

CABINET AGENDA



Monday 7th January 2008

at 9.00am

in

**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

To receive the Record of Decision in respect of the meeting held on 21st December 2007 (previously circulated)

4. BUDGET AND POLICY FRAMEWORK

- 4.1 Safer Hartlepool Partnership's Draft Strategy 2008-2011 – *Head of Community Safety and Prevention*
- 4.2 Corporate Plan 2008/09 to 2010/11 – Proposed Outcomes – *Assistant Chief Executive*

5. KEY DECISIONS

No items

6. OTHER ITEMS REQUIRING DECISION

- 6.1 Transport Assessment and Travel Plans Supplementary Planning Document – *Director of Regeneration and Planning Services*
- 6.2 Tees Valley Bus Network Review and Major Scheme Bid – *Director of Neighbourhood Services*
- 6.3 Cabinet Contingency Fund – *The Mayor*

7. ITEMS FOR DISCUSSION / INFORMATION

- 7.1 Hartlepool Transport Interchange – *Director of Neighbourhood Services*

8. REPORTS FROM OVERVIEW OF SCRUTINY FORUMS

- 8.1 Review of the Authority's Postal Service:-
 - (a) Final Report – Review of the Authority's Postal Service – *Vice Chair of the Scrutiny Co-ordinating Committee; and*
 - (b) Final Report – Review of the Authority's Postal Service – Action Plan – *Head of Procurement and Property Services / Chief Personnel Officer*

CABINET

7th January 2008



Report of: Head of Community Safety and Prevention

Subject: Safer Hartlepool Partnership's Draft Strategy 2008 - 2011

SUMMARY

1. PURPOSE OF REPORT

To initiate the Council's consideration of the Safer Hartlepool Partnership's strategy for 2008-2011, as part of the Budget and Policy framework.

2. SUMMARY OF CONTENTS

The report explains the legal context for the Council, in respect of the Safer Hartlepool Partnership's strategy development and outlines the legal process set for the production of the Partnership Plan, which comprises the 3 year strategy and annual priorities. The report details the strategy objectives for 2008-2011 and annual priorities for 2008/09.

3. RELEVANCE TO CABINET

Budget and policy framework.

4. TYPE OF DECISION

Part of Budget and Policy Framework.

5. DECISION MAKING ROUTE

Cabinet 7th January 2008
Regeneration & Planning Services Scrutiny Forum 17th January 2008
Cabinet in February 2008
Council in February 2008

6. DECISION REQUIRED

Referral to Regeneration and Planning Services Scrutiny Forum.

Report of: Head of Community Safety & Prevention

Subject: Safer Hartlepool Partnership's Draft Strategy 2008 - 2011

1. PURPOSE OF REPORT

- 1.1 To initiate the Council's consideration of the Safer Hartlepool Partnership's strategy for 2008-2011, as part of the Budget and Policy framework.

2. BACKGROUND

- 2.1 The Crime and Disorder Act 1998 established a statutory duty for the Local Authority and Police to form a partnership and produce a 3 year strategy, based on a review of crime and disorder which occurred in the previous 3 years. The Police Reform Act 2002 extended this duty to include the Primary Care Trust, Police Authority and Fire Authority. Collectively these 5 bodies are known as Responsible Authorities for the purposes of the partnership provisions in the Crime and Disorder Act 1998.
- 2.2 Following a review of the partnership provisions in the 1998 Act, the Police and Justice Act 2006 amended the Act, so that new regulations could be introduced, which would extend the statutory duty placed collectively on the Responsible Authorities.
- 2.3 The Crime and Disorder (Formulation and Implementation of Strategy) Regulations 2007 came into force on 1st August 2007 and set out minimum standards on how the Safer Hartlepool Partnership (SHP) should function in formulating and implementing strategies to tackle crime, disorder and substance misuse in Hartlepool.
- 2.4 One requirement of the Regulations is that the SHP must produce an annual strategic assessment.
- 2.5 The purpose of the strategic assessment is to provide knowledge and understanding of community safety problems that will inform and enable the partners to:
- Understand the patterns, trends and shifts relating to crime and disorder and substance misuse;
 - Set clear and robust priorities of their partnership;

- Develop activity that is driven by reliable intelligence and meets the needs of the local community;
- Deploy resources effectively and present value for money;
- Undertake annual reviews and plan activity based on a clear understanding of the issues and priorities.

2.6 Following consideration of the strategic assessment findings, the SHP must produce a Partnership Plan by 1st April 2008. The Plan must:

- Include a strategy for tackling crime and disorder (including anti-social behaviour and other behaviour adversely affecting the local environment) and for combating the misuse of drugs, alcohol and other substances in the area over the subsequent 3 years;
- Be revised at least annually;
- Contain the priorities identified through the strategic assessment;
- Contain information about the role of each partner in supporting the delivery of the priorities and how this will be resourced;
- Contain information about the way the partnership will engage with the community.

2.7 The Partnership plan therefore comprises a 3 year strategy (to tackle crime, disorder and substance misuse) and annual action plans for 2008/09.

3. DEVELOPMENT OF THE 2008 PARTNERSHIP PLAN IN HARTLEPOOL

3.1 The SHP considered its first strategic assessment in November 2007. A summary of the findings from the strategic assessment is included in the draft strategy for 2008-2011, which is attached at Appendix A.

3.2 The SHP has set 4 strategic objectives for its strategy 2008-2011, which link directly to 4 Local Area Agreement outcomes as follows:

LAA Outcome 2008	SHP Strategy 2008-2011 objectives
Reduced crime and narrow the gap between the Neighbourhood Renewal area and Hartlepool	Reduce crime
Reduced harm caused by illegal drugs and alcohol	Reduce harm caused by illegal drugs and alcohol
Improved neighbourhood safety and increased public confidence, leading to reduced fear of crime and anti-social behaviour	Improve neighbourhood safety and increase public confidence, leading to reduced fear of crime and anti-social behaviour

Reduced anti-social and criminal behaviour through improved prevention and enforcement activities	Reduce offending and re-offending
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3.3 The annual priorities for 2008/09, which have been established from the strategic assessment conducted in November 2007 have been agreed as:

- 1) drug dealing and supply;
- 2) violent crime, including domestic abuse;
- 3) acquisitive crime;
- 4) criminal damage and anti-social behaviour, including deliberate fire setting;
- 5) preventing and reducing offending, re-offending and the risk of offending;
- 6) delivery of the alcohol harm reduction strategy 2006-2009, including the introduction of an effective local alcohol treatment service.

An action plan for 2008/09 will now be established for each priority.

3.4 In addition, the SHP has agreed that it must continue to provide drug treatment – which has a planning process prescribed by Government for both adults and young people; and take a longer term approach to improving reassurance of residents and increasing public confidence.

