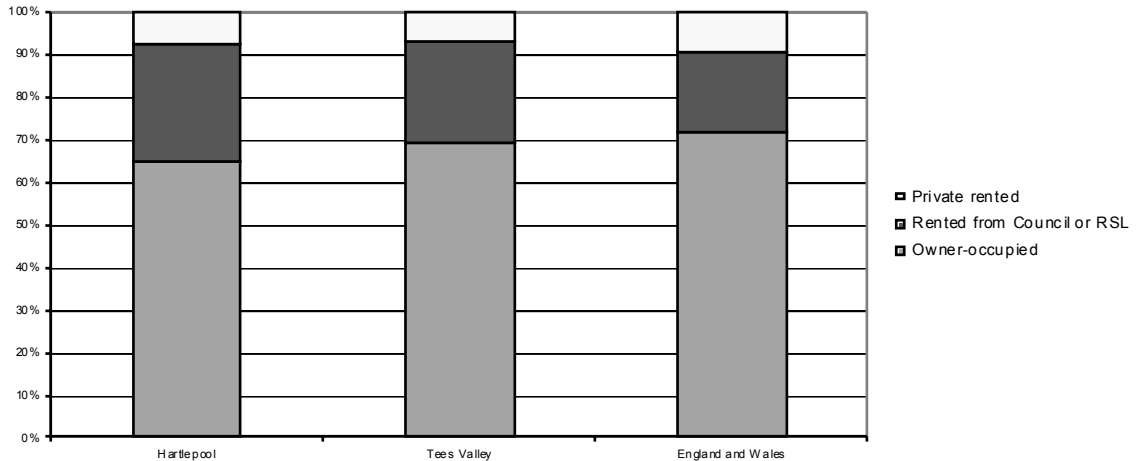
Types of Dwelling – 1991 and 2001



- 3.17 The imbalance in the housing stock is being addressed on a holistic basis. Housing market renewal initiatives for clearance and improvement are seeking to tackle problems associated with the existing housing stock and new housing development is helping to change the overall balance of housing stock and provide greater choice.

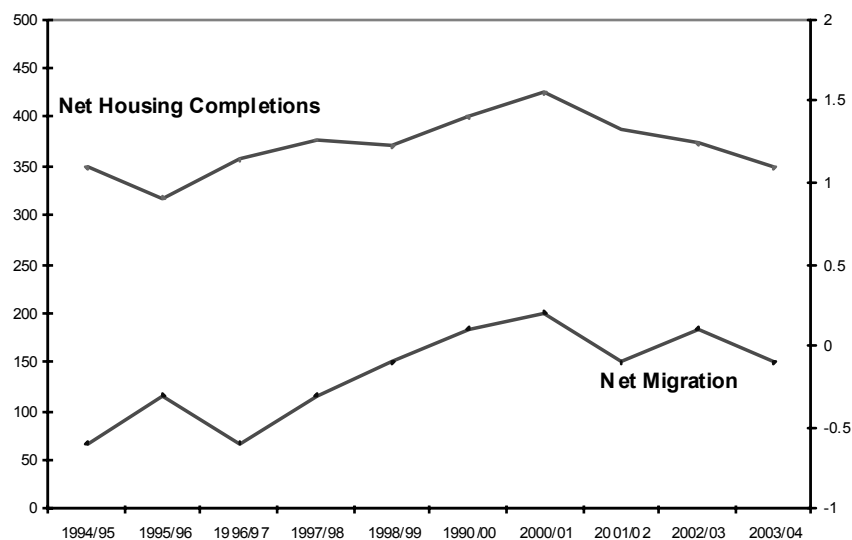
3.18 In comparison with both sub-regional and national levels, the proportion of owner-occupied dwellings is low in Hartlepool, and consequently the proportion of dwellings rented from the public sector is high as illustrated below. Nevertheless demands on the social rented stock are currently high.

Housing Tenure (2001 Census)



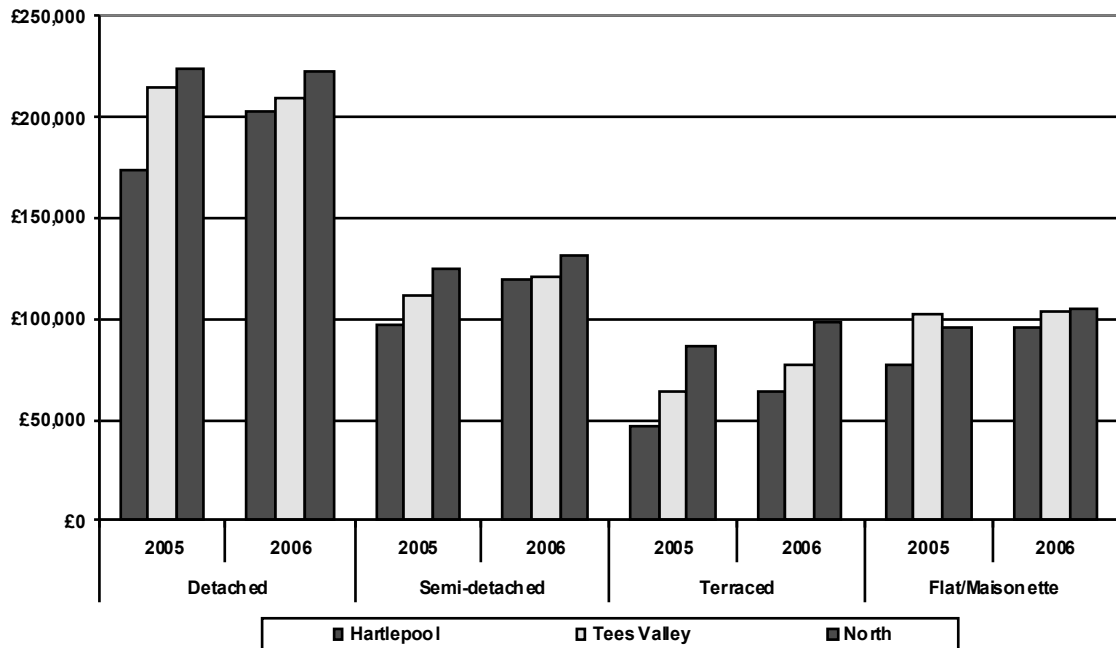
3.19 The high rate of new housing provision over the last decade or so is helping to widen housing choice in Hartlepool and this may have had some effect on overall levels of net migration from the Borough as illustrated below.

Net Housing Development and Net Migration (1994 – 2004)

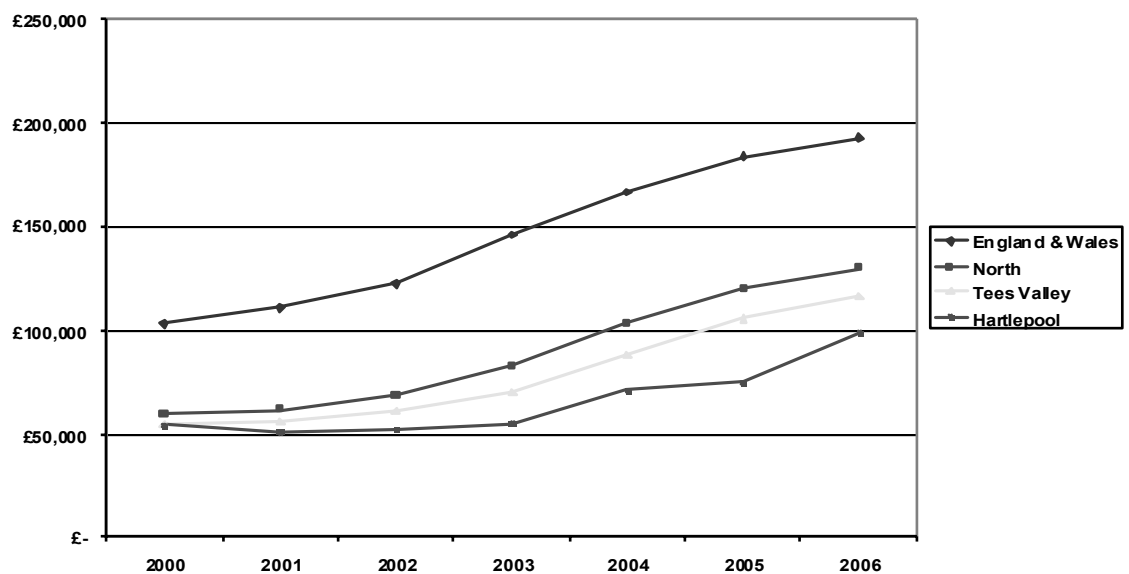


3.20 House prices in the Borough remain low. The average price for houses sold in Hartlepool between January and March 2006 was £98,770 compared to £115,910 in the Tees Valley and £126,336 in the North East. Details of comparative prices for different types of dwellings are set out in chart below.

House Prices by Type of Dwelling (January-March 2005 and January-March 2006)



3.21 Unlike the previous year when the overall rate of house price rises in Hartlepool was considerably below sub-regional and regional rates, the chart above illustrates that house prices in Hartlepool haven risen at a higher rate than Tees Valley and the region as a whole. This relative housing market buoyancy over the last year should be tempered by the fact that average prices in Hartlepool overall remain the weakest in the region (at 80% of the regional average, and only 60% of the average when benchmarked nationally – see diagram below). Average prices for terraced properties also remain the lowest in the region, despite the strong growth shown in 2005/6 for this house type.



- 3.22 **The Environment:** Hartlepool has a rich environmental heritage and very diverse wildlife habitats giving rise to a wide range of buildings, archaeological remains, wildlife habitats, geological and geomorphological features, landscape types and coastal vistas.
- 3.23 The Built Environment: The town has a long maritime tradition and a strong Christian heritage with the twelfth century St Hilda's church (a Grade 1 Listed Building) built on a seventh century monastery. The medieval parts of town are protected by the Town Wall constructed in 1315, now a Scheduled Monument and Grade 1 Listed Building. There are 8 Conservation Areas ~~of~~. One of the town's Victorian parks is included on the list of Registered Parks & Gardens. There are about 200 Listed Buildings (of which eight are Grade 1 or Grade II* Listed) and eight Scheduled Monuments.
- 3.24 Geological & Geomorphological Features: The geology of Hartlepool comprises two distinct types:
- The north of the Borough sits on the southern reaches of the Durham Magnesian Limestone Plateau, which is of international geological importance. Although the Magnesian Limestone in Hartlepool is generally too far below the overlying soils to give rise to the characteristic Magnesian Grassland flora found further north, it is exposed in several quarries and road cuttings and forms a spectacular gorge in West Crimdon Dene along the northern boundary of the Borough.
 - The southern half of the Borough sits on Sherwood Sandstone from the Triassic period; a rare exposure on the coast at Long Scar & Little Scar Rocks is a Regionally Important Geological Site. Of more recent geological origin is the Submerged Forest SSSI, which underlies Carr House Sands and is intermittently exposed by the tide. This area of waterlogged peat has yielded pollen, mollusc and other remains, which have been used to establish the pattern of sea-level change in Eastern England over the past 5,000 years.
- 3.25 Wildlife Characteristics: The Borough is bordered on the east by the North Sea and features extensive areas of attractive coastline including beaches, dunes and coastal grassland. Much of the inter-tidal area of the coast is internationally important for its bird species and is protected as a Special Protection Area/Ramsar site. Other areas of the coast are designated as Sites of Special Scientific Interest, including part of the Teesmouth National Nature Reserve, or Sites of Nature Conservation Interest.
- 3.26 The prominent location of the town's Headland, as a first landfall on the east coast, makes it of national significance for the birdwatching community. Inland is an attractive, rolling agricultural landscape including areas of Special Landscape Value. Interspersed in this landscape are a number of fragmented, but nevertheless diverse and important wildlife habitats.
- 3.27 Hartlepool only has one inland SSSI, Hart Bog. This is a small, area which has four distinct plant communities and is of particular botanical interest.

- 3.28 There are 6 Local Nature Reserves spread across the town and 40 non-statutory geodiversity and biodiversity sites, protected as Sites of Nature Conservation Interest (SNCI) and/or Regionally Important Geological & Geomorphological Sites (RIGGS) have been identified in the Local Plan. A further five sites have been identified by the sub-regional RIGGS group as meriting this designation.
- 3.29 The Borough contains some notable examples of wildlife species: grey and common seals are frequent along the coastline, with the latter breeding in Seaton Channel; red squirrels occur in their most southerly site in eastern England whilst other species occur at their most northerly or southerly limits.
- 3.30 The area of sand dunes, grazing marsh and mudflats around the North Gare form the northern section of the Teesmouth National Nature Reserve where there are saltmarsh, dune plants with some important species of marsh orchid, and other rare species.
- 3.31 Bathing water: Seaton Beach covers an extensive area and attracts significant numbers of visitors for walking, bathing and windsurfing activities. The central and southern parts of the beach meet both the Bathing Water Directive's imperative standards and the Bathing Water guideline standards. The northern part of Seaton Beach however failed the guidelines standards at the end of the 2004 season.
- 3.32 Air quality: Air quality in Hartlepool currently meets statutory standards with no requirement to prepare any Air Quality Management Areas.
- 3.33 **Culture and Leisure:** Museums associated with Hartlepool's maritime heritage and other important cultural facilities including the art gallery and Town Hall Theatre are located within the central part of the town and comprise a significant focus for Hartlepool's growing tourism economy. In particular, the Historic Quay is a major regional / national visitor attraction. As noted in paragraph 3.8, it is likely that Hartlepool's attraction as a tourism destination will be considerably enhanced by Victoria Harbour regeneration scheme and the 2010 Tall Ships event.
- 3.34 There are also a number of parks and recreation facilities scattered throughout the town. The three green wedges provide important links between the countryside and the heart of the urban areas. On the fringes of the built up area are three golf courses and the country park at Summerhill developed as part of the Tees Forest initiative.

Future Challenges

- 3.35 Hartlepool has over recent years seen substantial investment which has completely transformed its environment, overall prosperity and above all its image. Below is an analysis of the main strengths, weaknesses, opportunities and threats facing the Borough.

STRENGTHS	WEAKNESSES	OPPORTUNITIES	THREATS
<ul style="list-style-type: none"> • compactness of main urban area • sense of community / belonging • partnership working • good track record in delivering physical regeneration • diverse, high quality and accessible natural environment • maritime, industrial and religious heritage • availability of high quality housing • general support for housing renewal • high levels of accessibility by all modes of transport • lack of congestion • good road communications 	<ul style="list-style-type: none"> • perceived image • location off main north-south road corridor • high deprivation across large areas of the town • low employment rates and high level of worklessness • legacy of dedining heavy industrial base • small service sector • imbalance in the housing stock • poor health • low level of skills • high crime rates • poor rail services • exposed climate 	<ul style="list-style-type: none"> • can improve economic context and growing household choice and thus build on recent stabilisation of population levels • availability of land to enable diversification of employment opportunities within urban area • potential for development of major research, manufacturing and distribution facilities on A19 corridor • wide potential for further tourism investment • availability of land to accommodate wide range of new housing • potential for integrated transport links • potential for improved transport links if new Tees Crossing • major physical, economic and social regeneration benefits presented by the Victoria Harbour mixed use regeneration scheme • direct rail link to London • choice of Hartlepool as finishing port for the 2010 Tall Ships race 	<ul style="list-style-type: none"> • closure of major employer • expansion of area affected by housing market failure • climate change and rising sea levels • constraints of national planning policy • lack of financial resources / budget deficits • closure of hospital

3.36 The main challenges are to continue to support the development of the local economy and address the imbalance in the housing stock so as to at least maintain the population at its current level and to ensure that the town remains sustainable and an attractive place to live, work and play. Planning policies enabling an improvement in the range of housing available in the town (both through demolition and replacement of older terraced housing and provision of a range of new housing), to enable the diversification of the local economy and the growth in tourism, to encourage the provision of improved transport links and to improve the built and natural environment will all assist in achieving this aim and improve the quality of life.

- 3.37 The submitted Regional Spatial Strategy (RSS) in seeking to increase population growth in the region assumes the achievement of higher economic growth rates in order to bridge the gap between the Northern and other more prosperous regions of the country and the attraction and retention of highly skilled workers is viewed as critical to regional and sub-regional economic success. Both the RSS and the Regional Economic Strategy highlight that a large majority of this increase in population will derive from in-migration of highly skilled households over this period. Hartlepool as part of the Tees Valley city region and through the policies of the new Local Plan will seek to ensure the right housing and environmental conditions are available to contribute to population growth and the attraction of key highly skilled workers to the region.