4. THE COUNCIL'S RESPONSIBILITY

4.1 Hartlepool Borough Council is 1 of the 5 Responsible Authorities with a duty to formulate and implement a Partnership Plan.

5. RECOMMENDATIONS

5.1 In accordance with the Budget and Policy Framework, Cabinet is recommended to refer the Safer Hartlepool Partnership's draft strategy attached to this report at **Appendix A** to the Regeneration and Planning Services Scrutiny Forum for their consideration.

Contact Officer: Alison Mawson, Head of Community Safety & Prevention

Background papers

Reports to SHP on 19th September, 12th November, 12th December 2007

SAFER HARTLEPOOL PARTNERSHIP

Draft Strategy 2008 – 2011

to

tackle crime, disorder

and substance misuse

in

Hartlepool

Foreword

Almost a decade ago, the Crime and Disorder Act 1998, put partnership working on a statutory footing for the first time. Since that time, we have conducted 3 audits and produced 3 strategies covering 1999-2002, 2002-2005 and 2005-2008. Crime has reduced significantly in Hartlepool since 1999, but major challenges remain and there are still communities which are experiencing high levels of crime and anti-social behaviour. There is more to do to reduce re-offending, tackle the misuse of drugs and alcohol and improve the life chances of young people. We must also work harder to improve people's quality of life and limit the harm caused to communities.

In the Autumn 2007, the Safer Hartlepool Partnership conducted its first strategic assessment, which analyses the levels and patterns of crime, disorder and substance misuse during the previous 12 months, so that the Partnership can set clear priorities and develop actions to meet the needs of the local community.

This strategy sets out the partnership's longer term plans for the next 3 years. Each year a strategic assessment will review these plans and re-prioritise our annual activity.

During the period of the strategy for 2005-2008 we have seen the introduction of neighbourhood policing in the town. This has brought more frontline Police Officers and Police Community Support Officers (PCSOs) into neighbourhoods, leading to an improved visual patrolling presence on our streets. Residents told us this is what they wanted, and now they report feeling safer.

In the coming years, we will work hard to tackle other things which residents say they want, such as reduced drug dealing, less rowdy behaviour and more activities for young people, to keep them out of trouble. I would like to encourage everybody who is interested in making Hartlepool a safer and healthier place, to join with us and play your part in combating crime and disorder.

Mayor Stuart Drummond
Chair of Safer Hartlepool Partnership

STRATEGIC ASSESSMENT 2007 - SUMMARY OF FINDINGS

In 2006/07, the combined total of the BCS Comparator Crimes recorded in Hartlepool was 6365 offences. This is a 26% reduction on the 2003/04 baseline figure of 8646 offences.

Domestic burglary has reduced by 50%, but there were 2530 criminal damage offences in 2006/07, which only equates to a 1% reduction over the 3 years, and 2652 violence against the person offences, which is a 42% increase. Shop theft has reduced by 40%, but we are bottom of the CDRP family group and this is a common crime amongst drug users. Valuable metal theft is an emerging problem. Stranton ward suffers the highest levels of recorded crime.

There is no data available from Safer Hartlepool agencies which would give a clear and unambiguous picture of alcohol-related crime. Just over 37% of all violent offences committed during the past 6 months have been flagged with 'Committed Under the Influence'. This percentage increases to 44% when considering those offences committed in Stranton ward which has a large percentage of the District's licensed premises.

Data from North West Public Health Observatory shows the profile of alcohol related harm in Hartlepool to be significantly worse than the England average for Alcohol-specific hospital admission (both genders), Alcohol-attributable hospital admission (both genders), Binge drinking, Alcohol-related recorded crimes and Alcohol-related violent crimes.

There are identified gaps in alcohol treatment provision, with no specialist alcohol treatment available in Hartlepool, but there is currently an Alcohol Needs Assessment underway which is investigating the requirements for an alcohol specific treatment service.

From September 2005 to September 2007 only 24% of all drug offences relate to Class A drugs; a further 5% relate to Class B and the vast majority relate to Class C, predominantly cannabis (68%).

The proportion of those offenders subject to mandatory drug test shows a slight increase in opiates, a slight decrease in cocaine while both (cocaine & opiates) has stayed approximately constant. It is significant that the proportion of those testing positive for opiates and both (cocaine & opiates) with previous positive drug tests is increasing; meaning that these individuals have previously been identified as drug misusing offenders. Conversely, the proportion of those testing positive for cocaine with previous positive drug tests is decreasing over time.

The estimated prevalence of problem drug users (PDUs) aged 15-64 is 846. There are approximately 190 PDUs in Hartlepool have not been in treatment in 2005/06 or 2006/07. The age group 15-24 is most likely to be treatment naïve. For 99% of PDUs, the primary drug use is opiate (heroin). This has remained relatively static over the past few years.

The number of anti-social behaviour incidents recorded by Cleveland Police in the last 6 months (April - September 2007) have increased by 28% compared to the previous six months. This increase is likely to be linked to the school holidays and the increased hours of daylight associated with these months or greater confidence in the Police, possibly due to Neighbourhood Policing. Approximately three quarters of incidents are classified as 'rowdy and inconsiderate' behaviour.

The ASB Unit and Housing Hartlepool cases follow the same increasing trend as that of Police. As at the 30th September 2007 there were 17 Acceptable Behaviour Agreements (ABA), 2 Acceptable Behaviour Contracts (ABC), 24 Criminal Anti-social Behaviour Orders (CRASBO) and 11 Anti-social Behaviour Orders (ASBO) active in Hartlepool.

Between April 2005 – March 2007 Cleveland Fire Brigade attended 1436 secondary fires in Hartlepool. There is a decreasing trend in the occurrence of these fires. Deliberate rubbish (refuse) fires accounted for over 70% of the total number of secondary fires recorded by Cleveland Fire Brigade between October 2005 and September 2007.

Deliberate property fires have steadily decreased over the last two financial years. Three wards namely Brus, Rossmere and Owton account for approximately 40% of all deliberate property fires during 06/07. The same 3 wards accounted for 45.8% of vehicle fires.

During 2006, the biennial survey was carried out by Ipsos MORI. 64% of the Borough's residents reported feeling safe out in their area after dark which was slightly lower than the national average of 70%. Only 23% of residents considered burglary to be a problem in their area, where as 28% considered car crime to be a problem. More than half (55%) were satisfied with the service provided by the Police, compared to 62% nationally and 66% in the NDC area.

The results had a clear correlation with those of the Safer Hartlepool Partnership doorstep survey (June 2006) of 400 households in 2 NRF wards (Owton and Dyke House) and 2 non NRF wards (Seaton and Hart), with 63% feeling safe out in their neighbourhood after dark and 61% not worried about having their home broken into. The main reasons residents felt unsafe were groups of youths congregating and fear of harassment of personal threats.

At the more recent Police Tier 3 public meeting consultation meeting in October 2007, attended by some 75+ residents, tackling anti-social behaviour (25%), drugs dealing (22%) and providing high visibility patrols (19%) were 3 main areas for the Police to concentrate on. Reducing violent crime was fourth with 14%.

Hartlepool has a wealth of voluntary and community groups and a variety of consultation mechanisms, all of which could provide information to contribute to the Partnership strategic assessment. For the purposes of the 2007 assessment, information from some of these sources has been gathered. It is intended that information gathering from communities will be improved for the next strategic assessment in 2008.

RESULTS OF PAST PERFORMANCE – CHANGES OVER 10 YEARS

Comparison between Audit conducted in 1998 and strategic assessment in 2007 reveal that:

Domestic burglary 1997: 1545
 2006/07: 634

Vehicle crime 1997: 2501
 2006/07: 895

Violence 1997: 448
 2006/07: 2652

Drug treatment 1997: 246 (referrals) number in treatment not known
 2006/07: 615 adults in treatment

Research into fear of being a victim shows residents concerned about having home broken into: 1997 79%;
 2006/07 39%

No powers to tackle anti-social behaviour in 1997

Youth offending teams introduced in 2000

Increased Police officers, have had community wardens, now got PCSOs.

Introduction of DIP and PPO schemes

Alcohol strategy	}	Local developments
Domestic Violence strategy		
Social behaviour strategy		
Arson reduction strategy		

STRATEGIC CONTEXT

Nationally, the Government has recently launched its new Crime strategy (Cutting crime. A new partnership approach 2008 – 2011) which has a number of key areas:

- stronger focus on serious violence
- continue pressure on anti-social behaviour
- renewed focus on young people
- new national approach to designing out crime
- continuing to reduce re-offending
- greater sense of national partnership
- freeing up local partners, building public confidence

A new national drugs strategy is due to be published early in 2008.

The Public Service Agreements (PSAs) and associated National indicators, which underpin these national strategies are:

PSA23 - make communities safer, which has 4 priority actions:

- Reduce the most serious violence
- Continue to make progress on serious acquisitive crime
- Tackle the crime, disorder and anti-social behaviour issues of greatest importance in each locality, increasing public confidence in the local agencies involved in dealing with these issues
- Reduce re-offending through the improved management of offenders

PSA25 - will aim to reduce the harm caused by alcohol and drugs to:

- The development and well-being of young people and families
- The health and well-being of those who use drugs or drink harmfully and
- The community as a result of associated crime, disorder and anti-social behaviour

In addition, PSA14, increase the number of children and young people on the path to success, includes measures covering:

- first time entrants to the Criminal Justice System aged 10-17 and
- young people frequently using drugs, alcohol or volatile substances

Locally, the vision of the Safer Hartlepool Partnership is to: “reduce crime and drugs misuse to build a safer, healthier Hartlepool”.

The Hartlepool Partnership’s Community strategy aim for community safety is to: “make Hartlepool a safer place by reducing crime and anti-social behaviour and tackling drugs and alcohol”.

The Safer Hartlepool Partnership (as the community safety theme partnership for the Local Strategic Partnership i.e. Hartlepool Partnership), provides the lead role for development and delivery of the community safety outcomes in the Local Area Agreement (LAA).

The LAA outcomes for 2008 were agreed in Autumn 2007, and at the same time, the Safer Hartlepool Partnership (SHP) agreed its strategy objectives for 2008-2011 as follows:

LAA Outcome 2008	SHP Strategy 2008-2011 objectives
Reduced crime and narrow the gap between the Neighbourhood Renewal area and Hartlepool	Reduce crime
Reduced harm caused by illegal drugs and alcohol	Reduce harm caused by illegal drugs and alcohol
Improved neighbourhood safety and increased public confidence, leading to reduced fear of crime and anti-social behaviour	Improve neighbourhood safety and increase public confidence, leading to reduced fear of crime and anti-social behaviour
Reduced anti-social and criminal behaviour through improved prevention and enforcement activities	Reduce offending and re-offending

When selecting 3 year objectives and annual priorities, the Safer Hartlepool Partnership needs to concentrate its actions into those aspects of crime, disorder and substance misuse where it considers the most beneficial effect will be gained from focused working in partnership, recognising that each partner agency will continue to deliver its mainstream activities, much of which is now co-ordinated with other strategic plans.

The annual priorities from the Safer Hartlepool Partnership Strategic Assessment 2007 (covering October 2006 – September 2007) have been agreed as:

- 1) drug dealing and supply
- 2) violent crime, including domestic abuse
- 3) acquisitive crime
- 4) criminal damage and anti-social behaviour, including deliberate fire setting
- 5) preventing and reducing offending, re-offending and the risk of offending
- 6) delivery of the alcohol harm reduction strategy 2006-2009, including the introduction of an effective local alcohol treatment service.

These priorities will be reviewed and updated when the annual Safer Hartlepool Partnership Strategic Assessment is conducted in Autumn 2008, 2009 and 2010.

MEASURING THE SUCCESS OF THE STRATEGY

The Safer Hartlepool Partnership has been rated 'green' by Government Office North East for its performance during 2006/07.

A new Home Office performance management framework, known as 'Assessment of Police and Community Safety' (APACS) will be introduced in 2008/09.

Various Government Departments will continue to require performance reports at least quarterly from the SHP for the following aspects of the Partnership's activities:

- Youth Offending Service – quarterly monitoring
- Anti-social Behaviour Unit – quarterly monitoring
- Drugs treatment for adults – quarterly monitoring
- Substance misuse treatment for young people – quarterly monitoring
- Drug Interventions Programme (DIP) – monthly monitoring
- Prolific and Priority Offenders Scheme – monthly monitoring

The SHP has selected one Improvement Indicator for each of the community safety LAA outcomes and associated strategy objective, and negotiated targets with Government Office North East. These, together with agreed local indicators, are set out in Appendix 1.

SMART Action Plans for each annual priority will be developed by 1st April in the following year and implemented during the following financial year. These annual action plans will form the basis of the LAA delivery and improvement plan for the same year.

Each Action Plan will consider the aspects covering victims, offenders, locations and reassurance for the priority.

The SHP Performance and Planning Group (for crime and ASB) or Joint Commissioning Group (for substance misuse) will review performance on a quarterly basis and require an end of year report from the lead officer for each priority.