4 ASSESSMENT OF POLICIES

Introduction

- 4.1 This section of the annual monitoring report considers the effectiveness of current planning policies. The current planning policies in terms of the period covered by this report are those of the Hartlepool Local Plan adopted in April 2006.
- 4.2 As this is the first annual monitoring report to be prepared relating to the new Local Plan, analysis of the effectiveness of policies is limited.
- 4.3 It is impractical to assess every policy of the 2006 Hartlepool Local Plan. Data may not be readily available and in any event some policies lend themselves to qualitative rather than quantitative assessment for which 'satisfaction' and other surveys will have to be carried out as part of the process of obtaining the views of the community and others.
- 4.4 Government advice on monitoring in relation to the new Local Development Framework planning system suggests that objectives are established early in the plan preparation process leading to the formulation of policies, and that targets should be set and output indicators established to monitor progress towards achieving the targets.
- 4.5 This section therefore considers the objectives of the 2006 Local Plan, the policies relating to these objectives and some related output indicators for judging the effectiveness of the policies. The indicators include relevant national core output indicators and a number of local output indicators. Some additional local output indicators relating to the objectives and policies of the new plan have been added in this third report and further local output indicators will be included subsequent annual monitoring reports.
- 4.6 It is not considered appropriate to establish targets for all the indicators in this annual monitoring report as the policies being assessed have been replaced since April 2006 by those in the new plan. However, there are a limited number of targets included in the report and in addition reference is made to some local, national or regional targets in the commentary where appropriate.

Hartlepool Local Plan Objectives, Policies and Indicators

- 4.7 The overall aim of the Hartlepool Local Plan is "*to continue to regenerate Hartlepool securing a better future for its people by seeking to meet economic, environmental and social needs in a sustainable manner*". In the context of this aim, the strategy for the Local Plan covers the following four areas:
 - regeneration of Hartlepool
 - provision of community needs
 - conservation and improvement of the environment
 - maximisation of accessibility.

- 4.8 The plan sets out specific objectives relating to the above four elements of the strategy, from which the plan's policies have been developed. Many of these policies relate to more than one objective.
- 4.9 The following part of this section sets out for each objective or group of objectives of the Hartlepool Local Plan:
- main policies flowing from the objective(s)
 - output indicator(s)
 - targets (where set)
 - data relating to the indicator(s),
 - some analysis and comment on the data, and where appropriate
 - some commentary on the related local plan policies.
- 4.10 However, indicators have not been established for all objectives, partly because of resource considerations and partly because a new Hartlepool planning system has been installed and is not yet fully operational in respect of the development of monitoring information. Nevertheless, all planning proposals and developments have been examined as part of the monitoring process, although the data provided in this report for completed developments does not include minor extensions to existing premises / uses, but focuses rather on new build developments or significant extensions.
- 4.11 Analysis and commentary on the indicators is limited as this is the first monitoring report assessing the effectiveness of the 2006 Local Plan policies.

Local Plan objectives A1, A2, A3 and A8: to encourage the provision of more and higher quality job opportunities, to ensure that sites are available for the full range of industrial and commercial activities so as to enable the diversification of employment opportunities, to encourage the development of additional office, small business and light industrial uses, and to promote mixed use developments where appropriate.

Related Policies

- Identification and criteria for development on business and other high quality industrial sites at Wyrnyard Business Park (Ind1), North Burn (Ind2), Queens Meadow (Ind3) and Sovereign Park, Park View West and Golden Flatts (Ind4);
- Identification and allocation of sites for wide range of employment uses including light and general industry (Ind5, PU6), bad neighbour uses (Ind6), port-related development (Ind7) and potentially polluting or hazardous developments (Ind9 – Ind10);
- Identification of sites and areas for retail and other commercial development in primary shopping area (Com3), edge of centre locations (Com4), at Tees Bay (Com7) and west of A179/north of Middleton Road (Com17);
- Identification of areas for mixed use developments at Victoria Harbour (Com15), the Headland (Com16), edge of centre sites (Com4) and Tees Bay (Com7);
- Intention to acquire sites to improve the local economy or general environment (GEP15).

A number of output indicators have been selected to measure the effectiveness of the policies which seek to diversify and improve employment opportunities. These include most of the national core output indicators relating to business development⁶

⁶ Core output indicator 1c relating to development on previously developed land is considered below in relation to objective C9.

and additional local output indicators relating to the amount and proportion of developments on prestige, high quality and other sites identified for business uses, and the number of new business start-ups.

Indicator 1: Amount of floorspace developed for employment by type (core output indicator 1a), **proportion in industrial and mixed use areas defined in the 2006 Local Plan** (core output indicator 1b); **and proportion on designated prestige and high quality sites** (local output indicator).

Data:

Table 4.1: Employment Floorspace Developed in 2006/07.

Use Class	All Development (sq.m)			On employment / mixed use regeneration areas (% all development)			On prestige / high quality sites (% all development)		
	2004/05	2005/06	2006/07	2004/05	2005/06	2006/07	2004/05	2005/06	2006/07
B1a	1960		-	100%			100%		-
B1b	-		-	-			-		-
B1c	-	2530	-		100%	-		100%	-
B2	-		-	-			-		-
B8	-	-	-	-	-	-	-	-	-

Commentary:

There was no significant development completed during the year, although a start was made on the 14 business units at Queens Meadow comprising 'move-on' accommodation to support business growth and representing the continuation of the high quality development of this prestige site within the urban area of Hartlepool

Most employment development activity during the year was related to small scale extensions and the change of use and re-occupation of unused or underused land and buildings.

Indicator 2: Employment land available (core output indicator 1d)

Data:

Table 4.2: Available Employment Land at 31st March 2007

Site	Identified in 2006 HLP	Uses allowed (2006 HLP)	Total land available (ha)	Land with existing planning permission	Detailed permission granted 2006/07
Wynyard Business Park	Yes	B1*	63.5	All (outline)	-
North Burn, Wynyard	Yes	B1, B2, B8	70.0	All (outline)	-
Queens Meadow	Yes	B1*	31.1	All (outline)	-
Sovereign Park	Yes	B1*	11.6	Yes	-
Park View West	Yes	B1*	2.7	***	-
Golden Flatts	Yes	B1*	20.5	No	-
Oakesway I.E	Yes	B1, B2, B8	13.8	***	-
Longhill/Sandgate	Yes	B1, B2, B8	1.7	***	-
Usworth Road	Yes	B1, B2, B8	0.1	***	-
Brenda Road East	Yes	B1, B2, B8	4.0	No	-
Tofts Farm / Hunter House	Yes	B1, B2, B8	1.8	***	■

Brenda Road West	Yes	B1, B2, B8	3.1	No	-
Graythorp I.E	Yes	B1, B2, B8	0.2	***	-
Graythorp Yard (TERRC)	Yes				
Former Centura site	Yes	B1, B2, B8	9.0	No	-
North Seaton Channel	Yes	Port uses	26.2	No	-
North Graythorp	Yes	**	16.1	No	-
Marina (mixed use area)	Yes	B1, some related B2	3.2	Yes	-
Victoria Harbour (mixed use area)	Yes	B1, some related B2	80****	Yes (subject to completion of S106 Agreement)	-

Notes:

- Available land excludes land held by businesses for their own use;
- Detailed permission relates to undeveloped land outside existing curtilages
- B1* - some B2 (general industry) and B8 (warehousing) uses may also be allowed on these primarily business use sites;
- ** - potentially polluting and hazardous industry;
- *** - these sites are established industrial estates/areas which have been substantially completed – available land on these sites generally comprises a number of small sites scattered within the main industrial area.
- **** Figure relates to the total site identified for mixed uses

Commentary:

Employment land in Hartlepool can generally be categorised as follows:

- sub-regionally important greenfield sites close to the A19 corridor (Wynyard Business Park and North Bum)
- locally important prestige and high quality sites within the town (Queens Meadow Business Park, Sovereign Park, Park View West and Golden Flatts);
- within mixed use regeneration sites (Marina / Victoria Harbour)
- 'general' industrial sites, most of which are substantially developed;
- sites retained for port and port-related uses (part Victoria Harbour and North Seaton Channel); and
- site for potentially polluting and hazardous industry (North Graythorp),

About 40% of the employment land available in the Borough comprises the sub-regionally important land at Wynyard some distance from the main urban area of Hartlepool. Within the town itself, much of the available land is on the high quality sites, only one of which (Golden Flatts) remains totally undeveloped. This site could be developed for a large single user or ultimately as an extension to Queens Meadow. About 15% of the available employment land is reserved for port and port-related uses or for potentially polluting or hazardous industries, whilst much of the remaining land comprises often small parcels of land within substantially developed industrial estates.

All planning permissions for employment uses granted during the year (set out Table 4.3 below) related to employment land identified in the Local Plan. However all the schemes were for developments within the curtilages of existing developed land and none involved development on new 'available' sites.

Table 4.3: Planning permission granted for employment uses 2006/07:

Site / Location	Identified employment site (policy)	Proposal	Use Class	Area (Ha.)	New Floorspace (sq.m.)
Oakes way	Yes (Ind5a)	Warehouse extension	B2	**	117
Sandgate	Yes (Ind5b)	New industrial unit for car recycling purposes	B2	**	393
Longhill	Yes (Ind5b)	8 industrial units	B2	0.14	850
Longhill	Yes (Ind5b)	Use as waste recycling centre and new building	Sui generis	**	3660
Longhill	Yes (Ind5b)	New light industrial unit with workshops and offices	B1c	0.09	700
Usworth Road	Yes (Ind5c)	2 new industrial starter units	B1 / B2	0.07	721
Hunter House	Yes (Ind5f)	Factory extension	B2	5.4	2370
Nuclear Power Station	Yes (PU6)	New office building	N/a	**	756
West of Seaton Channel	Yes (Ind9a)	New wet treatment building and alterations to existing plant	B2	**	2500

** within boundary of existing development

Indicator 3: *Losses of employment land* (core output indicators 1e and 1f)

Data:

Table 4.4: Loss of Employment Land 2004-2007

Year	Location/Site	Total area lost (Ha)	Area lost in employment / regeneration areas (ha)	Developed for residential use (ha)	Developed for other non-employment use (ha)
2004/05	n/a	0	0	0	0
2005/06	n/a	0	0	0	0
2006/07	Golden Flatts	0.2	0.2	0.2	0

Commentary:

Much of the available employment land in the Borough either comprises the sub-regionally important sites at Wynyard or lies with the health and safety consultation zones around the nuclear power station or other hazardous installations. Opportunities for development of other uses, particularly housing and leisure or other uses attracting a large number of people are therefore limited. However, during the year, 0.2 ha of land at Golden Flatts was developed for residential purposes having been released to link two areas of brownfield land and facilitate and increase the viability of the overall development.

Indicator 4: *New business start-ups* (local output indicator)

Targets:

2006/07:	130
2007/08:	140
2008/09:	150
2009/10:	160

Data:

2004/05:	135
2005/06:	120
2006/07:	145

Commentary:

The figures for 2004 represented the third highest annual total in Hartlepool over the last decade. The reduction in 2005/06 was mainly due to the slowing down of the economy. However, in 2006/07 Hartlepool was the joint 9th highest area in Great Britain for new VAT registrations and the outturn of 145 was above the local target set for the year of 130 new business start-ups. This performance has been based on a number of factors including the on-going delivery of Hartlepool's Incubation strategy related in part to the success of the Innovation Centre at Queens Meadow which provided an additional component in Hartlepool's incubation system and in part to the increase in the number of service sector businesses.

Local Plan objective A4: to promote the growth of tourism

Related Policies

- Identification of areas for tourism related developments at the Marina (To1), Headland (To2) and Seaton Carew (To4 – To6);
- Encouragement of green tourism (To7 –To8) and business tourism (To11);
- Encouraging the provision of tourist accommodation (To9) and identifying criteria for touring caravan sites (To10).

Indicator 5: *Planning permissions granted for tourist related developments*
(local output indicator)

Data:

Table 4.5: Planning permissions granted for tourism related developments 2006/07

General Location	Site / Location	Development	Identified tourist area
Headland	Croft Terrace	Siting of Andy Capp sculpture	Yes
	Heugh Battery	Landscaping of vacant site and provision of replica gun	Yes
	Middlegate	Siting of Celtic Cross	Yes
	York Place	Conversion to provide tearooms	Yes
Edge of Centre	Hillcarter Hotel	Additional bedrooms	-
Seaton Carew	Coronation Drive	Erection of 2 restaurants and bar	Yes
	The Cliff	Change of use to hotel/guest house	Yes
Countryside	Ashfield Farm, Dalton Piercy	Provision of touring caravan and campsite	No

Commentary:

Tourism has become very important to the Hartlepool economy, the development at the Marina acting as a catalyst to its success. The Local Plan identifies the Marina,

Victoria Harbour, the Headland and Seaton Carew as main tourism destinations and its policies encourage appropriate developments related to the very different character of these areas. The planning permissions granted during the year reflect these characteristics. (The outline planning application for the mixed use development of Victoria Harbour including a hotel and other tourism uses was approved during 2005/06 but is not recorded above pending the completion of the section 106 agreement).

In order to encourage the further development of tourism related schemes, the Borough Council has prepared development briefs for sites in three of the key areas. These may lead to new development proposals in the coming year.

Further, Hartlepool's success in winning the bid to be the finishing port for the 2010 Tall Ships Race will have a major impact on the towns' attraction as a tourist destination.

Local Plan objective A5: to ensure that there is an adequate infrastructure to serve new and existing development

Related Policies

- Allocation of site for sewage treatment works and criteria for improvements to existing plants (PU3);
- Requirement for adequate drainage and encouragement of sustainable drainage systems (PU1 - PU2);
- Safeguarding of road corridors (Tra11 – Tra13);
- Identification of access points for major development sites (Tra14).
- Identification of land for power generation (PU6)
- Criteria for renewable energy developments (PU7)
- Seeking contributions from developers for highway and infrastructure works (GEP9)

Indicator 6: *Renewable energy capacity installed by type* (core output indicator 9).

Data: None installed during 2006/07

Commentary:

There have been no planning applications received for new renewable energy operations since the wind turbines development was completed in 2004.

Commentary on other Related Planning Policies

Although the full sewage treatment works has been developed on the allocated site, policy PU3 remains relevant in respect of other existing sewage works.

Local Plan objective A6: to improve the viability and environment of older housing, commercial and industrial areas

Related Policies

- Improvement of existing housing stock and its environment (Hsg1);
- Selective housing clearance and housing market renewal programmes (Hsg2 – Hsg3);

- Seeking contributions from developers for improvements in housing areas (GEP9);
- Encouraging and undertaking environmental and other enhancement schemes in Industrial and Commercial Improvement Areas (Ind8 and Com6).

Indicator: None identified

Commentary on Related Planning Policies

The housing market renewal programme is well underway. There was some demolition during the year (58 dwellings), but most of the demolition (575 dwellings) has been since March 2007. Thirteen bungalows for the social rented sector have been completed since March on one of the three sites and work is well advanced on re-developing the balance of the area.

During the year, the Council successfully achieved agreement for contributions towards housing regeneration in relation to two proposed housing developments of over 50 dwellings.

Local Plan objectives A7 and C10: to promote development on previously used sites where appropriate and to encourage the full use of empty or underused buildings and to ensure the appropriate enhancement of derelict, unused and under-used land and buildings

Related Policies

- Reclamation and re-use of derelict and disused land (GEP17);
- Acquisition of untidy sites (GEP16);
- Encouraging development on contaminated land (GEP18)
- Encouraging residential conversions and the residential re-use of upper floors of properties (Hsg7 – Hsg8).

Indicator 7: *Employment, residential and other development on previously developed land* (PDL) - (core output indicators 1c and 2b, and local output indicator)

Data:

Table 4.6: Development on Previously Developed Land 2004-2007

Type of use		2004-2005		2005-2006		2006-2007	
		Completed	% PDL	Completed	% PDL	Completed	% PDL
A1	shops	-	-	-	-	4776	100%
A2	financial and professional offices	-	-	-	-	-	-
B1a	other offices	1960sqm	100%	2530sqm	100%	-	-
B1b	research & development, high tech	-				-	-
B1c	light industry	-				-	-
B2	general industry	-				-	-
B8	storage or distribution	-		-	-	-	-
C3	residential	241 dwgs	54.8%	279 dwgs	54.6%	283	51.9%
D1	non-residential institutions	727sqm	100%	-	-	2290	100%
D2	assembly and leisure	414sqm	0%	-	-	-	-

Commentary:

All non-residential development completed during 2006/07 has been on previously developed land.