SAFER HARTLEPOOL PARTNERSHIP INDICATORS AND TARGETS**STRATEGY OBJECTIVE:** REDUCE CRIME**Annual priorities 2008/09:** - Violent crime including domestic abuse
- Acquisitive crime

Indicator	Baseline	Target		
		2008/09	2009/10	2010/11
<u>Improvement Indicator</u> (subject to negotiation with GONE) NI 16 - serious acquisitive crime rate NI 20 - assault with injury rate				
<u>Local Indicators agreed</u>				
1. number of domestic burglaries (with reward)	(2004/05) 821	644 (*2099)	-	-
2. number of vehicle crimes (with reward)	(2004/05) 1271	1024 (*3298)	-	-
3. number of incidents of local violence (with reward)	(2004/05) 1826	1650 (*5300)	-	-
4. number of repeat referrals to Police for incidences of domestic violence (with reward)	(2004/05) 1731	1531	-	-
5. number of perpetrators attending a perpetrator programme not re-offending within 6 months of completing programme (with reward)	(2004/05) 0	45	-	-

* indicates cumulative target for 2006/07, 2007/08 and 2008/09

STRATEGY OBJECTIVE: REDUCE HARM CAUSED BY ILLEGAL DRUGS AND ALCOHOL

Annual Priorities 2008/09: - Alcohol
- Drug dealing & supply

Indicator	Baseline	Target		
		2008/09	2009/10	2010/11
<u>Improvement Indicator</u> (subject to negotiation with GONE) NI 38 - drugs related (class A) offending rate				
<u>Local Indicators agreed</u> Not yet determined				

STRATEGY OBJECTIVE: IMPROVE NEIGHBOURHOOD SAFETY AND INCREASE PUBLIC CONFIDENCE, LEADING TO REDUCED FEAR OF CRIME AND ASB

Annual Priorities 2008/09: - ASB
- Criminal damage, including deliberate fire setting

Indicator	Baseline	Target		
		2008/09	2009/10	2010/11
<u>Improvement Indicator</u> (subject to negotiation with GONE) NI 17 - Perceptions of ASB				
<u>Local Indicators agreed</u> 1. % residents stating “teenagers hanging around on the streets is a problem” (with reward)	(2003/04) 66%	-	61%	-
2. % residents stating “people being drunk or rowdy in public places” is a problem (with reward)	(2003/04) 57%	-	52%	-

STRATEGY OBJECTIVE: REDUCE OFFENDING AND RE-OFFENDING

Annual Priorities 2008/09: Reduce offending and re-offending

Indicator	Baseline	Target		
		2008/09	2009/10	2010/11
<u>Improvement Indicator</u> (subject to negotiation with GONE) None				
<u>Local Indicators agreed</u> NI 111 - First Time Entrants to Youth Justice System aged 10-17				

CABINET REPORT

7 January 2008



Report of: Assistant Chief Executive

Subject: Corporate Plan 2008/09 to 2010/11 – proposed outcomes

SUMMARY

1. PURPOSE OF REPORT

To enable Cabinet to discuss the outcomes proposed for inclusion in the Council's Corporate Plan for 2008/09 to 2010/11.

2. SUMMARY OF CONTENTS

This report proposes the outcomes for each of the eight community strategy aims and the council's organisational development priorities. The purpose of the plan is to describe the Council's priorities for 2008/09, including how weaknesses will be addressed, opportunities exploited and better outcomes delivered for local people.

3. RELEVANCE TO CABINET

The Corporate Plan is part of the Council's Budget and Policy Framework. It is a key document that sets out the Council's priorities and contribution to achieving the Community Strategy aims. The Corporate Plan is being developed in conjunction with the Local Area Agreement (LAA) to ensure the outcomes included in the Local Area Agreement are embedded in the Council's Corporate Plan.

The Corporate Plan is an important document because it formally communicates the council's vision and priorities.

4. TYPE OF DECISION

Budget and Policy Framework.

5. DECISION MAKING ROUTE

The production of the Corporate Plan by 30 June each year is a statutory requirement.

The Scrutiny Co-ordinating Committee will consider the proposed Council outcomes at its meeting on 18 January 2008. Cabinet will be given further opportunities to consider the Corporate Plan as further progress is made. Final approval of the Plan will be by Council in June 2007.

6. DECISION(S) REQUIRED

Cabinet is asked to consider the proposed Corporate Plan Outcomes and suggest any revisions prior to their consideration by Scrutiny Coordinating Committee on 18 January.

Report of: Assistant Chief Executive

Subject: Corporate Plan 2008/09 to 2010/11 – proposed outcomes

1 PURPOSE OF REPORT

- 1.1 To enable Cabinet to discuss the outcomes proposed for inclusion in the Council's Corporate Plan for 2008/09 to 2010/11.

2 BACKGROUND

- 2.1 The Government introduced the Best Value regime as part of its programme to modernise local government and the Corporate Plan for 2008/09 must be approved and published by the Council by 30 June 2008. This is the Council's top-level corporate plan. It sets out the Council's top priorities and contributions for delivering the Community Strategy aims in 2008/09 and those matters which do not form part of the community strategy but which are priorities for the council.
- 2.2 The Corporate Plan is an important document because it formally communicates the council's vision and priorities. The process for producing the plan has been designed to ensure the risk is minimised and that the Corporate Plan is fit for purpose.
- 2.3 This year the Corporate Plan outcomes have been developed in conjunction with the Local Area Agreement (LAA) to ensure the outcomes included in the LAA are embedded in the Council's Corporate Plan. The LAA is currently being negotiated with Government Office North East (GONE) and any changes to those proposals will be reflected in the Corporate Plan. The LAA sets out the "deal" between central government, the Council and partners to improve services and the quality of life in Hartlepool. Any potential changes resulting from the negotiations will be brought back to a future Cabinet meeting for consideration.
- 2.4 The Corporate Plan is based around the Hartlepool Partnership's Community Strategy aims, which have been adopted by the Council. In previous years there have been seven aims, but the Community Strategy is currently being reviewed and is proposing to split the Environment and Housing theme into two separate themes. For that reason, the proposed Corporate Plan outcomes have been organised around the eight themes, with an additional section proposing outcomes around organisational development priorities (as in previous years).
- 2.5 The Corporate Plan outcomes and actions approved by Council in June will be incorporated into the Council's performance management database and progress reported quarterly to Cabinet and Scrutiny Co-ordinating Committee.
- 2.6 The focus of the Corporate Plan for 2008/09 is on priority activities for improvement at a strategic level rather than day to day service delivery outcomes. The operational

service delivery outcomes are picked up through Departmental service plans, which are reported to individual portfolio holders.

- 2.7 Cabinet is asked to consider whether the outcomes identified, properly reflect the council's priorities and if they wish, suggest amendments.