However, only 51.9% of dwellings completed (including conversions providing 22 new units) were on previously developed land, slightly below the previous two years, but in line with the local Best Value target of 52% for the year. The low level of brownfield completions is primarily due to existing commitments on greenfield sites particularly Middle Warren, where a further 900 or so dwellings are likely to be provided over the next few years.

Due to the delay in the start of development at Victoria Harbour, reaching the national and local plan target of 60% by 2008 will be primarily dependent upon the rate of clearance and redevelopment in the housing market renewal areas and the completion rates at the Marina which to date have been low.

Local Plan objectives A9 and B1: to encourage the provision of high quality housing and to ensure that there is available throughout the plan period an adequate supply of suitable housing land which is capable of offering in different localities, a range of house types to meet all needs.

Related Policies

- Management of housing land supply (Hsg5);
- Provision of housing in mixed use developments at Victoria Harbour and the Headland (Hsg6);
- Setting out the criteria for residential annexes, homes and hostels, residential mobile homes and gypsy sites (Hsg11 – Hsg14);
- Encouraging residential conversions and use of upper floors (Hsg7 – Hsg8);
- Seeking contributions from developers for highway and infrastructure works (GEP9).

Indicator 8: *Housing Trajectory* (core output indicator 2a)**Data:**

The trajectory below shows the number of net housing completions since 2001 and projected net completions for the period to 2016 in relation to the average annual strategic housing requirements set by the structure plans⁷ and the recommended strategic housing requirements to be included in the Regional Spatial Strategy⁸.

Future net completions are estimated taking into account:

- a) anticipated completion rates on committed sites already under construction plus
- b) anticipated completion rates on sites with planning permission plus
- c) anticipated completion rates on major sites for which planning permission is pending, primarily the Victoria Harbour proposal, plus

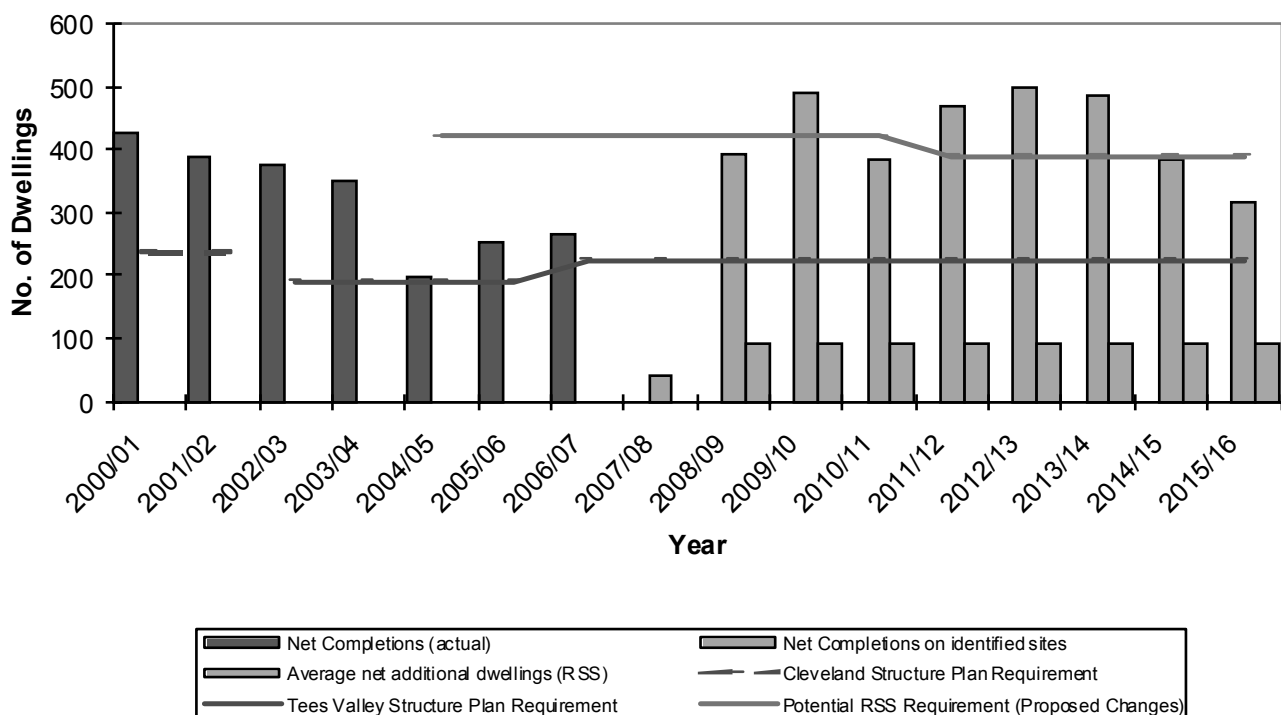
⁷ Cleveland Structure Plan Alteration No 1 (1995) and Tees Valley Structure Plan (2004)

⁸ As set out in the Proposed Changes to the Regional Spatial Strategy May 2007

- d) anticipated completions on additional sites which it is anticipated are likely to come forward (eg social housing developments and redevelopments on future cleared sites), less
- e) anticipated demolitions of occupied dwellings (estimated to be 70% of actual demolitions of dwellings in the private sector and 97% of actual demolitions of dwellings in the public sector).

Not included in the estimates set out in the trajectory set out in Diagram 4.1 below are small windfall sites of under 5 dwellings (which have averaged about 9 dwellings pa over the past 10 years), conversions or sites at the Headland and Seaton Carew for which development briefs have been prepared for a mixture of uses which could include housing.

Diagram 4.1: Housing Trajectory 2000 to 2016



Commentary:

A total of 283 dwellings (including conversions) were completed during the year. As 58 dwellings were demolished⁹, (of which it is estimated that 30% were vacant at the time clearance was first considered) the overall (net) gain to the housing stock was 267 dwellings. This represents a slight increase in net completions over the previous year, but is still below the levels of the 1990s and early part of the 2000s. Between 1994 and 2006, net completions have averaged 346 dwellings per annum, well over the strategic requirements set by the structure plans. This was primarily due to commitments and the start of development on the major site at Middle Warren allocated for development in the Cleveland Structure Plan.

⁹ No dwellings were lost to other uses.

Continuing commitments (at Middle Warren and the Marina) together with the proposed development at Victoria Harbour account for a large proportion of likely future supply.

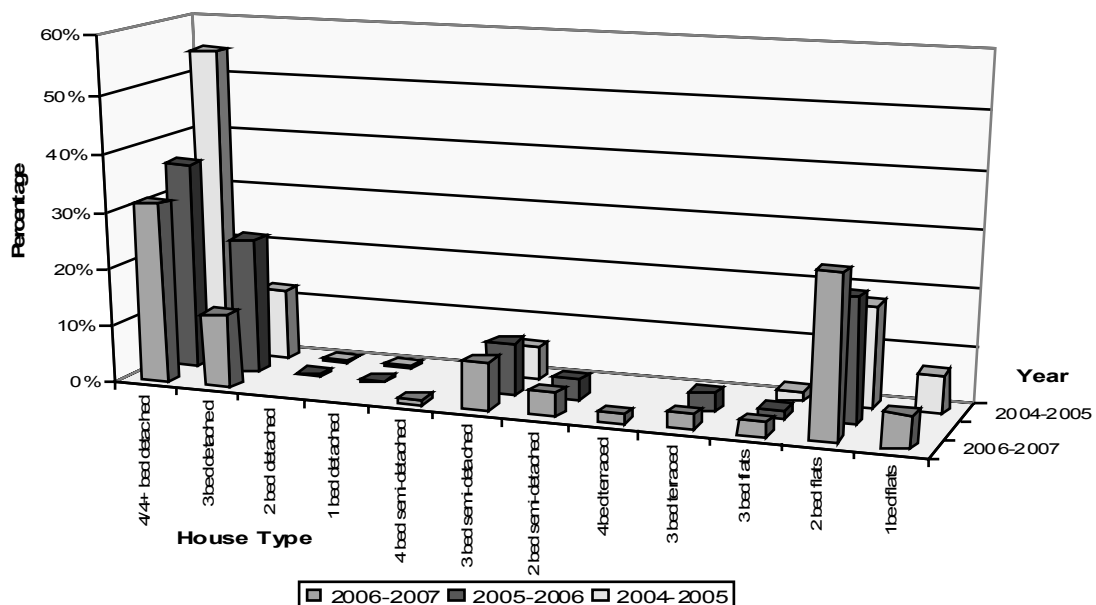
The particularly low level of net completions expected during 2007/08 is due to the clearance of 575 dwellings rather than any slow down in the housing market.

The housing trajectory shows a future oversupply of housing against the current strategic housing requirement set out in the Tees Valley Structure Plan, but a shortfall in later years against the strategic requirement set out in the Proposed Changes to the Regional Spatial Strategy (equivalent to an average 90 dwellings per annum over the next eight years to 2016). The Housing Allocations Development Plan Document is to be prepared commencing in November 2007 by which time the strategic housing requirements in the Regional Spatial Strategy will be confirmed and in the light of continuing monitoring an assessment can be made of the extent of future housing land allocations.

Indicator 9: *Types of housing completed* (local output indicator)

Data:

Diagram 4.2: Types of dwelling completed 2004/05 and 2006/07 (Percentages)



Commentary:

Over 70% of the completions in 2004/05 and 2005/06 and over 60% of completions in 2006/07 were on land identified for housing development in the 1994 Local Plan.

The above chart illustrates the high number of flats / apartments currently being provided (over 26% of all completions in 2004/05, over 23% in 2005/06 and over 36% in 2006/07). Although it is not realistic to establish trends based on data for three years, it is noticeable that the overall proportion of detached dwellings has

decreased over the period (from 68% to 44%), in particular, in terms of the larger detached dwellings of 4 or more bedrooms which have decreased from about 55% to 31% of all completions. This is due to the completion of most of the sites allocated for low density housing in the 1994 Local Plan and the lull in volume house-builder activity in the Hartlepool part of the Wynyard development.

The Borough Council commissioned a Strategic Housing Market Assessment (completed in July 2007) which examined in detail the existing housing stock and existing permissions and how this relates to the needs and aspirations of the community. It found that in terms of the general housing market overall market demand exceeds supply in most areas. Across Hartlepool, demand for 3 and 4 bedroom houses was strongest equating to 65.6% of the general requirements from the survey and demand for bungalows exceeds supply. However, bungalows have only accounted for an average of 1.8% completions over the last 4 years. Market demand for flats was also apparent from the survey, but given the potential scale of new build apartments with planning permission, new development will easily offset the shortfalls evidenced and future excess supply could result in under-occupation and market distortions.

Indicator 10: *Density of completed housing developments / Density of all completed housing* (core output indicator 2c)

Data:

Table 4.7: Density of Completed Housing Sites 2004-2007

New dwellings on completed sites (or phases of sites of larger developments) built at	2004/2005	2005/2006	2006/07
less than 30 dwellings per ha	52%	23%	18%
between 30 and 50 dwellings per ha.	0%	40%	51%
above 50 dwellings per ha.	48%	37%	31%

This relates to developments of 5 or more dwellings.

Table 4.8: Density of Housing Units Completed 2004-2007

Percentage of all new dwellings completed at:	2004/2005	2005/2006	2006/07
less than 30 dwellings per ha	27%	13%	18%
between 30 and 50 dwellings per ha.	36%	58%	47%
above 50 dwellings per ha.	37%	29%	35%

Commentary:

Twelve developments (or phases of development) were completed during 2006/07 ranging in density from 7 to 169 dwellings per hectare. Two of the developments completed at less than 30 dwellings per hectare (Wynyard and How Beck, Middle Warren) were allocated in the 1994 Local Plan specifically for low density housing. The other two low density sites completed comprised the 'fairway' housing adjoining the High Throston Golf Club and a small phase of the Middle Warren site. The high density housing sites comprised either flat/apartment developments or small infill developments on previously developed land.

In terms of all completions, the percentages of low density and high density completions have increased slightly over the previous year. However, it is not possible to make any meaningful analysis based on the data for three years.

Indicator 11: Affordable housing completions (core output indicator 2d)

Data:

Table 4.9: Affordable Housing Completions 2004-2007

	wholly funded through RSL	wholly funded by developer contribution	funded through mix of public subsidy and developer contribution
2004/05	20	0	0
2005/06	0	0	0
2006/07	10	0	0

Commentary:

The Local Plan does not require provision for affordable housing, but notes that some of the sites allocated are appropriate to meet special needs. The Hartlepool Housing Market Dynamics Study prepared in 1999 in part to inform the emerging housing policies of the Local Plan together with some subsequent studies identified that there was no denial of market access to housing for households earning average or below average incomes.

However, the recent activity associated with housing market renewal which has led to a new demand for RSL stock¹⁰ and the general trend of rising house prices has altered the position in respect of affordability. The Strategic Housing Market Assessment recently completed for the Borough Council provides a comprehensive analysis of the housing market covering issues of housing need including supported housing requirements, housing aspirations and a detailed affordability analysis. The assessment highlights that there is a degree of pressure in the current market evidenced by market demand exceeding supply in most areas, considerable uplift in house prices in the past 5 years, strong demand for private rented accommodation and limited capacity of the social rented sector with long waiting lists and low vacancy rates.

The assessment includes a detailed analysis of affordable housing requirements using a methodology advocated in the government guidance and identifies a shortfall of 393 affordable dwellings per annum across Hartlepool Borough (1965 over the period April 2007 to March 2012). Meeting the need for affordable housing has therefore become a major issue for the Council and a good balance of small and larger general needs stock needs to be delivered along with some older persons' affordable accommodation. The Council is already considering the issue of affordable housing through its Scrutiny process.

¹⁰ Registered Social Landlords including Housing Hartlepool and other Housing Associations such as Three Rivers and Endeavour.

As the Local Plan does not cover the need to provide affordable housing, it is considered that a new DPD concerned only with matters relating to the provision of affordable housing should be prepared to provide the appropriate statutory policies to address this issue (see paragraph 2.20 above).

Local Plan objectives B2 and D3: to ensure that Hartlepool Town Centre continues to fulfil its role as a vibrant and viable amenity providing a wide range of attractions and services with convenient access for the whole community and to ensure that developments attracting large numbers of people locate in existing centres which are highly accessible by means other than the private car

Related Policies

- Encouraging the development of the town centre as the main shopping, commercial and social centre of Hartlepool (Com1);
- Protecting the retail character of the primary shopping area (Com2) and allocation of development site within primary shopping area (Com3);
- Identifying the sequential approach for shopping and other main town centre uses (Com8 and Com9);
- Improvement of accessibility to and within town centre by modes other than the car (Tra1, Tra4, Tra5, Tra7);
- Restriction on retail developments in industrial areas and at petrol filling stations (Com10 and Com11);
- Preventing spread of town centre uses to adjoining residential areas (Hsg4);
- Sequential approach for major leisure developments (Rec14);
- Identifying area where late night uses permitted (Rec13).

Indicator 12: Amount of completed retail, office and leisure development and proportion in the town centre (core output indicators 4a and 4b)

Data:

Table 4.10: Retail, Office and Leisure Development 2006-2007

Uses	All completed floorspace (sqm)	Completed floorspace in town centre	Proportion in town centre
A1: shops (gross internal floorspace)	4776	112	2.3%
A2: professional & financial offices	-	-	-
B1a: other offices	-	-	-
D2: assembly and leisure	-	-	-

Commentary:

The only significant completions during the year related to retail developments. Most of the floorspace completed related to the 4 units provided on the new High Point Retail Park, located outside the town centre just to the north of the existing Anchor Retail Park, for which initial outline planning approval was granted in 200X. The development of this site has obviated the need for policy Com17 of the Local Plan which will thus not need to be saved beyond the initial period to 2009.

Other retail developments completed during the year comprised relatively small extensions at the Highlight Retail Park within the Marina edge of centre area in the

Middleton Grange Shopping Centre within the primary shopping area of the town centre.

Indicator 13: Vacancy rates in the town centre (local output indicator)

Data:

Table 4.11: Vacancy Rates in the Town Centre

No. of Retail Units	No. of Vacant Units	Total Retail Floorspace (sqm)	Vacant Retail Floorspace (sqm)
187	23 (12%)	72902	6137 (8.4%)

Commentary:

Information on vacancies can provide a useful indication of the viability of the town centre. The area of the Town Centre was redefined in the 2006 Local Plan and the above information will provide a baseline line from which to measure any trends in the rate of vacancies in the future. The Local Plan includes a target to decrease the rate to 6%.

Local Plan objectives B3 and B4: to encourage in accessible locations the provision of sport, recreational, leisure and cultural developments to cater for the whole community and to protect and encourage the development of local shopping, leisure and other community facilities at locations convenient to main neighbourhoods.

Related Policies

- Identification of local centres (Com5) and control of commercial uses in residential areas outside local centres (Com13 and Com14);
- Continued development of Summerhill (Rec10);
- Protection of outdoor playing space (Rec4);
- Dual-use of school facilities encouraged (Rec6);
- Identification of sites to be developed for a range of sporting, recreational, leisure and cultural uses and facilities (Rec3, Rec5, Rec7, Rec8 and Rec12);
- Allocations for specific local facilities-Rec3-Neighbourhood Parks, Rec5-playing fields, Rec8-areas for quiet recreation, and PU10 – PU11 -primary schools)
- Requirement for the provision of casual play areas in new housing developments (Rec2);
- Encouraging provision of local facilities serving residential areas (PU9);
- Seeking contributions from developers for open space, play facilities and other community facilities (GEP9);
- Development of network of recreational routes within the urban area (Rec9).

Indicator 14: Amount of new residential development within 30 minutes public transport time of local service, educational, employment and retail facilities (core output indicator 3b)

Data:Table 4.12: Accessibility to local services, schools, jobs and shops

New residential development within 30 minutes public transport time		
	No. of dwellings	Proportion of dwellings
general practitioner	271	96%
hospital	271	96%
primary school	271	96%
secondary school	271	96%
area of employment	271	96%
Hartlepool town centre	271	96%
other major retail centre	0	-

Commentary:

All new residential development within the urban area of Hartlepool lies within 30 minutes public transport time of all local services provided in the town, including the town centre and major employment areas. Eleven dwellings were however completed outside the main urban area, ten of which were at Wynyard. Residents of Wynyard could access services at Billingham and Sedgefield until July 2006, when the bus service was withdrawn.

Local Plan objective C1: to ensure that developments do not have an adverse impact on the quality of life of the population of Hartlepool

Related Policies

- Setting out general principles for all new development (GEP1);
- Provision for access for all (GEP2);
- Encouraging crime prevention by planning and design (GEP3);
- Control on the location of food and drink developments (Com12) and on the location of late night uses (Rec13);
- Controlling other new developments to protect the amenities of residents (eg Com13 and Com14 - developments in residential areas, Hosg9 - residential developments, Rec11 - noisy outdoor sports and leisure activities, PU8 – telecommunications etc.);
- Controlling development in areas of flood risk (Dco2).

Indicator 15: *Satisfaction with area as a place to live and with overall quality of life and problems related to quality of life (local output indicators)*

Data:Table 4.13: Satisfaction with area and quality of life

	Hartlepool	National
Satisfaction with area as a place to live	83%	87%
Feel good about quality of life (standard of living, surroundings, friendship, how feel day to day)	90%	83%

Table 4.14: Perceived problems relating to crime

	A serious problem	Not a problem
Household burglary	5%	74%
Car crime	8%	68%
Crowds and gangs causing disturbance or hooliganism	9%	71%

Commentary

The above tables form part of the results of a household survey carried out by MORI in 2007. They set a baseline position for future surveys which may be undertaken. Overall, the areas of the town where there is least satisfaction in all respects are those inner areas where housing market renewal initiatives are being undertaken (North and West Central Hartlepool).

Indicator 16: Number of planning permissions granted contrary to the advice of the Environment Agency on either flood defence grounds or water quality (core output indicator 7)

No planning permissions were granted contrary to the advice of the Environment Agency during the year.

Local Plan objectives C2 and C7: to retain the compact form of the main urban area by preventing urban development extending into the countryside and to protect and enhance the character of the existing villages.

Related Policies

- Definition of Urban Fence and Village Envelopes (Rur1 – Rur3);
- Developments to accord with Village Design Statements (Rur4);
- Protection of rural services (Rur6).

Indicator 17: Planning decisions on proposals for development outside urban fence and village envelopes (local output indicator)

Data:

Table 4.15: Developments approved outside Limits to Development 2004-2007

Developments Approved	2004/05	2005/06	2006/07
Agricultural buildings	3	4	0
New dwellings – no agricultural justification	0	0	0
New dwellings associated with agricultural existing developments	1	0	0
Temporary residence in connection with rural business	0	3	0
Replacement dwellings	1	0	0
Residential conversions of rural buildings	1	0	0
Residential alterations and extensions	7	9	6
Extensions of gardens	3	1	0
Recreational and leisure uses	1	0	4
Farm diversification schemes	0	0	0
Extensions and other works relating to existing businesses	2	2	1

Telecommunications developments	2	1	0
Other	0	0	2

Table 4.16: Developments refused outside Limits to Development 2004-2007

Developments Refused	2004/05	2005/06	2006/07
Agricultural buildings	2	0	1
New dwellings – no agricultural justification	0	1	0
New dwellings associated with agricultural existing developments	0	0	0
Temporary residence in connection with rural business	0	0	0
Replacement dwellings	0	0	0
Residential conversions of rural buildings	0	0	0
Residential alterations and extensions	0	1	1
Extensions of gardens	0	1	0
Recreational and leisure uses	0	0	1
Farm diversification schemes	0	0	0
Extensions and other works relating to existing businesses	0	0	0
Telecommunications developments	0	1	0
Other		1	1

Commentary

The information provided above relates to planning applications determined since 2004 for development on land outside the limits to development (urban fence and village envelopes).

In the current year most approvals related to residential alterations and extensions, although one scheme was refused as its scale was inappropriate. The recreational and leisure schemes approved included a proposal to form fishing lakes and afforestation areas. The proposal to use land as a quad and motor cycle track was however refused in view of the disturbance to neighbouring farms and farm animals. A proposal to develop a childrens' nursery on land outside the limits defined in the Local Plan was also refused.

The policies defining limits to development therefore continue to protect the open countryside from inappropriate development.

Local Plan objective C3: to preserve and enhance the quality, character and setting of Conservation Areas, Listed Buildings and areas of archaeological and historic interest

Related Policies

- Protection and enhancement of conservation areas (HE1 – HE4 and supplementary note 5);
- Review of Conservation Areas (HE5), review of Listed Buildings (HE11);
- Protection of Listed Buildings (HE7 – HE10) and locally important buildings (HE12);
- Withdrawal of PD rights (GEP11);
- Protection and enhancement of Registered Parks and Gardens (HE6);
- Protection of Scheduled Monuments, areas of historic landscape and other archaeological sites (HE13 – HE15).

Indicator 18: *Number of buildings at risk* (local output indicator)**Data:**Table 4.17: Numbers of Buildings at Risk 2004-2007

Type of building at risk	2004/05	2005/06	2006/07
grade 1 and grade II* Listed Buildings	0	0	0
grade II Listed Buildings	8	9	10
non listed buildings in Conservation Areas	2	3	3

Commentary:

The national Buildings at Risk Register does not include any buildings in Hartlepool. However, the Register only relates to grade 1 and grade II* Listed Buildings. Hartlepool Council conducts its own survey of other important buildings in the Borough, and currently identifies that 13 of these are at some risk through neglect and decay. One building (the former Co-op at Stranton) is no longer at risk and its conversion for 50 apartments is well advanced, but two additional grade II listed buildings have now been vacated and are considered to be at risk.

Two of the buildings at risk have been granted planning permission for their re-use during the current year (2005/2006) and it is anticipated that the conversion and improvement works to at least one of these will be sufficiently advanced to warrant its removal from the at risk list by next year.

In addition, it is hoped that on-going discussions will result in improvement and conversion works being approved for the re-use of two further buildings both in the Park Conservation Area.

Whilst 8 of the 13 buildings have planning permission, the existence of planning permissions does not necessarily mean that the buildings will cease to be at risk, as permissions may not always be implemented. Thus in future years, it is proposed to highlight as part of this indicator, buildings whose future has been secured.

Indicator 19: *Conservation Area Appraisals undertaken* (local output indicator)**Targets:**

Year	Appraisals
2006/07	1
2007/08	1
2008/09	2

Data:

One Conservation Area appraisal – for the Headland – was undertaken during the year in line with the local target.

Local Plan objective C4: to encourage a high standard of design and the provision of high quality environment in all developments and particularly those on prominent sites, along the main road and rail corridors, and along the coast

Related Policies

- Setting out general principles for all new development (GEP1);
- Setting out design guidelines for new housing developments and for house extensions (Hsg9, Hsg10 and supplementary note 4);
- Providing for high quality of design and landscaping along main approaches to Hartlepool and on the main frontages within industrial estates (GEP7, GN4);
- Encouraging the provision of public art (GEP10);
- Control on advertisements (GEP8);
- Intention to acquire sites to improve the local economy or general environment (GEP15).

Indicator 20: *Satisfaction with design of residential extensions* (local output indicator)

Data:

None for 2005/06

Commentary:

Whilst there is no data available for the current year, data is collected every few years on perceptions of how well residential extensions fit in with existing buildings. In 2003, the last year this question was asked in the annual Viewpoint questionnaire, 73% of residents considered that in most cases this was so, 21% considered that this was not so in all cases and 1% considered that it was never the case (the remaining 6% with no view or no response). The question will be asked again in 2008 and the responses compared with the 2003 results in a future annual monitoring report.

Local Plan objectives C5 and C6: to seek to create a green network within the main urban area to direct the future protection, management and improvement of open space for people and wildlife and to protect as far as possible existing open space, and to encourage further landscaping and tree planting where appropriate

Related Policies

- Enhancement of the green network (GN1);
- Protection of the green wedges (GN2);
- Identification of sites for additional tree and woodland planting (GN5);
- Protection of incidental open spaces (GN6);
- Providing for the protection, replacement and provision of trees and hedgerows (GEP12-GEP14 and supplementary note 3);
- Seeking contributions from developers for landscaping, woodland planting and open space.

Indicator 21: Amount of eligible open spaces managed to Green Flag award standard (core output indicator 4c)**Data:**

No Green Flag Awards

Commentary:

Hartlepool Borough Council has not made any applications for 'green flag' awards. Nevertheless it is considered that the parks in Hartlepool in general meet or surpass the standards set. One park has been refurbished to a high standard and is now included in the Register of Historic Parks and Gardens.

During the year, the Borough Council commissioned consultants to undertake an audit and assessment of open space. This is looking at a variety of different types of open space across the town such as amenity open space, playing fields accessible to the public, allotments and play areas with a view to assessing their quality and value. The views of residents and key providers were sought in January 2007. All the various types of open space were subsequently assessed in order to help identify shortfalls in provision, where there are barriers to accessing different types of open space and identify areas where there is a need for investment to improve quality. The final report of the consultants is expected in December 2007.

Local Plan objective C8: to protect and enhance the countryside and coastal areas and to make them more accessible for the benefit of the residents of, and visitors to, the Borough

Related Policies

- Criteria for outdoor recreational developments in coastal areas (Rec1) and in the countryside (Rur16);
- Protection of agricultural land (Rur9);
- Protection of Special Landscape Areas (Rur20);
- Controls on housing in the open countryside (Rur12);
- Criteria for other development in the countryside including the re-use of rural buildings and farm diversification (Rur7 – Rur8 and Rur9 - Rur11),
- Provision for tree planting and other improvements in the area of the Tees Forest (Rur14);
- Identification of small Community Forest Gateway sites (Rur15);
- Provision of network of leisure walkways including the coastal walkway and other strategic recreational routes (Rur17 – Rur18)

Indicator 22: Improvements to rights of way / leisure walkways (local output indicator)**Data:**

Table 4.18: Percentage of rights of way open and easy to use

2003/04	84.9%
2004/05	91.1%
2005/06	89.6%
2006/07	96.9%

Table 4.19: Walkways created, diverted, extinguished or improved

Walkways:	2004/2005		2005/06		2006/07	
	Public Rights of Way	Permissive Paths	Public Rights of Way	Permissive Paths	Public Rights of Way	Permissive Paths
Created	0.32 km	0	0	0	0	0
Diverted	0	0	0.52 km	0	0	0
Extinguished	0.19 km	0	0	0	0	0
Improved	1.53 km	1.61 km	2.59 km	0.54 km	0	0

Commentary:

The percentage of rights of way open and easy to use is a national Best Value Performance Indicator and is useful in identifying how the rights of way network is improving, although the figures do vary from year to year and reflect the position on the days when the network was surveyed.

The network is being improved and extended, and although there were no new walkways developed during the year. However, approval was given to alterations and extension of a public right of way to provide a footpath/cycleway in association with a development to convert farm buildings to studio dwellings. This approval included works to facilitate access onto the Hart- Haswell walkway (part of the Sustrans national route).

A key proposal in the Local Plan is the creation of a coastal walkway. Some lighting improvements have been carried out to the Town Wall section of the walkway during the year and Single Programme funding has been secured to complete the walkway along the western part of the Headland. Ultimately it is hoped to link the main gap in the route between the Marina and the Headland as part of the Victoria Harbour mixed use regeneration scheme.

Local Plan objective C9: to protect and enhance the biodiversity and geodiversity of the natural environment and ensure the careful use of natural resources

Related Policies

- Protection and enhancement of national and local sites of nature conservation and geological importance (WL1, WL2, WL3, WL5, WL7);
- Protection of species protected by law (WL4) and biodiversity generally (WL8);
- Seeking contributions from developers for works to enhance nature conservation features (GEP9);
- Seeking energy efficiency measures in new developments (GEP6)
- Safeguarding of Mineral resources (Min1);
- Encouraging use of secondary/recycled aggregates (Min2).

Indicator 23: *Change in areas and populations of biodiversity importance*
(core output indicator 8)

Data:

Table 4.20: Change in areas and populations of biodiversity importance 2004-2007

Designated sites	Loss of area			New areas		
	2004/05	2005/06	2006/07	2004/05	2005/06	2006/07
International and national sites	0	0	0	0		0
Local sites	0	0	0	44ha	2.9ha	0
Priority habitats	0	0	0	0	0	0
Priority species	Not available			Not available		

Commentary:

There has been no change to the areas of designated international or national sites, or of priority habitats. A new local nature reserve was designated at Spion Kop during 2005/06, but new sites have been designated during the current year.

No priority species were affected by planning decisions during the year with no loss of biodiversity being experienced.

Local Plan objective C11: to ensure that industrial and other potentially polluting or hazardous activities do not have a significant detrimental effect on the adjacent population or workforce and do not have a damaging effect on the environment.

Related Policies

- Control of pollution (GEP4);
- Control of developments involving the use or storage of hazardous substances (Ind11);
- Protection of the aquifer (PU4);
- Control of electricity transmission facilities (PU5);
- Control on developments on or near landfill sites (Dco1);
- Control on development near intensive livestock units (Ru6);
- Identifying where is need for an environmental impact assessment (GEP5);
- Need for waste minimisation plans (Was1).

Indicator: None identified

Local Plan objective C12: to minimise the adverse environmental effects of mineral workings and waste disposal operations and ensure the appropriate restoration and after use of land.

Related Policies

- Control of pollution (GEP4);
- Criteria to be considered in relation to the development of new mineral extraction sites, including the after use of sites and transportation of minerals (Min3 – Min5);
- Policies for waste recovery (Was2 and Was3);
- Criteria relating to proposals for waste disposal (Was4-Was6).

Indicator 24: Production of primary won aggregates (core output indicator 5a)

This information is not publicly available in respect of data for Hartlepool because of issues of business confidentiality.

Indicator 25: Production of secondary / recycled aggregates (core output indicator 5b)

None recorded - although there is a waste transfer operation in the town which does produce some recycled aggregates as part of the operation. In this respect issues of business confidentiality prevent the publication of detailed figures.

Indicator 26: Capacity of new waste management facilities by type (core output indicator 6a)

There were no new waste management facilities provided during the year.

Indicator 27: Amount of municipal waste arising, and managed by management type, and the percentage each management type represents of the waste managed (core output indicator 6b)**Targets:**

	Management Type							
	Landfill		Combined Energy & Waste Plant		Recycled		Composted	
	Amount (Tonnes)	%	Amount (Tonnes)	%	Amount (Tonnes)	%	Amount (Tonnes)	%
2006/07	2442	6%	28491	70%	5927	15%	3663	9%
2007/08	3024	7%	26787	62%	8209	19%	5185	12%
2008/09	2670	6%	27146	61%	8900	20%	5785	13%
2009/10	2292	5%	27502	60%	9626	21%	6417	14%

Data:Table 4.21: Management of Municipal Waste 2004-2007

	Management Type									
	Landfill		Combined Energy & Waste Plant		Recycled		Composted		Total	
	Amount (Tonnes)	%	Amount (Tonnes)	%	Amount (Tonnes)	%	Amount (Tonnes)	%	Amount (Tonnes)	%
2004/05	5500	10.3%	39300	73.3%	7300	13.6%	1500	2.8%	53600	100%
2005/06	3006	7.7%	27797	70.7%	5440	13.8%	3072	7.8%	39315	100%
2006/07	3502	8.3%	26827	64.0%	7143	17.0%	4475	10.7%	41947	100%

Commentary

The repeated shut-down for planned maintenance of the Energy from Waste plant caused more than expected diversions resulting in additional waste being landfilled. However, the introduction of Alternate Weekly Collection of recyclable / compostable and residual waste to two thirds of the Borough has increased the tonnage of

recyclable materials and the percentage and tonnage of compostable materials collected.