3 THE CORPORATE PLAN

- 3.1 As in previous years the plan will be produced in 2 parts. Part 1 describes the Council's overall aim, contributions to the Community Strategy aims and organisational development priorities.
- 3.2 Part 2 will continue to contain the detailed supporting information relating to performance statistics which the Council is required to publish. This will include the Best Value performance indicators for 2007/08 and targets for 2008/09, 2009/10 and 2010/11. This information cannot be collected until after 31 March, and is therefore not available at present. As with previous years, this will be presented to Cabinet and Scrutiny Coordinating Committee in May/June for consideration. At this stage Cabinet is therefore only being asked to consider the Corporate Plan outcomes, which are attached at Appendix A, although Cabinet will be given further opportunities to consider the Corporate Plan as further progress is made.
- 3.3 The proposed list, at appendix A, is not a final definitive list. Officers will continue to review the outcomes over the coming months, and will amend, if deemed appropriate and if changing priorities demand it. Any proposed changes to the list of outcomes will be brought to Cabinet for consideration. In addition to this the next stage of the process is to identify those key actions which underpin the priorities. This will be reported to Cabinet in February or March of 2008.
- 3.4 In addition, and in line with previous years officers will be identifying those key performance indicators which underpin the Corporate plan. This process in most years has been based on an established set of Best Value Performance Indicators (BVPIs) and Local Performance Indicators (LPIs). This process will be slightly delayed this year as the Government have only recently issued the definitive list of 198 new performance indicators. There are currently no definitions for these indicators (consultation closed in December). The definitions are due to be confirmed in February 2008. It is only when this is completed that officers will be able to determine baselines and targets.

4 TIMETABLE FOR CONSIDERING THE PLAN AND NEXT STEPS

- 4.1 The key dates for completing the plan are as follows.
- 4.2 The Scrutiny Co-ordinating Committee will consider the proposed Council outcomes on 18 January 2008. Cabinet and all Scrutiny Forums will then be asked to consider a more detailed action plan in February/March, agree Part 1 of the Corporate Plan in April and Part 2 in May/June. Final approval of the Plan will be by Council in June.

5 RECOMMENDATION

- 5.1 Cabinet is asked to consider the proposed Corporate Plan Outcomes and suggest any revisions prior to their consideration by Scrutiny Coordinating Committee on 18 January.

Appendix A

Service Planning 2008/09

Corporate Plan Outcomes (Proposed)

Outcome	
Jobs and the Economy	LAA
Attract Investment	✓
Be Globally Competitive	✓
Create more employment opportunities for local people	✓
Achieve economic wellbeing for all children and young people ensuring that they are prepared for working life* (Children and young people will achieve the qualifications, develop the skills and be given the necessary life experiences to enable them to lead full and active adult lives)	✓
Promote Hartlepool's interests in economic regeneration policy-making at the national, regional and sub-regional levels	
Support and promote appropriate physical and economic regeneration and pursue external funding opportunities	
Lifelong Learning and Skills	LAA
Enjoy and Achieve* (Raise the achievement and standards of children and young people in the early years, primary and secondary phases of education)	✓
Provision of high quality learning and skills opportunities that drive economic competitiveness, widen participation and build social justice	✓
Health and Care	LAA
Improved Health	✓
Be Healthy* (Children and young people will be physically, mentally, emotionally and sexually healthy, lead healthy lifestyles and choose not to take illegal drugs)	✓
Increased choice and control and retention of personal dignity	✓
Improved Mental Health and Wellbeing	✓
Easier Access to Services	✓
Community Safety	LAA
Reduced crime	✓
Reduced harm caused by illegal drugs and alcohol	✓
Improved neighbourhood safety and increased public confidence, leading to reduced fear of crime and anti-social behaviour	✓
Reduced anti-social and criminal behaviour through improved prevention and enforcement activities	✓
Stay safe* (Children and young people will live, grow and learn in safety, where parents, carers and all adults take responsibility for their safety and well-being)	✓
Environment	LAA
Deliver sustainable communities with high quality new build and sensitive conservation and protect and enhance the local natural environment.	✓
Improve the quality of the local environment by having cleaner, greener and safer public, private and community spaces.	✓

Outcome	
Provide a sustainable, safe, efficient, effective and accessible transport system	✓
Make better use of natural resources and reduce the generation of waste and maximise recycling	✓
Prepare for the impacts of and secure local and global action to tackle climate change	✓
Promote community involvement in positive action to reduce poverty through fair trade and promoting peace and security.	✓
Housing	LAA
Balancing Housing Supply and Demand	✓
Meeting the Decent Homes Standard	✓
Meeting the Housing Needs of Vulnerable People	✓
Improving the energy efficiency of houses	
Culture and Leisure	LAA
Enrich individual lives, strengthen communities and improve places where people live through enjoyment of leisure, culture and sport	✓
Cultural and leisure services, better meet the needs of the community, especially those from disadvantaged areas	✓
Strengthening Communities	LAA
To empower local people to have a greater voice and influence over local decision making and the delivery of services	✓
Make a positive contribution * (Children and young people who live in Hartlepool are provided with the opportunity to participate fully in the life of the community)	✓
Improving quality of life and ensuring service providers are more responsive to neighbourhood needs with particular focus on disadvantaged areas	✓
Increasing financial resources within family environments to provide improved lifestyle opportunities	✓
Freedom from discrimination or harassment	✓
Improving Financial Inclusion	
Ensure communities are well prepared to respond to emergency situations	
Organisational Development	LAA
Improve management and governance	
Improve access and understanding between the Council and the public	
Improve Elected member and Workforce arrangements	
Improve efficiency and financial management	

Outcomes marked * form the outcome framework for Children and Young People.
For completeness and ease of reference these are shown together below:

Outcome
Children and Young People
Achieve economic wellbeing for all children and young people ensuring that they are prepared for working life* (Children and young people will achieve the qualifications, develop the skills and be given the necessary life experiences to enable them to lead full and active adult lives)
Enjoy and Achieve* (Raise the achievement and standards of children and young people in the early years, primary and secondary phases of education)

Outcome
Be Healthy* (Children and young people will be physically, mentally, emotionally and sexually healthy, lead healthy lifestyles and choose not to take illegal drugs)
Stay safe* (Children and young people will live, grow and learn in safety, where parents, carers and all adults take responsibility for their safety and well-being)
Make a positive contribution * (Children and young people who live in Hartlepool are provided with the opportunity to participate fully in the life of the community)

CABINET REPORT
7th January 2008



Report of: Director of Regeneration & Planning Services

Subject: TRANSPORT ASSESSMENTS & TRAVEL PLANS
SUPPLEMENTARY PLANNING DOCUMENT

SUMMARY

1. PURPOSE OF REPORT

- 1.1 To advise Cabinet on the responses to the public consultation on the Supplementary Planning Document for Transport Assessments & Travel Plans.

2. SUMMARY OF CONTENTS

- 2.1 As agreed at Cabinet on 28 August 2007 a Supplementary Planning Document (SPD) on Transport Assessments and Travel Plans as part of the Local Development Framework was made available for public consultation for a six week period ending on 12 October 2007.
- 2.2 The Supplementary Planning Document has been prepared to provide guidance on how the Borough Council will implement the Hartlepool Local Plan Policy relating to Transport Assessments and Travel Plans. It explains the various broad categories of Transport Assessments and emphasises the need to discuss with the Council the level most appropriate to any proposed development.
- 2.3 The comments received from consultees have been considered and as a result minor amendments to the documents are proposed.
- 2.4 In addition Natural England has drawn attention to the need for the Supplementary Planning Document to be subject to Habitats Regulations Assessment as required by the Conservation (Natural Habitats) (Amendment) Regulations 2007, which came into force on 21 August 2007. This process, known as Appropriate Assessment, has the aim of ascertaining that the SPD will not adversely affect the integrity of a European protected wildlife site.

- 2.5 The Transport Assessment and Travel Plans draft SPD will therefore need to be subject to an Appropriate Assessment initial screening process before it can be adopted by the Council.

3. RELEVANCE TO CABINET

- 3.1 The Local Development Framework, of which the Transport Assessments and Travel Plans Supplementary Planning Document forms part, is part of the Budget and Policy framework.

4. TYPE OF DECISION

- 4.1 Non Key.

5. DECISION MAKING ROUTE

- 5.1 Cabinet 10 December 2007

6. DECISION REQUIRED

- 6.1 To approve the minor amendments to the Transport Assessments and Travel Plans Supplementary Planning Document arising from public consultation and to note that an Appropriate Assessment under the EU Habitats will need to be prepared prior to adoption of the document.

Report of: Director of Regeneration & Planning Services

Subject: TRANSPORT ASSESSMENTS & TRAVEL
PLANS SUPPLEMENTARY PLANNING
DOCUMENT HARTLEPOOL CORE
STRATEGY GROUP

1. PURPOSE OF REPORT

- 1.1 To seek approval for minor amendments to the draft Transport Assessments and Travel Plans Supplementary Planning Document (SPD) which have resulted from representations during public consultation and to note that the SPD will need to be subject to an Appropriate Assessment initial screening process under the EU Habitats Directive.

2. INTRODUCTION

- 2.1 As agreed at Cabinet on 28 August 2007 the Supplementary Planning Document (SPD) on Transport Assessment and Travel Plans, currently being prepared under the new planning system as part of the Hartlepool Local Development Framework, has been subject to public consultation during a six week period ending on 12 October 2007

3. SUPPLEMENTARY PLANNING DOCUMENT

- 3.1 The Supplementary Planning Document (SPD), provides guidance on how the Borough Council will implement Hartlepool Local Plan Policy Tra20 relating to Transport Assessments and Travel Plans to further the objective to secure measures to reduce the need for private car travel in new developments.
- 3.2 The document sets out guidance thresholds which indicate the type and scale of development which will normally trigger the requirement for a Transport Assessment and Travel Plans the level of detail required.
- 3.3 The SPD explains the various broad categories of Transport Assessments and Travel Plans emphasises the need to discuss with the Council the level most appropriate to any proposed development. In particular discussions should be undertaken at an early stage in the planning application process. It explains the distinction between Transport Assessments, Transport Statements for smaller scale

developments and Travel Plans which set out the measures to be implemented as part of the development and delivered once the development is in use.

4. RESULTS OF CONSULTATION

4.1 Responses were made by the following consultees:

- Natural England
- The Environment Agency
- One NorthEast
- Highways Agency
- English Heritage

In addition two respondents completed the online consultation questionnaire.

4.2 The representations and suggested Borough Council responses are set out in **Appendix 1**.

4.3 There were no substantial representations received on the accompanying Sustainability Appraisal.

5. SUGGESTED CHANGES

5.1 Suggested responses to the representations received during the consultation re set out in Appendix 1. In most cases it is proposed to make minor editing changes to the document.

6. APPROPRIATE ASSESSMENT

6.1 Natural England has drawn attention to the need for Local Development Framework documents (including Supplementary Planning Documents) to be subject to Habitats Regulations Assessment (HRA) as required by the Conservation (Natural Habitats) (Amendment) Regulations 2007, which came into force on 21 August 2007.

6.2 Natural England has stated that in accordance with the draft Government guidance on the Application of Appropriate Assessment under the Habitats Directive 92/43/EEC to Development Plans the Transport Assessments and Travel Plans SPD must be subject to an initial HRA screening process to enable the planning authority to ascertain that it will not adversely affect the integrity of a European protected nature conservation site.

6.3 It is therefore proposed that an Appropriate Assessment be carried out and made available for public consultation prior to adoption of the SPD as amended.

7. THE NEXT STEPS

- 7.1 In the event of no substantial issues arising from the consultation on the Appropriate Assessment it is anticipated that Cabinet will be asked to refer the SPD to Council for adoption in April 2008.

8. RECOMMENDATION

- 8.1 That approval be given to the minor changes to the Transport Assessment & Travel Plans Supplementary Planning Document arising from the recent Public Consultation.
- 8.2 That it be noted that an Appropriate Assessment under EU Directive will be prepared and be subject to public consultation.

6.1 APPENDIX 1

Transport Assessments and Travel Plans SPD Suggested Responses to Representations from Public Consultation

Consultee	Para. In SPD	Comment	HBC Suggested Response
Natural England	General	Natural England support the requirements for transport assessments and travel plans, in order to encourage travel patterns that have positive or neutral impacts on the natural environment.	NOTED
Natural England	Page 10 para3.2 Page 15 para 4.7	Environmental Impacts - this should also consider where appropriate impacts of visual intrusion, light pollution, impacts on biodiversity and geodiversity, impacts on landscape character and quality, impacts on soils and water, access and recreation, and these issues should be added to the checklist in Appendix 3.	AGREED
Natural England		The focus should not just be on breaches of statutory environmental limits, but also needs to consider more generally the need to avoid or mitigate against any adverse impacts on biodiversity including designated sites and protected species. The integrity and fragmentation of habitat networks should also be addressed in line with PPS9 paragraph 12.	AGREED
Natural England	Page 11 (c)	Mitigating residual impacts Part 1 Could add after 'designing sites to facilitate walking and cycling, and developing links to the wider rights of way network, and cycle routes'	AGREED
Natural England		<p>Attention is drawn to the need for Local Development Framework documents (including Supplementary Planning Documents) to be subject to Habitats Regulations Assessment (HRA) as required by the Conservation (Natural Habitats) (Amendment) Regulations 2007, which came into force on 21 August 2007; Schedule 1 inserts new Part IVA to the 1994 regulations 'Appropriate Assessment for Land Use Plans for England and Wales'.</p> <p>In accordance with the draft DCLG guidance on the Application of Appropriate Assessment under Article 6(3) and 6(4) of the Habitats Directive 92/43/EEC to Development Plans, as a development plan document, the Transport Assessment and Travel Plans draft SPD must be subject to an initial HRA screening process to enable the planning authority to ascertain that it will not adversely affect the integrity of a European Site.</p> <p>This opinion is based on the information provided by you, and for the avoidance of doubt, does not affect our obligation to advise on, and potentially object to any specific development proposal which may subsequently arise from this or later versions of the plan or programme which is the subject of this</p>	AGREE TO UNDERTAKE APPROPRIATE ASSESSMENT