Local Plan objectives D1, D2 and D4: to ensure the provision of a safe, efficient and economic transport network accessible to all, to promote developments in locations which support existing transport infrastructure, which minimise the need to travel, and which are accessible by all modes of transport and to increase the attraction of, and to promote, viable alternatives to the private car

Related Policies

- Provision of bus priority routes (Tra1) and a public transport interchange (Tra4);
- Reservation of land for railway line extension (Tra2);
- Encouraging the provision of new rail halts (Tra3);
- Providing for a network of cycleways (Tra5) and the provision of cycle facilities (Tra6);
- Providing improved pedestrian links between main destinations (Tra7) and within new housing areas (Tra8);
- Identifying traffic management measures in the central area (Tra9);
- Identifying road junction improvement schemes (Tra10);
- Safeguarding of land for road improvement schemes (Tra11 – Tra13);
- Identifying access points for new developments (Tra14);
- Restricting the provision of new accesses to major roads (Tra15 and Tra16);
- Setting out parking standards (Tra16);
- Protecting rail access to industrial land (Tra17 – Tra18);
- Providing for public transport in new industrial and housing developments (Tra19);
- Requirements for Travel Plans for major shopping and other developments (Tra20, Com8) and in association with developments on major employment sites (Ind1- Ind4);
- Development of network of recreational routes within the urban area (Rec9);
- Seeking contributions from developers towards improvements to public transport and the pedestrian and cycleway network.

Indicator 28: Amount of completed non-residential development within Use Class Orders A, B and D complying with car parking standards (core output indicator 3a)

Data:

Table 4.22: Compliance with Car Parking Standards 2006-2007

Use Class	Development	Amount	Percentage
A1 – A5	A1 Retail development	5008sqm	100%
B1, B2, B8	-	-	-
D1 – D2	D1 Non-residential institutions	2552sqm	100%

The above information relates to new developments completed during the year and does not include extensions or changes of use except where these are significant and / or would affect car parking requirements.

Commentary:

The 2006 Local Plan includes the new national car parking standards based on the maximum provision.

Indicator 29: *Length of cycleways completed* (local output indicator)**Data:**

2004/2005: 2km
2005/2006: 50m
2006/2007: 0

Commentary:

Policy Tra5 of the Local Plan makes provision for the continued development of a comprehensive network of cycle routes linking the main areas of the Borough. Whilst no new lengths of cycleway were provided during the year, improvements were undertaken to two of the major routes – Hart/Haswell and Greatham/Cowpen Bewley (parts of the Sustrans national route). In addition as noted in relation to indicator 22 above, approval was given to alterations and extension of a public right of way to provide a footpath/cycleway in association with a development to convert farm buildings to studio dwellings. This approval included works to facilitate access onto the Hart- Haswell walkway.

CABINET REPORT

10th December 2007



Report of: Director of Regeneration and Planning Services

Subject: TOWN CENTRE MANAGEMENT

SUMMARY

1. PURPOSE OF REPORT

- 1.1 The report seeks Cabinet's views on revised Town Centre Management proposals following discussions with the Portfolio Holders for Regeneration and Liveability and Neighbourhoods and Communities.

2. SUMMARY OF CONTENTS

- 2.1 The report sets out the background to the Town Centre Management proposal, referring to a previous report to Cabinet in July 2007 where Cabinet expressed several concerns, and requested that further discussions take place with the Portfolio Holders for Regeneration and Liveability and Neighbourhoods and Communities. This report incorporates responses to the concerns raised and proposes an alternative way forward.

3. RELEVANCE TO CABINET

Town Centre Management deals with issues which cut across several portfolios.

4. TYPE OF DECISION

Non-key

5. DECISION MAKING ROUTE

Cabinet to consider proposal 10TH December 2007
Hartlepool Partnership to be requested to endorse proposals in February 2008.

6. DECISION(S) REQUIRED

Cabinet is requested to agree the revised proposals for the establishment of a Town Centre Management partnership.

Report of: Director of Regeneration and Planning Services

Subject: TOWN CENTRE MANAGEMENT

1. PURPOSE OF REPORT

- 1.1 The report seeks Cabinet's views on revised Town Centre Management proposals following discussions with the Portfolio Holders for Regeneration and Liveability and Neighbourhoods and Communities.

2. BACKGROUND

- 2.1 Cabinet in July considered a proposal for the establishment of a Town Centre Management structure which would help co-ordinate and oversee the management of issues relating to the central area of Hartlepool. Cabinet expressed a number of concerns around the creation of such a framework, in particular: -
- that the proposal involves the creation of 'another' steering group
 - that the creation of such a steering group might result in duplication with other groups already in existence.
 - that it might result in the Council taking on the workload and financial implications resulting from the end of the New Deal for Communities (NDC) programme.
- 2.2 Cabinet resolved that the Portfolio Holders for Regeneration and Liveability and Neighbourhoods and Communities should meet with relevant officers to discuss a way forward.
- 2.3 Since the previous Cabinet meeting, officers have carried out further investigations to assess the impact of a Town Centre Management group on the remit of existing groups, and have also considered the implications of the ending of the New Deal for Communities programme. In addition discussions have taken place with the Portfolio Holders for Regeneration and Liveability and Neighbourhoods and Communities around possible alternatives to the originally proposed structure, taking account of the concerns previously raised about the number of meetings officers and members are currently involved in.

3 THE IMPORTANCE OF TOWN CENTRE MANAGEMENT

- 3.1 In considering the proposal for establishing a town centre management partnership, it is worth considering the important role the town centre has to play in the context of the town as a whole. Town centres form the hub of any community and are the focus of a large proportion of economic activity and

social interaction. A diverse range and number of agencies, businesses, groups and individuals use the town centre on a regular basis and it is important to ensure that their roles and needs are fully understood and catered for. Such a range of activities can often lead to conflict and it is essential to be able to understand the various needs and to respond to them effectively.

- 3.2 In Hartlepool the focus of regeneration activity within the central area is on encouraging economic investment and developing the visitor economy. The development of Victoria Harbour over the next ten to fifteen years will have a major impact on the town as a whole and the central area in particular. Other headline investments include the development of key sites within the marina, the redevelopment of the College of Further Education and activities associated with the Tall Ships Race 2010. It is important that mechanisms are in place to enable these to be fully integrated within the existing framework and to respond to these changes and challenges in order to maximise the opportunities that they offer.
- 3.3 An effective town centre management structure would help to: -
- encourage a well designed, attractive, clean and safe environment
 - support and encourage inward investment and businesses
 - coordinate the management of transport and car parking needs and those of pedestrians
 - tackle crime and disorder
 - balance the needs of the night time economy with those of local residents.
- 3.4 Other towns and cities are well advanced in terms of the coordination and management of their central areas. Many have dedicated management teams. Middlesbrough for instance has had a town centre development company for some years, whilst Stockton Council employs a town centre manager together with a small support team to oversee and coordinate activities. Sunderland has a formalised City Centre Management Partnership with an adopted business plan. Within the north-east 14 towns and cities are members of the Association of Town Centre Management, whilst nationally membership of this group is over 500.
- 3.5 There appears to be no fixed formula for a successful town centre partnership but best practice guidance stresses the importance of strong local leadership, having a shared vision, a clear understanding of the issues and a joint approach to developing solutions.
- 3.6 Partnerships have developed a range of innovative initiatives such as Pubwatch and Shopwatch and taxi marshals. Partnerships can also help galvanise the local business community leading to the establishment of business associations and commitment to Business Improvement Districts. The proposal for the establishment of a town centre partnership in Hartlepool was actually mooted by the private sector in the form of the Middleton Grange Shopping Centre manager, who in his previous job in Bolton received national recognition for his partnership work within their town centre.

4. ISSUES RAISED BY CABINET

4.1 Looking at the issues previously raised by Cabinet in turn:-

i) – Duplication with Groups already in Existence

4.2 An examination of the Council's database of existing groups and meetings indicates that there are no existing groups having a remit across the whole of the central area and which address the broad range of issues required for effective town centre management. There are topic specific groups like the Hoteliers Group, Passport Group and Restaurateurs Group but these are generally town wide networks focussing on specific sectors of interest. Other groups such as the Church Street Environment Group are 'area specific', but concentrate on small defined areas, or on narrower topics of interest such as parking permits or violence in the town centre.

4.3 The Central Neighbourhood Consultative Forum, whilst having a geographic coverage across the whole of the central area and beyond, is primarily concerned with engagement of local residents, whilst town centre management has a much stronger economic focus concentrating on the engagement and involvement of businesses and service deliverers. Although any overlap between the proposed town centre partnership and existing groups is marginal, it is nevertheless important to ensure engagement with these existing networks. Individual representatives of relevant groups would need to be involved in the town centre partnership in order to provide valuable expertise and input into the broader discussion groups and to enable a two way flow of information and development of best practice.

ii) - Taking over the Remit and Financial Implications resulting from the end of the New Deal for Communities Programme

4.4 The New Deal for Communities (NDC) programme is programmed to run to March 2011. As part of its forward strategy NDC like any other time limited regeneration programme will be expected to explore ways of sustaining benefits beyond its period of existence. This may involve discussions around other agencies or groups taking funding responsibility for NDC funded schemes, or seeking to mainstream some of the projects within their budgets. There is a significant overlap between the NDC boundary and the proposed boundary of the Town Centre initiative although the NDC area excludes parts of the central area and the marina and extends more broadly into the surrounding residential areas and the Longhill industrial area. Although there is a significant economic regeneration element included in the NDC programme there is a very strong focus on social and community regeneration.

4.5 The main NDC funded schemes which would directly impact on the town centre or the proposed remit of the town centre management activities are the Commercial Areas and Strategic Buildings schemes and a Business Security Fund. These are mainly capital funds which provide grant support to business to encourage job creation and physical improvements to business premises

and associated environmental improvements to the public realm. They are also the types of initiative which have been traditionally supported through various funding regimes including City Challenge and SRB in the past and potentially Single Programme in the future. The town centre partnerships role in any future projects of this type would be in helping to identify future priority areas, commenting on specific scheme proposals and lending support to the bidding process. Two Business Liaison Officers are also funded through the NDC, one covering the commercial areas, the other covering Longhill, both of which have recently had contract extensions to 2010 funded by NDC. Other NDC projects which have an involvement with the town centre management area are the Community Wardens and the Environmental Task Force although these are primarily concerned with the residential parts of the NDC area.

- 4.6 NDC are very conscious of developing a forward strategy via a neighbourhood management approach and are currently talking with HBC and Hartlepool Revival. Any such outcome is likely to complement town centre management rather than duplicate or conflict with it. In summary therefore, only a small number of projects currently funded by NDC would impact on the remit of Town Centre Management. Most of these are time-limited capital schemes which are not expected to continue beyond the life of NDC, although the Council would look for alternative funding opportunities to help continue the physical improvement of the town centre.

5.0 PREVIOUSLY PROPOSED MANAGEMENT STRUCTURE

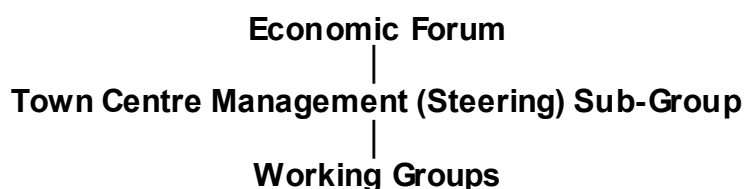
- 5.1 A copy of the original report to Cabinet (**Appendix 1**) together with the proposed terms of reference (**Appendix 2**) is appended to this report. In summary, the proposal involved the establishment of a Steering Group which would meet 4 times a year and co-ordinate the activities of the town centre partnership. An 'open' Forum of interested parties would meet twice-yearly, initially to agree the proposed management arrangements and roles and remits of the Steering and Working Groups and subsequently to provide advice and feedback on the activities of the groups and to disseminate information.
- 5.2 Three Working Groups would operate under the broad direction of the Steering Group and these would focus on more detailed issues towards improving the operational management and efficiency and encouraging investment into the central area of Hartlepool. These groups would cover activities and issues relating to Management, Development and Promotion.
- 5.3 Finally, links would be established with the local strategic partnership through regular reporting to the Economic Forum.

6.0 REVISED PROPOSAL

- 6.1 Following discussions with the portfolio holders for Regeneration and Liveability and Neighbourhoods and Communities alternative options have been considered for a Town Centre Management structure. The revised

proposal has sought to address members concerns about the number of meetings and groups by presenting a more streamlined structure.

- 6.2 The revised proposal would remove the 'open forums' and align the Steering Group more directly to the LSP making it a sub-group of the Economic Forum with direct reporting through the Forum. This would potentially give the Economic Forum a more active role in determining the remit of the group, in endorsing its activities and aligning its work to issues coming through the Forum. The Steering Group would be made up of representatives from key organisations and sectors including, potentially, the Police, local businesses, Middleton Grange Shopping Centre, the Economic Forum, Hartlepool College of Further Education, the Access Group, NDC and the Borough Council. Council member representation would be by the portfolio holder for Regeneration and Liveability with the portfolio holder for Neighbourhoods and Communities acting as substitute.
- 6.3 Under the original model, the Working Groups were intended to be where the more detailed development work would take place. These groups are viewed as important in terms of the operational management of the partnership and are where ideas and activities would be developed and tested in detail. It is therefore considered that Working Groups covering issues relating to Development, Management and Promotion, reflecting the broad issues pertaining to the central area, should remain in the revised proposal. The Steering Group would decide the specific remit of each Group but they could look at flexibilities such as single task groups operating for a fixed time period.



- 6.4 As mentioned above, there is no 'one size fits all' solution to town centre management. Some partnerships have formalised structures in place whilst others have more informal associations. The Hartlepool proposal would be somewhere in between the two, providing a clear framework for identification, and consideration of issues relating to the central area and bringing together the key players in a coordinated manner to allow focussed discussion to take place.

7 RECOMMENDATION

- 7.1 Cabinet is requested to agree the revised proposals for the establishment of a Town Centre Management partnership.

CABINET REPORT

23rd July 2007



Report of: Director of Regeneration and Planning

Subject: TOWN CENTRE MANAGEMENT

SUMMARY

1. PURPOSE OF REPORT

- 1.1 The report seeks Cabinet agreement to the establishment of a town centre management structure and to the participation of Officers and the Portfolio Holder for Regeneration and Liveability in the initiative, including representation on the proposed Steering Group.

2. SUMMARY OF CONTENTS

- 2.1 The report highlights the diverse nature of activities within the town centre and stresses the importance and benefits of a coordinated approach to the management of the many issues and interactions that occur within the central area. Many other towns and cities have responded through the establishment of formal or informal management partnerships.
- 2.2 The report sets out proposals for the establishment of a town centre partnership for Hartlepool incorporating an open Forum, a Steering Group and Working Groups made up of representatives of the private, public, (including the Council) and voluntary sectors. The report advises that a draft management structure will be presented to the first meeting of the Forum for discussion and endorsement.
- 2.3 The town centre partnership would link into the Hartlepool Partnership through the Economic Forum.

3. RELEVANCE TO CABINET

- 3.1 The town centre partnership would be expected to deal with issues which cut across several portfolios.

4. TYPE OF DECISION

- 4.1 Non-key

5. DECISION MAKING ROUTE

- 5.1 Cabinet to consider proposal 23rd July 2007
Hartlepool Partnership to be requested to endorse proposals 27th July 2007

6. DECISION(S) REQUIRED

- 6.1 Cabinet is requested to:-
- i) – agree to the participation of officers in the establishment and management of a town centre management partnership
 - ii) – endorse the draft proposal as the basis for discussion and development with the proposed Forum
 - iii)- agree to the participation of the Regeneration and Liveability Portfolio Holder and senior Council officers on the Steering Group.

Report of: Director of Regeneration and Planning

Subject: TOWN CENTRE MANAGEMENT

1.0 PURPOSE OF REPORT

- 1.1 The report seeks Cabinet agreement to the establishment of a town centre management structure and to the participation of Officers and the Portfolio Holder for Regeneration and Liveability in the initiative, including representation on the proposed Steering Group.

2.0 BACKGROUND

- 2.1 Towns and city centres are the key hubs of any community and are the focus of a large proportion of social and economic activity and interaction. A diverse range and number of agencies, businesses, groups and individuals use the town centre on a regular basis and it is important to ensure that their roles and needs are fully understood and catered for.
- 2.2 Town centres are subject to constant change with threats and challenges posed from neighbouring and out of town centres and opportunities resulting from new investments. Within Hartlepool for instance there are potentially great opportunities arising from the development of Victoria Harbour and new investments in the marina, but there is a need to ensure that these developments do not impact adversely on the town centre.
- 2.3 Town centres provide a range of, sometimes conflicting, functions accommodating business, leisure, commercial, residential and night-time activities. These throw up a range of issues and challenges which need to be effectively managed and coordinated, if town centres are to operate to their full potential. These include:-
- Encouraging a well designed, attractive, clean and safe environment
 - Balancing the needs of the night-time economy with those of residents
 - Managing transport and car-parking needs and those of pedestrians
 - Supporting and encouraging investment and businesses
 - Tackling crime and disorder
- 2.4 It is essential therefore, to ensure that town centre management is effectively co-ordinated and that appropriate structures are in place that will support and help develop the various town centre interests. Hartlepool in general has fairly strong formal and informal networks and there are already a number of themed partnerships which deal with specific areas of activity which impinge on the town centre. There is, however, no overarching mechanism that brings the range of interests indicated above together.
- 2.5 Many other towns and cities have established formal or informal partnerships specifically based around their town/city centres and increasing numbers have appointed full-time town centre managers or teams to co-ordinate the functions and activities relating to their central areas. The

proposed scheme does not involve the establishment of full- time posts , although this could be the subject of review in the future. From discussions with other officers within the Council and people from external organisations and other local authorities , it is recognised that there are considerable benefits from establishing a coordinated partnership approach to managing town centre issues. Examples include sharing knowledge on key issues , identifying solutions to joint problems , coordination of regeneration activities , sharing resources , preparation of coordinated funding bids , and joint marketing and promotion.

3.0 PROPOSED TOWN CENTRE MANAGEMENT SCHEME

- 3.1 Draft Terms of Reference for the town centre management proposal are appended to this report. It is the intention that this will form the basis of discussion at a Forum meeting later this summer. The proposal envisages an open Forum which would meet once or twice a year and would in addition to approving the general management arrangements , provide advice and feedback and disseminate information on the activities of the partnership.
- 3.2 A Steering Group would be responsible for the general management of the partnership and would provide a strategic overview to Working Groups in terms of focus , direction and work streams. The Steering Group would meet on a quarterly basis and would comprise approximately 10 people from key organisations including Hartlepool Partnership, the Borough Council Middleton Grange Shopping Centre and other private and public sector representatives. Specific representation would need to be endorsed by the forum but as their role would include facilitating links and actions within partner organisations , it is envisaged that these be fairly influential people within their organisation/sector. In terms of Hartlepool Borough Council representation it is suggested that the Portfolio Holder for Regeneration and Liveability plus 2 or 3 senior Officers be nominated to the Steering Group.
- 3.3 It is proposed that 3 Working Groups are set up:-
- **Development** - looking at physical development and improvement, infrastructure, traffic and transport.
 - **Management** - looking at the day to day running of the town centre, maintenance and cleansing issues, public transport, safety, the night time economy, sustainability etc
 - **Promotions** – including selling the town centre to investors, occupiers and customers, creating a corporate identity, publicity and marketing.
- Working Groups would meet on more regular basis and would report to the Steering Group.
- 3.4 It is proposed for the town centre partnership to link in to the Hartlepool Partnership and the suggested vehicle for this would be the Economic Forum , who would receive regular reports on progress.

4.0 FINANCIAL IMPLICATIONS AND RISK

- 4.1 The proposal as set out would have some limited financial implications in terms of for example venue, promotional and administration costs which it is hoped can be accommodated within existing departmental budgets and 'in kind' and small donations from partners. As the partnership develops, however, there may be a need to consider allocating a specific budget for the initiative.
- 4.2 The main risk would be associated with lack of dedicated staff resources and funds to service the partnership and this would need to be kept under review.

5.0 RECOMMENDATIONS

- 5.1 Cabinet is requested to:-
- i) - agree to the participation of officers in the establishment and management of a town centre management partnership
 - ii) - endorse the draft proposal as the basis for discussion and development with the proposed Forum
 - iii) - agree to the participation of the Regeneration and Liveability Portfolio Holder and senior Council officers on the Steering Group.

6.5 APPENDIX 2

TOWN CENTRE MANAGEMENT

TERMS OF REFERENCE

Purpose

A strategic approach to managing town centres is essential for making them attractive and safe and for sustaining their viability and vitality. A diverse range and number of agencies, groups, businesses and individuals interact regularly within town centres and it is important to ensure that their roles and needs are fully understood and accommodated if they are to function effectively. Town centres are subject to constant change with threats and challenges posed from neighbouring and out of town centres and opportunities resulting from new investments. They provide a range of, sometimes conflicting, functions accommodating business, leisure, commercial, residential and night-time activities. These throw up a range of issues and challenges which need to be effectively managed and coordinated, if town centres are to operate to their full potential. These include:-

- Encouraging a well designed, attractive, clean and safe environment
- Balancing the needs of the night –time economy with those of residents
- Managing transport and car-parking needs and those of pedestrians
- Supporting and encouraging investment and businesses
- Tackling crime and disorder

It is essential to ensure that town centre management is effectively co-ordinated and that appropriate structures are in place that will support and help develop the various town centre interests. This proposal sets out the Terms of Reference for a Town Centre Management Forum that would oversee the interests of Hartlepool's town centre area.

Definition of Town Centre

In terms of defining the town centre, it is not the intention to be overly prescriptive at this stage as the Management Forum or Steering Group may wish to consider and refine boundaries once it becomes established. As a starting point, it is suggested a broad definition is adopted which incorporates the main retail/commercial and leisure areas from say Stranton to Middleton Road taking in the area in and around Middleton Grange Shopping Centre, the College of Further Education, the Church Street area, York Road/Raby Road/Clarence Road, the marina and the retail areas incorporating Morrisons, Asda and the Anchor retail park.

Role of the Forum

To bring together key stakeholders in the business community, together with public and community sector agencies to raise awareness of, discuss and develop effective solutions to issues pertaining to the effective management of the town centre. The key objectives of the Forum would be to:-

- Encouraging a mix of viable and attractive uses, facilities and activities
- Maintain and develop the role of Hartlepool's town centre as a dynamic and attractive sub-regional centre
- Establish the town centre's reputation as a good location for business
- Create a town centre environment that is well designed, attractive and enjoyable for work, living leisure activities
- Create a town centre that is, and is perceived to be, safe
- Ensure that Hartlepool town centre is efficient and accessible to all.
- Improve management and coordination of town centre services

Management Structure

It is essential that town centre management is based on a partnership approach. The partnership needs to be broad enough to incorporate the key stakeholders and delivery partners across all sectors, but focussed enough to provide a strategic steer towards addressing the key objectives.

It is proposed that an 'open' Forum of interested parties is established which would meet once or twice a year. The Forum would initially be asked to agree the management arrangements, roles and remits of the Steering and Working Groups and advise on representation and key issues pertaining to the town centre. Its subsequent role would be to endorse future management changes, provide advice and feedback to the Steering and Working Groups and disseminate information amongst the town centre 'communities'.

The Steering Group would be responsible for the general management of the partnership, provide a strategic overview to the Working Groups in terms of focus, direction and work streams, and would facilitate operational links within the partner organisations.

It is proposed that the Steering Group is made up of approximately 10 representatives from key organisations/sectors and would meet 4 times a year. Suggested representatives include:-

- The Police
- Hartlepool Borough Council - Portfolio Holder (Regeneration and Liveability)
 - 2-3 Senior Council Officers *
- Hartlepool Partnership (Economic Forum)
- The Business Community
 - Middleton Grange Shopping Centre Manager
 - Chamber of Commerce rep or local trader
- Hartlepool Access Group
- Hartlepool College of F E
- Hartlepool Licensees Association or Restaurateurs Group or Passport Group

The Steering Group members should be able to demonstrate accountability to the sector they represent and to ensure strategic 'buy-in' it is proposed that the Group establishes a reporting mechanism to the local strategic partnership (Hartlepool Partnership) through its sub-group, the Economic Forum.

** It is proposed that Senior Council Officers are included on the Steering Group in order to ensure high level Council 'buy in' and delivery. An alternative option would be to have an Officer Executive Group that feeds into the Steering Group and links in to the management of the Working Groups.*

Operational management and coordination would be covered through three Working Groups relating to the following activities. Care will need to be taken to avoid duplication with existing groups and to ensure appropriate linkages. The proposed groups would cover the following work areas:-

Development

- Encourage and assist new development
- Ensure the necessary environmental and functional/well designed improvements are carried out to make the town attractive to shoppers, residents, visitors, investors, retailers and other commercial operators
- Road signage and infrastructure assessment
- Commercial buildings, their aesthetics and uses
- Traffic calming and management measures
- Public transport -effectiveness and improvement potential
- Public and private sector facilities, functionality, appearance and maintenance standards
- Improve linkages between key town centre locations including the shopping centre and marina and beyond and adjacent areas such as Victoria Harbour.

Management

- Ensure that the day to day running of the town centre is smooth, efficient, competitive and responsive
- Keep the town running cost effectively, efficiently and attractively
- Cleansing - frequency and standards
- Maintenance of public spaces and streets
- Public transport, continual appraisal
- Increasing customer dwell times and spending
- Change investors and customers perceptions of the town as a whole by effective marketing
- Attract more customers, simultaneously with investment in new town centre attractions
- Public safety, crime management and reduction
- Sustainable Management Issues

Promotions

- Selling the town centre to potential investors, occupiers and users
- Making the town centre 'offer' attractive to those local people who prefer to go elsewhere
- Create a corporate identity
- Decorations and publicity to enhance the town and its retail offer
- Coupled to town centre improvements
- Improved customer care, a town centre philosophy.

CABINET REPORT

10th December 2007



Report of: Head of Community Strategy

Subject: LOCAL AREA AGREEMENT (LAA) QUARTER 2
SUMMARY OF PERFORMANCE REPORT 2007/08

SUMMARY

1. PURPOSE OF REPORT

To inform Cabinet of performance against the Local Area Agreement (LAA) 2007/08.

2. SUMMARY OF CONTENTS

The LAA includes 36 priority outcomes, structured around the seven Community Strategy Themes. Appendix 1 shows a summary of progress against the Local Area Agreement Indicators and pooled funding allocations for each of the 36 LAA Outcomes.

3. RELEVANCE TO CABINET

Hartlepool's current LAA is a three year agreement (2006-09) based on the Community Strategy that sets out the priorities for Hartlepool and forms an agreement between Central Government (represented by GONE) and a local area represented by Hartlepool Borough Council and other key partners through the Hartlepool Partnership. The LAA is the delivery plan of the Community Strategy.

4. TYPE OF DECISION

Non key.

5. DECISION MAKING ROUTE

Hartlepool Partnership 7 December 2007,
Cabinet 10 December 2007.

6. DECISION REQUIRED

Cabinet is requested to note the report and take any decisions necessary to address the performance or financial risks identified.

Report of: Head of Community Strategy

Subject: LOCAL AREA AGREEMENT (LAA) QUARTER 2
SUMMARY OF PERFORMANCE REPORT 2007/08

1. PURPOSE OF REPORT

- 1.1 This report contains a summary of performance against the Local Area Agreement (LAA) 2007/08.

2.0 BACKGROUND

- 2.1 Hartlepool's LAA submission was agreed by Cabinet on the 10 February 2006 and was signed off by Government in March 2006. The LAA submission is available on the Council's website (www.hartlepool.gov.uk).
- 2.2 Hartlepool's LAA is structured around the aims and themes of the Community Strategy and forms the strategic framework for monitoring progress and is aimed at delivering a better quality of life for people through improving performance on a range of national and local priorities. The LAA is the delivery plan of the Community Strategy.

3.0 QUARTER TWO PERFORMANCE 2007/08

- 3.1 The LAA includes 36 priority outcomes, structured around the seven Community Strategy Themes. Appendix 1 shows a summary of progress against the Local Area Agreement Indicators and pooled funding allocations for each of the 36 LAA Outcomes.
- 3.2 A traffic light rating system is used with detail provided for red rated indicators and expenditure. This type of reporting is often termed 'reporting by exception' highlighting where the key challenges are in achieving the outcomes and requirements of the LAA. Full details of progress on all of the outcomes, indicators and actions is contained in Local Area Agreement Delivery and Improvement Plan, Progress Update: Quarter 2 (July-September 2007) available on the Hartlepool Partnership Website www.hartlepoolpartnership.co.uk (paper copies are available on request).
- 3.3 The following performance indicators are red traffic lighted and present the Council and the Local Strategic Partnership with a challenge to improve performance (A summary of performance to date against all of the outcomes is shown in **Appendix 1**).

National Floor Target (FT) Indicators

- LLS1. Early Years - Improve children's communication, social and emotional development
- HC2. Gap in Female life expectancy
- HC10. Mortality rate from cancer amongst people aged under 75

Neighbourhood Renewal Strategy (NRS) Narrowing the Gap Indicators

- **NEW: CS3 Domestic burglary**
- **NEW: HC20 U18 conception rates**
- **NEW: JE8 Youth unemployment**
- LLS4. Early Years (% of 3 and 4 years olds attending provision)
- HC5. Female life expectancy
- HC6. Gap in female life expectancy
- HC18. Immunisation rates
- SC3. % adults who feel they can affect decisions in their area

Reward Element (RE) Indicators

- JE17. Number of Carers completing education or training and achieving NVQ Level 2 or equivalent, or higher
- JE18. Number of Carers remaining in employment for a minimum of 16 hours per week, and for at least 32 weeks in the year

3.4 No concerns have arisen regarding LAA grant expenditure in Q2.

4.0 RECOMMENDATIONS

4.1 It is recommended that Cabinet

- To note the current position regard to performance and expenditure against the pooled LAA finding allocations;
- Take any decisions necessary to address performance.



hartlepoolpartnership

Local Area Agreement Quarter 2 2007/08 Performance -Traffic Light Summary

1. Introduction

This report contains the Quarter 2 (July - September 2007) summary of progress against the Local Area Agreement Indicators and pooled funding allocations.

A traffic light rating system is used based on the key shown on page 2 and narrative is provided against all indicators rated as red (where performance has deteriorated and achievement of the target is unlikely). A traffic light rating is also shown against the pooled LAA funding allocated to outcomes.

This type of reporting is often termed 'reporting by exception' highlighting where the key challenges are in achieving the outcomes and requirements of the LAA.




Full details of progress on all of the outcomes, indicators and actions is contained in Local Area Agreement Delivery and Improvement Plan, Progress Update: Quarter 2 (July - September 2007).