6.1 APPENDIX 1

Transport Assessments and Travel Plans SPD Suggested Responses to Representations from Public Consultation

		consultation, and which may despite Strategic Environmental Assessment and Habitats Regulations Assessment have adverse effects on the environment.	
Highways Agency	General	<p>The Strategic Road Network (SRN) within the Hartlepool borough comprises of the A19 (T) which provides a provides a north-south link through the borough.</p> <p>The A19(T) is categorised as being of a regional rather than national nature. In having this regional role, it should be recognised that whilst the Agency still has the responsibility for the operation of such routes, the funding for major improvements to them would need to be considered by the Regional Transport Board and provided through the Regional Funding Allocations.</p>	NOTED
Highways Agency	General	<p>Specific reference should be made to the Guidance on Transport Assessments (GTA), which was published by the DfT in March 2007.</p> <p>Most/all of the guidance in the SPD is in line with GTA – however, the Agency would refer to the GTA.</p> <p>Care should be taken to ensure that the SPD keeps pace with any updates to the national GTA document / other relevant guidance.</p>	AGREED
Highways Agency	Para 2.3	<p>The Agency would expect specific consideration to be given to the Strategic Road Network (SRN). Suggested wording is provided below:</p> <p><i>“With respect to any development which could impact upon the A19 (T), the Highways Agency (in accordance with the requirements of Circular 02/2007) would require to be consulted upon any application for development that would cause a material impact on the Strategic Road Network.”</i></p>	AGREED
Highways Agency	3.0	<p>Suggested wording</p> <p><i>“Where development is likely to have a material impact on the Strategic Road Network it will be important to liaise with the Highways Agency at an early stage. The coverage and the detail of the Transport Assessment need to be agreed with the Highways Agency.”</i></p>	AGREED
Highways Agency	3.7	For all developments with a material impact on the Strategic Road Network the supporting Travel Plan should be forwarded to the Highways Agency for review and agreement	AGREED
Highways Agency	Footnote 6	Comment should refer to the “Strategic Road Network”	AGREED
Highways Agency	4.11	In concern of the SRN, the Agency is not in a position to enter into Section 106 agreements. The mechanism for providing highway improvements on the SRN is via a Section 278 agreement, which is detailed in Circular	AGREED

6.1 APPENDIX 1

Transport Assessments and Travel Plans SPD Suggested Responses to Representations from Public Consultation

		02/2007. This should be referenced within this section of the SPD.	
Highways Agency	Checklist	The Agency would wish to see some analysis of the transport impacts of site construction and the transport impacts of freight or service operations in any Transport Assessment. (As has been included in TS checklist Appendix 4).	AGREED
Highways Agency	6.3	There should be reference to national and regional policies, as well as local policies. Specific reference should be made to the Travel Plan guidance / Smarter Choices guidance produced by DfT, and the policies contained within the Regional Spatial Strategy and Regional Transport Strategy.	AGREED
Highways Agency	6.9	In addition objectives should also be consistent with Hartlepool Local Authority and the Highways Agency requirements. As such the Agency would request that reference is made to the Highways Agency within this section of the SPD. In addition to the reference made to national and local strategies, reference should be made to regional policy (particularly that contained in the Regional Spatial Strategy (and Regional Transport Strategy)).	AGREED
Highways Agency	6.21	As well as Travel Plan Coordinator being essential to the implementation of the Travel Plan, Senior Management support and commitment is required from the initial stages of the travel plan development. The Agency requests that this needs to be clearly stated in the SPD.	AGREED
One NorthEast		Ensuring sustainable access to new developments is important to support regional economic growth. One NorthEast welcomes and endorses your Council's intention to provide a Supplementary Planning Document (SPD) on transport assessment and travel plan requirements. The document sets out clearly and concisely the context, requirement and process involved in providing transport statements, assessments and travel plans. The document encourages developers to take account of transport issues at an early stage in the preparation of development proposals and sets out measures which should be taken to achieve the Council's transport objectives. The SPD should prove to be a useful source of information and advice for developers. In March 2007 One NorthEast, working with regional partners, published research into the impact of Government Trunk Road Development Control policy on strategic development in the Region ¹ . This research is of relevance to the SPD as it sets out a series of recommendations to balancing the economic need to enable development against the pressures on the trunk road network. A theme running throughout	NOTED

6.1 APPENDIX 1

Transport Assessments and Travel Plans SPD Suggested Responses to Representations from Public Consultation

		these recommendations was the importance of robust travel planning which is sustained into the long term and is signed up to by developers, occupiers, service providers and local authorities. Clearly the proposed SPD represents a key measure to deliver the recommendations in the report.	
The Environment Agency		Supports the production of this document as a way of achieving sustainable development within Hartlepool and contributing to the reduction of the environmental impact of transport on air quality and climate change. No further comments to make on either the SPD or the SA Report.	
English Heritage		Supports the thrust of the guidance in seeking to reduce the need to travel and to prioritise accessibility by means other than the private car....Please be aware that this does not undermine or remove ability to advise or object any specific development or subsequent versions of the document which may have adverse effects on the historic environment.	NOTED

CABINET REPORT

7 January 2008



Report of: Director of Neighbourhood Services

Subject: Tees Valley Bus Network Review & Major Scheme Bid

SUMMARY

1. PURPOSE OF REPORT

To inform the Cabinet of the Major Scheme Business Case for the Tees Valley Bus Network Review that would fund a comprehensive package of bus infrastructure and service improvements across the Tees Valley.

2. SUMMARY OF CONTENTS

The report summarises the main elements of the proposed Major Scheme Business case bid together with their cost, funding and governance implications.

3. RELEVANCE TO CABINET

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

4. TYPE OF DECISION

This is not a key decision.

5. DECISION MAKING ROUTE

Cabinet will make the decision.

6. DECISION(S) REQUIRED

It is recommended that approval is given to finalise and submit a bid for Local Transport Plan Major Scheme funding to the Department for Transport.

Report of: Director of Neighbourhood Services

Subject: Tees Valley Bus Network Review & Major Scheme Bid

1. PURPOSE OF REPORT

- 1.1 To inform the Cabinet of the Major Scheme Business Case for the Tees Valley Bus Network Review that would fund a comprehensive package of bus infrastructure and service improvements across the Tees Valley.