2. Contents

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2. Key to traffic lights

Performance Indicators

	Performance on target
	Performance static and achievement uncertain; performance improving and achievement unlikely or uncertain
	Performance deteriorating and achievement unlikely / uncertain; performance static and achievement unlikely

	Latest figures indicate an improvement in performance
	Latest figures indicate a decline in performance
	Performance rated the same as previously reported. Please note this does not necessarily indicate static performance, it just shows that the traffic light rating remains the same as before

Pooled Funding

	Spend on target
	Currently underspending but forecast to spend in full by end of financial year
	Underspend likely at the end of the financial year

Overall LAA Summary (All Outcomes)

	No. Indicators	%
😊	107	54
😐	71	36
😞	20	10

Summary of National Floor Target (FT) Indicators

	No. Indicators	%	
😊	8	47	
😐	6	35	
😞	3	18	LLS1. Early Years - Improve children's communication, social and emotional development HC2. Gap in Female life expectancy HC10. Mortality rate from cancer amongst people aged under 75

**Summary of Neighbourhood Renewal Strategy (NRS)
Narrowing the Gap Indicators**

	No. Indicators	%	
😊	21	50	
😐	12	29	
😞	9	21	NEW: JE8 Youth unemployment NEW: HC20 U18 conception rates NEW: CS3 Domestic burglary LLS4. Early Years (% of 3 and 4 years olds attending provision) HC5. Female life expectancy HC6. Gap in female life expectancy HC18. Immunisation rates CL9. Satisfaction with parks and open spaces SC3. % adults who feel they can affect decisions in their area

Summary of Reward Element (RE) Indicators

	No. Indicators	%	
😊	12	57	
😐	7	33	
😞	2	10	JE17 Number of Carers completing education or training and achieving NVQ Level 2 or equivalent, or higher JE 18 Number of Carers remaining in employment for a minimum of 16 hours per week, and for at least 32 weeks in the year

Summary of Sustainable Development (SD) Indicators

	No. Indicators	%
😊	18	73
😐	3	27
😞	0	0

Summary of Progress Against Spend

	No. Outcomes	%
😊	22	85
😐	4	15
😞	0	0

Jobs and the Economy Summary

	No. Indicators	%		No. Indicators	%
😊	10	37	↑	2	7
😐	13	48	↓	4	15
☹	4	15	=	21	78

1. Increase skill levels of the local population with clear reference to local business need

JE1	Number of adults who are supported in achieving at least a full first level 2 qualification or equivalent		😊 =
JE2	Number of adults who are supported in achieving at least a full first level 2 qualification or equivalent (NRS – Narrowing the Gap)	NRS	😊 =
Allocation		Current Spend	
£140,051		£71,228	
		😊	

2. To attract appropriate inward investors and support indigenous growth, making use of local labour resource and supporting local people in gaining maximum benefit from the economic regeneration of the town, including all people of working ages especially the young

JE3	Employment rate	FT, SD	😊 =
JE4	Employment rate (NRS – Narrowing the Gap)	NRS	😐 =
JE5	Unemployment rate		😐 =
JE6	Unemployment rate (NRS – Narrowing the Gap)	NRS	😐 =
JE7	Youth Unemployment rate		☹ ↓
JE8	Youth Unemployment rate (NRS – Narrowing the Gap)	NRS	☹ ↓
Allocation		Current Spend	
£643,268		£320,927	
		😊	

3. To support the sustainable growth, and reduce the unnecessary failure, of locally-owned business, promoting the growth and sustainability of enterprise and small businesses and to increase total entrepreneurial activity amongst the local population

JE9	VAT Registrations	FT	😊 =
JE10	Net change in business stock (registrations – de-registrations)	SD	😊 =
JE11	Number of new businesses created		😊 =
Allocation		Current Spend	
£225,825		£144,736	
		😊	

4. For those living in the wards with the worst labour market position in areas in receipt of NRF, significantly improve their overall employment rate and reduce the difference between their employment rate and the overall employment rate for England

JE4	Employment rate (NRS – Narrowing the Gap)		😊 =
JE6	Unemployment rate (NRS – Narrowing the Gap)		😊 ↑
JE8	Youth Unemployment rate (NRS – Narrowing the Gap)		😊 ↑
JE23	Within Hartlepool a reduction by 2007-8 of at least 1.6 ⁵ percentage points in the overall benefits claim rate ⁶ for those living in the Hartlepool wards identified by DWP as having the worst initial labour market position.		😊 =
JE24	Within Hartlepool a reduction by 2007-8 of at least 1.6 percentage points in the difference between the overall benefits claimant rate for England and the overall rate for the Hartlepool wards with the worst labour market position.		😊 =
Allocation		Current Spend	
No pooled funding allocated		N/A	
		N/A	

**5. Achieve Economic Well-being
(Every Child Matters Outcome, Independence, Well-being & Choice)**

JE12	Young people are supported in developing self confidence, team working skills and enterprise		😊 =
JE13	Hartlepool enterprise activities are available to all key stage 4 pupils in Hartlepool Secondary school		😊 =
JE14	All key stage 4 pupils undertake work related learning and useful work experience		😊 ↓
JE15	Careers education & guidance is provided to all young people aged 13-19		😊 =
JE16	Provision is planned to ensure the numbers of young people classified as Not in Education Employment or Training (NEET) is reduced		😊 =
Allocation		Current Spend	
£1,070,239		£444,408	
		😊	

6. Improving training and employment prospects for targeted groups

JE17	Number of Carers completing education or training and achieving NVQ Level 2 or equivalent, or higher	RE	☹=
JE18	Number of Carers remaining in employment for a minimum of 16 hours per week, and for at least 32 weeks in the year.	RE	☹=
JE19	Numbers of drug users given structured work experience/employment opportunities of at least 13 weeks	RE	☹=
JE20	Number of offenders from Hartlepool being helped into employment with the assistance of HBC and being sustained in the job for a minimum of 4 weeks for a minimum of 16 hours per week	RE	☹↓
JE21	Number of offenders that have gained basic skills at entry level 3,2 and 1 and level 1 or level 2	RE	☺=
JE22	Employment Rate (16-24) %	RE	☺=
Allocation		Current Spend	
£61,622		£10,912	
		☹	

Lifelong Learning and Skills Summary

	No. Indicators	%		No. Indicators	%
😊	18	75	↑	1	4
😐	4	7	↓	1	4
☹️	2	8	=	22	22

7. Enjoy and Achieve raise achievement and standards of children and young people in the early years, primary and secondary phases of education

LLS1	Early Years - Improve children's communication, social and emotional development	FT	☹️ =
LLS2	Early Years - Improve children's communication, social and emotional development (Neighbourhood Renewal narrowing the gap)	NRS	😊 ↑
LLS3	Early Years - Increase the percentage of 3 and 4 year olds who attend an early years and childcare		😊 =
LLS4	Early Years - Increase the percentage of 3 and 4 year olds who attend an early years and childcare (Neighbourhood Renewal narrowing the gap)	NRS	☹️ =
LLS5	Key Stage 2	FT	😊 =
LLS6	Key Stage 2 (Neighbourhood Renewal narrowing the gap)	NRS	😊 =
LLS7	Key Stage 3	FT	😐 ↓
LLS8	Key Stage 3 (Neighbourhood Renewal narrowing the gap)	NRS	😊 =
LLS9	Key Stage 4	FT	😊 =
LLS10	Key Stage 4 (Neighbourhood Renewal narrowing the gap)	NRS, SD	😊 =
LLS22	By 2008 all schools located in Local Authority Districts in receipt of NRF to ensure that at least 50% of pupils achieve level five or above in each of English, maths and science.	NRS	😊 =
Allocation		Current Spend	
£1,622,662		£354,068	
		😊	

8. Provision of high quality learning and skills opportunities that drive economic competitiveness, widen participation and build social justice

LLS11	No. of new Skills for Life qualifications		😊 =
LLS12	No. of new Skills for Life qualifications (Neighbourhood Renewal Area)	NRS	😊 =
LLS13	Level 1 Qualifications		😊 =
LLS14	Level 1 Qualifications (Neighbourhood Renewal Area)	NRS	😊 =
LLS15	Level 2 Qualifications		😊 =

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LLS16	Level 2 Qualifications (Neighbourhood Renewal Area)	NRS	😊 =
LLS17	Level 3 Qualifications		😊 =
LLS18	Level 3 Qualifications (Neighbourhood Renewal Area)	NRS	😊 =
LLS19	Level 4 Qualifications		😊 =
LLS20	Level 4 Qualifications (Neighbourhood Renewal Area)	NRS	😊 =
LLS21	Modern Apprentices Framework Completions		😊 =
LLS22	Modern Apprentices Framework Completions (Neighbourhood Renewal Area)	NRS	😊 =
LLS23	Number of learners participating in Adult Education Programmes		😊 =
Allocation		Current Spend	
£271,317		£45,770	😊

Health and Care Summary

	No. Indicators	%			No. Indicators	%
😊	18	44		↑	2	5
😐	15	36		↓	1	2
☹️	8	20		=	38	93

9. Improved health - reduce premature mortality rates and reduce inequalities in premature mortality rates between wards/neighbourhoods

HC1	Life Expectancy Females (Hartlepool)		☹️ =
HC2	Gap in Hartlepool and England life expectancy – female	FT	☹️ =
HC3	Life Expectancy Males (Hartlepool)		😐 =
HC4	Gap in Hartlepool and England life expectancy – male	FT	😐 =
HC5	Life Expectancy Females (NRA)	NRS	☹️ =
HC6	Gap in NRA and Hartlepool Females	NRS	☹️ =
HC7	Life Expectancy Males (NRA)	NRS	😐 =
HC8	Gap in NRA and Hartlepool Males	NRS	😐 =
HC40	All Age, All Cause Mortality – Males	SD	😐 =
HC41	All Age, All Cause Mortality – Females	SD	😐 =
HC9	Mortality rates from heart disease, stroke and related diseases in people under 75 (Hartlepool)	FT	😊 =
HC10	Mortality rate from cancer amongst people aged under 75 (Hartlepool)	FT	☹️ =
HC11	The prevalence of smoking among adults (Hartlepool)		😊 =
HC12	The prevalence of smoking among adults (NRA + NDC)	NRS	😊 =
HC13	Number of 4 week smoking quitters (NRA + NDC)	NRS	😊 =
HC14	Number of 4 week smoking quitters (rest of Hartlepool)		😊 =
HC15	Number of patients completing a 10 week programme of referred activity as a result of health practitioner recommendation	RE	😐 =
HC16	Of those completing a 10 week programme, the percentage going onto mainstream activity	RE	😐 =
Allocation		Current Spend	
£369,522		£97,998	
		😊	

12.Be healthy

HC17	Immunisation rates - % uptake of 2 doses of MMR at 5 years of age (Hartlepool)		☹ =
HC18	Immunisation rates - % uptake of 2 doses of MMR at 5 years of age (NRA)	NRS	☹ =
HC19	U18 conception rates (Hartlepool)	FT	☹ ↑
HC20	U18 conception rates (NRA)	NRS	☹ ↓
HC21	Number of schools achieving the new Healthy Schools Status. Performance expected with reward.	RE	☺ =
Allocation		Current Spend	
£322,459		£133,988	
		☺	

11.Exercise of choice and control and retention of personal dignity

HC22	Vulnerable Adults helped to live at home per 1000 population:		☺ =
HC23	Vulnerable adults, or their carers receiving direct payments per 100,000 adults		☺ =
HC24	Number of people receiving intermediate care:		☺ =
Allocation		Current Spend	
£134,226		£59,662	
		☺	

12. Mental Well-being

HC25	Suicide rates	FT	☹ =
HC26	Prescribing of high level antidepressants		☹ =
HC27	Number of emergency psychiatric re-admissions as a percentage of discharges		☹ =
HC28	Adults aged 18-64 with mental health problems helped to live at home per 1,000 population aged 18-64		☹ =
HC29	Direct payments to people with mental health needs		☺ =
Allocation		Current Spend	
£181,159		£135,419	
		☺	

13. Access to Services

HC30	Emergency Bed Days		☹ =
HC31	Waiting times in A& E		😊 =
HC32	Outpatient waiting times:		😊 =
HC33	Diagnostic waiting times:		☹ =
HC34	MRI/CT waiting times:		😊 =
HC35	Inpatient and Daycase waiting times		😊 =
HC36	Cancer waiting times:		😊 =
HC37	Access to Equipment and Telecare		😊 ↑
HC38	Access to social care services:		😊 =
HC39	Services provided to carers:		😊 =
Allocation		Current Spend	
£60,699		£10,214	
		😊	

Community Safety Summary

	No. Indicators *	%			No. Indicators	%
😊	15	39		↑	2	5
😐	19	50		↓	3	8
☹️	4	11		=	33	87

*total of 26 indicators despite numbering up to 29 as 3 indicators have been removed

14. Reduced total crime (as measured by 10 BCS comparator crimes) and narrow the gap between Neighbourhood Renewal area and Hartlepool

CS1	Total Crime (10 BCS comparator crimes)	FT	😊 =
CS30	Total Crime (10 BCS comparator crimes) Neighbourhood Renewal Area	NRS	☹️ =
CS2	Domestic burglary (Hartlepool) Performance expected with reward.	RE	😊 =
CS3	Domestic burglary (NRS)	NRS	☹️ ↓
CS4	Vehicle crime (Hartlepool) Performance expected with reward. (theft of and theft from motor vehicle)	RE	😊 =
CS5	Vehicle crime (NRS) (theft of and theft from motor vehicle)	NRS	😊 =
CS6	Reduce the incidents of local violence (common assault and wounding) Performance expected with reward.	RE	😊 =
CS31	Reduce the proportion of adults who re-offend		Not Available
CS32	Reduce the proportion of young offenders who re-offend		😊 =
CS33	Reduce the proportion of prolific and other priority offenders who re-offend		😊 =
CS34	New Indicator from BVPI general survey: % people who think using or dealing drugs is a very or fairly big problem in their area		😊 =
Allocation		Current Spend	
£384,233		£127,450	
		😊	

15. Reduced harm caused by illegal drugs and alcohol

CS10	Number of problem drug users in treatment		😊 =
CS11	% problem drug users retained in treatment for 12 weeks or more		😊 =
CS12 a)	% reduction of readmissions to Ward 5 due to alcohol abuse		😊 =
CS12 b)	% reduction in Ward 5 detoxification programmes due to alcohol abuse		😊 =
CS12 c)	violent crime committed under influence of intoxicating substance per 1000 population		😊 =
CS12 d)	violent crime committed in and around licensed premises per 1000 population		😊 =
Allocation		Current Spend	
£55,645		£29,265	😊

16. Improved neighbourhood safety and increased public reassurance leading to reduced fear of crime and anti-social behaviour

CS13	% residents who feel very or fairly safe out in their neighbourhood after dark. (Viewpoint)		😊 =
CS14	% people who are very or fairly worried about a) having home broken into b) being mugged on street (Viewpoint)		a) 😊 = b) 😊 =
CS15	% people who are satisfied with the quality of service provided by the Police (Hartlepool) (MORI survey)		😊 =
CS16	% people who are satisfied with the quality of service provided by the Police (NRS) (MORI survey)	NRS	😊 =
CS17	Deliberate fires (Hartlepool)		😊 ↑
CS18	Deliberate fires (NRS)	NRS	😊 =
CS19	Accidental fire-related deaths		😞 ↓
CS20	Criminal damage		😊 ↓
Allocation		Current Spend	
£359,494		£133,552	😊

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17.Reduced anti-social and criminal behaviour through improved prevention activities

CS21	Personal, social and community disorder reported to Police (Hartlepool)	SD	☹ =
CS22	Personal, social and community disorder reported to Police (NRS)	NRS	☹ =
CS23	Reduce year on year the number of first time entrants to youth justice system		☹ =
CS24	% of residents stating that 'Teenagers hanging around on the streets' is a problem. Performance expected with reward.	RE	☺ =
CS25	% of residents stating that 'People being drunk or rowdy in public places' is a problem Performance expected without reward. Performance expected with reward.	RE	☺ =
CS35	% residents who feel very or fairly well informed about what is being done to tackle anti-social behaviour in their local area		☹ =
CS36	% residents who feel that parents in their local area are not taking responsibility for the behaviour of their children is very or fairly big problem		☹ =
CS37	% residents who feel that people in their area are not treating them with respect and consideration is very or fairly big problem.		☹ =
CS38	% residents who have high level of perceived ASB in their local area		☺ =
Allocation		Current Spend	
£673,315		£170,206	
		☺ =	

18. Stay Safe

CS26	Improve the long term stability of placements for Looked After Children PAF/D35		☹ ↑
CS27	% of children on the Child Protection Register who have previously been registered PAF/A3		☹ =
Allocation		Current Spend	
No LAA funding allocated		N/A	
		N/A	

19. Reducing incidents of Domestic Violence

CS28	Number of repeat referrals to the police for incidences of domestic violence (performance with reward)	RE	☹ =
CS29	Number of perpetrators attending a perpetrator programme not re-offending within 6 months of completing the programme (performance with reward)	RE	☹ =
Allocation		Current Spend	
£27,954		£13,977	
		☺ =	

Environment Summary

	No. Indicators	%			No. Indicators	%
😊	13	76		↑	0	0
😐	4	24		↓	0	0
☹️	0	0		=	17	100

20. Delivering sustainable communities through protecting natural resources and enhancing the local environment and the community's enjoyment of it

E1	Number of volunteer days spent working on nature conservation in Hartlepool		😊 =
E2	Number of Tees Valley Biodiversity Action Plan points relevant to Hartlepool achieved		😊 =
Allocation		Current Spend	
No funding allocated		N/A	N/A

21. Improve the quality of the local environment by having cleaner, greener and safer public spaces and by reducing the gap in aspects of liveability between the worst wards/neighbourhoods and the district as whole, with a particular focus on reducing levels of litter and detritus

E3	Cleanliness of the neighbourhood - % of transects surveyed falling below grade b for litter and detritus (Hartlepool)	FT	😊 =
E4	Cleanliness of the neighbourhood - % of transects surveyed falling below grade b for litter and detritus (Neighbourhood Renewal narrowing the gap)	NRS	😊 =
E5	% of people who think litter and rubbish in the streets is a problem in there area		😊 =
E6	% of people who think litter and rubbish in the streets is a problem in there area (Neighbourhood Renewal narrowing the gap)	NRS	😊 =
E7	Increase the proportion of people satisfied with their local area as a place to live (Hartlepool)		😊 =
E8	Increase the proportion of people satisfied with their local area as a place to live (Neighbourhood Renewal narrowing the gap)	NRS	😊 =
Allocation		Current Spend	
£88,468		£28,221	😊

22. Provide a safe, efficient, effective and accessible transport system

E9	Increase/maintain the number of bus passenger journeys		☹ =
E10	Bus passenger satisfaction		☹ =
E11	Reduce the number of deaths and serious injuries	FT	☹ =
E12	Reduce the number of children killed or seriously injured	FT	☹ =
E16	The percentage annual increase in the number of schools with an approved school travel plan		☺ =
Allocation		Current Spend	
£15,000		£8,518	☺

23. Make better use of natural resources, reduce greenhouse gases, minimise energy use and reduce the generation of waste and maximise recycling

E13	Tonnage of household waste recycled or composted		☺ =
E17	Reduction in the percentage of municipal waste land filled		☺ =
E18	Increase in the percentage of municipal waste recycled		☺ =
E15	Climate Change indicator – reduction in Greenhouse Gas emissions	SD	☺ =
Allocation		Current Spend	
£207,787		£4,566	☹

Housing Summary

	No. Indicators	%		No. Indicators	%
😊	11	85	↑	0	0
😐	2	15	↓	0	0
☹️	0	0	=	13	100

24. As part of an overall housing strategy for Hartlepool, improve housing conditions within the most deprived neighbourhoods/wards, with a particular focus on ensuring that all social housing is made decent by 2010

H1	Achieving decent homes standard in social housing sector	FT, SD	😊 =
H2	Achieving decent homes standard in private sector housing sector		😊 =
Allocation		Current Spend	
No pooled funding allocated		N/A	N/A

25. Meeting Housing and Support Needs

H3	Increase support to enable residents to live independently in their own homes		😊 =
H4	Increase the number of people receiving floating support services		😊 =
H5	Increase the number of adaptations carried out to enable vulnerable people to remain living independently in their own home		😊 =
Allocation		Current Spend	
No pooled funding allocated		N/A	N/A

26. Improving the advice and support provided to homeless people and helping them to access employment, training and educational opportunities

H6	BV 213 the number of households considering themselves homeless who approached the housing advice service and where intervention resolved their situation		😊 =
H7	The percentage of new tenants receiving support from HBC sustaining their tenancies for 6 months		😊 =
H8	The percentage of RSL tenants evicted without personal contact from their landlord		😊 =
H9	Employment Rate (16-24) % (Performance expected with reward)	RE	😊 =
H10	Number of failed tenancies (Performance expected with reward)	RE	😊 =
Allocation		Current Spend	
£25,000		£0	😊 =

27. Improving the energy efficiency of houses

H11	Improve the energy efficiency of housing stock		😊↑
Allocation		Current Spend	
No pooled funding allocated		N/A	N/A

28. Balancing Housing Supply And Demand

H12	Number of houses cleared in HMR intervention area		😊=
H13	Number of new homes constructed in HMR intervention area		😊=
Allocation		Current Spend	
£105,000		£52,500	😊

Culture and Leisure Summary

	No. Indicators	%			No. Indicators	%
😊	10	83		↑	0	0
😐	1	8		↓	0	0
☹️	1	8		=	12	100

29. Enrich individual lives, strengthen communities and improve places where people live through enjoyment of leisure, culture and sport

CL1	Engagement in museum outreach activity by under-represented groups		😊 =
CL2	Visits by C2DE (MORI definition of Working Class) visitors to the Museum of Hartlepool (based on Renaissance funded MORI visitor survey)		😊 =
CL3	Number of individuals trained to deliver activities within clubs and the community (Local Indicator)	SD	😊 =
Allocation		Current Spend	
No pooled funding allocated		N/A	
		N/A	

30. Cultural and leisure services, including libraries, better meet the needs of the community, especially disadvantaged areas

CL4	Increase annual Leisure Centre attendances (Hartlepool)		😊 =
CL5	Increase annual Leisure Centre attendances (Neighbourhood Renewal narrowing the gap)	NRS	😊 =
CL6	Increase proportion of residents satisfied with museums/arts (Hartlepool)		😊 =
CL7	Increase proportion of residents satisfied with museums/arts (Neighbourhood Renewal narrowing the gap)	NRS	😊 =
CL8	Increase residents satisfaction with public parks and open spaces (Hartlepool)		😊 =
CL9	Increase residents satisfaction with public parks and open spaces (Neighbourhood Renewal narrowing the gap)	NRS	☹️ =
CL10	Increase residents satisfaction with libraries (Hartlepool)		😊 =
CL11	Increase residents satisfaction with libraries (Neighbourhood Renewal narrowing the gap)	NRS	😊 =
CL12	Increase leisure card holders attendance (Hartlepool)		😊 =
Allocation		Current Spend	
No pooled funding allocated		N/A	
		N/A	

Strengthening Communities Summary

	No. Indicators	%		No. Indicators	%
😊	12	46	↑	0	0
😐	13	50	↓	0	0
☹️	1	4	=	26	100

31. To empower local people to have a greater voice and influence over local decision making and the delivery of services

SC1	Maintain the level of involvement in the Community Network (Hartlepool)		😊 =
SC2	Percentage of adults who feel they can affect decisions that affect own area (Hartlepool)		😊 =
SC3	Percentage of adults who feel they can affect decisions that affect own area (Neighbourhood Renewal narrowing the gap)	NRS	☹️ =
Allocation		Current Spend	
£133,590		£93,750	
		😊	

32. Make a positive contribution

SC4	Percentage of people who have been helped by others (unpaid and not relatives) i) over the past year and ii) one a month over the past year (Hartlepool)		😊 =
SC5	Percentage of people who have been helped by others (unpaid and not relatives) i) over the past year and ii) one a month over the past year (Neighbourhood Renewal narrowing the gap)	NRS	😊 =
SC6	Increase the proportion of people undertaking voluntary work/community activity (Hartlepool)	SD	😊 =
SC7	Increase the proportion of people undertaking voluntary work/community activity (Neighbourhood Renewal narrowing the gap)	NRS	😊 =
SC8	Increase the number of looked after children participating in their reviews		😊 =
Allocation		Current Spend	
£141,681		£49,436	
		😊	

33. To improve the quality of life for the most disadvantaged neighbourhoods and ensure service providers are more responsive to neighbourhood needs and improve their delivery

SC9	Increase the proportion of people satisfied with their local area as a place to live (Hartlepool)		😊 =
SC10	Increase the proportion of people satisfied with their local area as a place to live (Neighbourhood Renewal narrowing the gap)	NRS	😊 =
SC11	Increase the proportion of people satisfied with their local area as a place to live (Neighbourhood Element Area)		😊 =
SC12	Burbank - Neighbourhood Element Target		😊 =
SC13	Dyke House/Stranton/Grange – Neighbourhood Element Target		😊 =
SC14	Owton – Neighbourhood Element Target		😊 =
SC15	North Hartlepool – Neighbourhood Element Target		😊 =
Allocation		Current Spend	
£1,107,913		£309,475	😊

34. Increasing financial resources within family environments to provide improved lifestyle opportunities

SC16	Number of Council Tax Disabled Reliefs (performance with reward)	RE	😊 =
SC17	Number of Council Tax Carer Reductions (performance with reward)	RE	😊 =
SC18	Number of Severely Mentally Impaired Reductions (performance with reward)	RE	😊 =
Allocation		Current Spend	
£37,039		£16,784	😊

35. Freedom from discrimination or harassment

SC19	Percentage of people who feel that their local area is a place where people from different backgrounds get on well together (Hartlepool)		😊 =
SC20	Percentage of people who feel that their local area is a place where people from different backgrounds get on well together (Neighbourhood Renewal narrowing the gap)	NRS	😊 =
SC21	Reducing the proportion of people feeling no involvement in the community (Hartlepool)		😊 =
SC22	Reducing the proportion of people feeling no involvement in the community (Neighbourhood Renewal narrowing the gap)	NRS	😊 =
SC23	Proportionate Assessment: - % of older service users receiving an assessment that are from minority ethnic groups, compared to the % of older people in the local population that are from such groups (E47)		😊 =
SC24	Proportionate service provision: - % of older service users receiving services following an assessment that are from a minority ethnic group, compared to the % of users assessed that are from such groups (E48)		😊 =
Allocation		Current Spend	
No pooled funding allocated		N/A	N/A

36. Creating a fairer world

SC25	Number of retail establishments offering Fairtrade as an alternative	SD	😊 =
SC26	Number of catering establishments offering Fairtrade as an alternative		😊 =
Allocation		Current Spend	
No pooled funding allocated		N/A	N/A

CABINET REPORT

10th December 2007



Report of: Director of Adult and Community Services

Subject: ANNUAL REVIEW OF PERFORMANCE FOR ADULT SOCIAL CARE

SUMMARY

1. PURPOSE OF REPORT

To present the annual performance rating for Adults Social Care, provided by the Commission for Social Care Inspection (CSCI).

2. SUMMARY OF CONTENTS

The Council has maintained its two star rating for Adult Social Care, and is judged to be serving most people well, with promising capacity for improvement.

Specific areas for improvement are covered in this report.

3. RELEVANCE TO CABINET

The CSCI performance assessment is a key judgement on Council performance, and forms part of the annual CPA rating. It must be reported to an appropriate public meeting of the Council.

4. TYPE OF DECISION

Non key – for information.

5. DECISION MAKING ROUTE

Cabinet – 10 December 2007

6. DECISION(S) REQUIRED

To note the report.

Report of: Director of Adult and Community Services

Subject: ANNUAL REVIEW OF PERFORMANCE FOR ADULT SOCIAL CARE

1. PURPOSE OF REPORT

- 1.1 To present the annual performance rating for Adult Social Care, provided by the Commission for Social Care Inspection (CSCI).

2. PERFORMANCE APPRAISAL SYSTEM

- 2.1 There is an extensive system of monitoring by the Inspectorate, including inspections, monitoring visits, returns, and performance indicators. This array of qualitative and quantitative data is used by CSCI to produce a view on our performance for the past year, and areas to improve for the year ahead.
- 2.2 National results were published on the CSCI website on 29 November, and details of Hartlepool's own appraisal have been made available to the Council.

3. RESULTS FOR 2007

- 3.1 Hartlepool is judged to be serving **most** adults well, and to have **promising** capacity for improvement, which equates to a **2 star** rating out of a maximum of three. This is similar to the ratings received in previous years.
- 3.2 The suite of performance indicators shows continued good results, with most indicators banded as stable or improving, and 92% rated "acceptable" (●●●) or better (**Appendix 1**). Of the 25 banded indicators, 13 achieved the top band, and 2 were given the bottom band.
- 3.3 Comparative analysis with other authorities will be available at the meeting.

4. KEY STRENGTHS AND AREAS FOR IMPROVEMENT

- 4.1 A summary of the Key Strengths and Areas for Improvement has been compiled as follows:

Key Strengths	Key areas for improvement
All people using services	
<ul style="list-style-type: none"> • Work across statutory and voluntary agencies • Helping people to live in their own homes rather than in residential care. • Engaging with people who use services, and their carers, and using the information gathered. • User-led service evaluation • Substantial increase in take-up of direct payments • Supporting people into employment • “Talking with communities” consultation groups (with minority communities). 	<ul style="list-style-type: none"> • Complete the “low level support” strategy to improve the co-ordination of preventative services, and help people know what is available.
Older people	
<ul style="list-style-type: none"> • Use of 24 hour support and intermediate care to minimise or avoid periods of hospitalisation. 	<ul style="list-style-type: none"> • Provision of extra care housing.
People with learning disabilities	
<ul style="list-style-type: none"> • Increased use of universal services and activities in the community. • Involvement in shaping services. 	<ul style="list-style-type: none"> • Relocating day services for people with complex needs. • Moving people out of NHS campus provision.
People with mental health problems	
<ul style="list-style-type: none"> • Good range of preventative services. • A high number of people supported into paid employment. 	<ul style="list-style-type: none"> • Developing day services in line with the recommendations of the review.
People with physical and sensory disabilities	
<ul style="list-style-type: none"> • Equipment is delivered more promptly than previously. 	<ul style="list-style-type: none"> • Waiting times for major adaptations.
Carers	
<ul style="list-style-type: none"> • More carers received services this year. 	

5. ACTION PLANS

- 5.1 Action plans are already in place in respect of all areas for improvement noted by the Commission, and these will be monitored throughout the year via their monitoring visits.

6. RECOMMENDATIONS

- 6.1 That the performance assessment be noted.

Summary of Performance Assessment Indicators - 2005-06

Hartlepool							
Reference	Changes in Definition		2002-03	2003-04	2004-05	2005-06	2006-07
AO/A60		Participation in drug treatment programmes (BVPI 198) (new definition)				61 - L	N/A
AO/A80		Drug misusers sustained in treatment					111
AO/B11	2003-04	Intensive home care as a percentage of intensive home and residential care	32	30	26 - L	28	26.9
AO/B12	2003-04	Cost of intensive social care for adults and older people (BVPI 52)		354	352	390	456
AO/B17	2000-01	Unit cost of home care for adults and older people	9.7	12.1	13.0 - H	15.0 - H	15.2
AO/C72	2005-06	Older people aged 65 or over admitted on a permanent basis in the year to residential or nursing care	128 - H	54 - L	21 - L	57	76
AO/C73	2005-06	Adults aged 18-64 admitted on a permanent basis in the year to residential or nursing care	2.4	1.9 - L	2.0	0.37	1.1
AO/C28		Intensive home care (BVPI 53) (KT)	18.7	17.1	15.2 - L	15.7 - L	14.4
AO/C29		Adults with physical disabilities helped to live at home	10.4	10.1	9.7	9.9	10.0
AO/C30		Adults with learning disabilities helped to live at home	3.1	3.4	3.4	3.6	3.7
AO/C31		Adults with mental health problems helped to live at home	4.1	4.1	3.4	2.9	10.6
AO/C32		Older people helped to live at home (BVPI 54)	122	123	119	123	120
AO/C51		Direct payments (BVPI 201) (KT)	18 - L	24 - L	46 - L	56	303
AO/C62		Services for Carers			7.6	9.0 - L	11 - L
AO/D37		Availability of single rooms	100	100	100	100	100
AO/D39		Percentage of people receiving a statement of their needs and how they will be met	99 - L	93 - L	97 - L	100	100
AO/D40	2003-04	Clients receiving a review		59 - L	63	74	78
AO/D41		Delayed transfers of care	14	11	12	5	5
AO/D52		Older people home care user survey - satisfaction with services	64			58 - L	Not collected
AO/D54		Percentage of items of equipment and adaptations delivered within 7 working days (BVPI 56) (KT)		77 - L	74 - L	80 - L	84 - L
AO/D55	2005-06	Acceptable waiting times for assessments (BVPI 195) (KT) (new definition)		56 - L	76 - L	83 - L	88 - L
AO/D56		Acceptable waiting times for care packages (BVPI 196) (KT)		81 - L	70 - L	81 - L	82 - L
AO/D71		Choice and control in home care				64 - L	Not collected
AO/E47	2005-06	Ethnicity of older people receiving assessment (new definition)	1.20	0.80 - L	0.63 - L	0.86 - L	0.44 - L
AO/E48	2005-06	Ethnicity of older people receiving services following an assessment (new definition)		-	-	-	0.49 - L
AO/E82	2005-06	Assessments of adults and older people leading to provision of service (new definition)		45	32	55	64
AO/D75	2005-06	Practice learning (adults element) (new definition)		25.0	6.2 - L	12.0 - L	20.7

Colour Key	
	Band ●
	Band ●●
	Band ●●●
	Band ●●●●
	Band ●●●●●

Notes

- A80 This replaces A80 and 4 blob is top score
 E47 & E48 Only a 2 or 3 blob score is available.
 D40 3 blob is a top score
 D52 & D71 Based on home care survey in 2005-06 - not collected in 2006-07.
 D75 This replaces D59 and now only relates
 E82 Not banded in 2005-06, so no comparison possible. Previously called E50.