2. BACKGROUND

- 2.1 The Tees Valley bus network is in long-term decline. The number of bus passenger journeys, whilst still high (at over 40 million per annum) has continued to reduce and operating costs are increasing at approximately three times the rate of inflation, assisted by escalating traffic congestion and limited bus priority measures. This has translated into unreliable operation and regular fare increases resulting in further patronage decline. The consequence is an unstable, shrinking network with an increasing requirement for subsidy.
- 2.2 Government policy places the bus at the forefront of local public transport provision with demanding targets for passenger growth. This is reflected in the Local Transport Plan (LTP) 2006-2011 submissions across the Tees Valley and the emerging Regional Spatial Strategy (RSS). Although there are long-term proposals to develop a Tees Valley Metro, the bus will remain the predominant public transport mode within the sub-region. Without an effective bus network offering a viable and attractive alternative to the private car, the continued economic development and regeneration of the Tees Valley may be constrained by congestion.
- 2.3 In view of this, the Tees Valley Joint Strategy Unit (TVJSU), acting on behalf of the five Local Authorities and with the cooperation of the local bus operators, commissioned specialist public transport consultants the TAS Partnership to determine the network best suited to reversing the long-term patronage decline and enabling future enhancement measures to be coordinated and targeted to maximise their impact. The TAS Partnership reported in May 2005, and details of its recommendations were presented to the Tees Valley Chief Executives at their meeting on 3rd August 2005.
- 2.4 The key recommendation of the Review was for a major package of focused coordinated investment, supported by a bid for Major Scheme funding through the LTP process, in order to deliver a 'step change' in the quality of

the bus network. Consultants Arup were appointed in April 2006 to take this bid forward, overseen by a Steering Group comprising the TVJSU, Local Authority and bus operator representatives.

2.5 Proposed Network

The Tees Valley Bus Network Review proposed a revised network based on a hierarchy of services ranging from fast, frequent, high quality, commercially operated urban trunk routes ('Super Core' and 'Core' Routes) to low frequency, financially supported 'Tertiary' and 'Rural' routes meeting social accessibility needs.

The Major Scheme Bid is focused on the 'Super Core' and 'Core Routes', which offer the most attractive alternative to the car and the greatest potential for modal shift. The proposed routes, as agreed by the Steering Group, are as follows.

2.6 Super Core

6 Clavering – Hart Station – Hartlepool – Fens

15/15B	Thornaby – Stockton – Roseworth
17/17A/17B	Middlesbrough – Acklam – Thornaby
23	Skerne Park – Darlington – Harrowgate Hill – Whinfield
27/27A	Netherfields – Middlesbrough – James Cook UH – Marton
36/37/38	Park End – Middlesbrough – Stockton
52	Stockton – Norton – Billingham – Low Grange
58	Stockton – Hardwick/University Hospital of North Tees
63	Middlesbrough – James Cook University Hospital – Redcar

2.7 Core

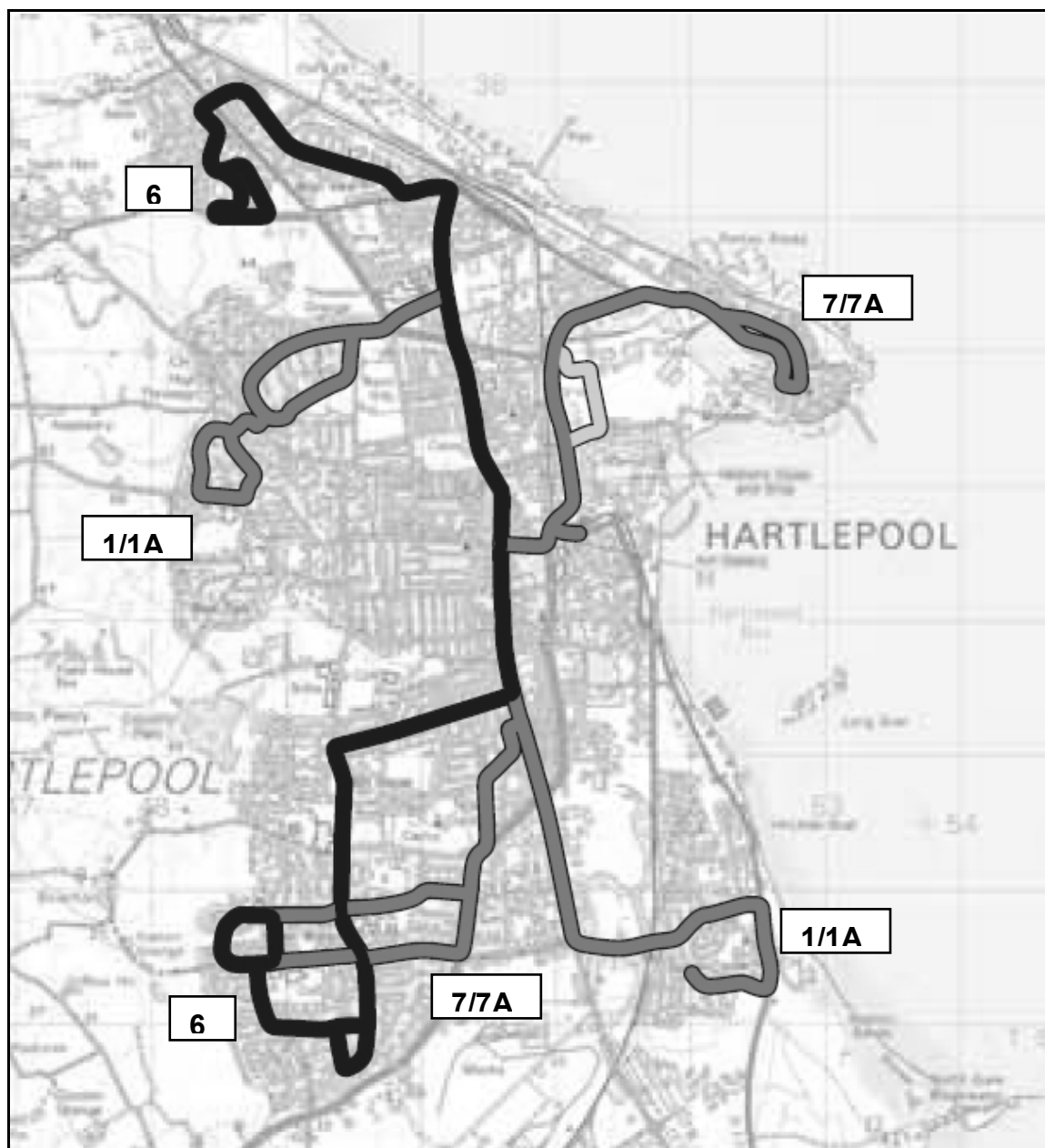
1/1A High Tunstall – UH of Hartlepool – Hartlepool – Seaton Carew

7 Stockton – Eaglescliffe – Yarm

7/7A Headland – Hartlepool – Owton Manor

12	Middlesbrough – Acklam – Hemlington – Coulby Newham
20/21	Firth Moor – Darlington – Haughton Road – Whinfield/Springfield
22	Darlington – Brinkburn – Minors Crescent
24	Firth Moor – Darlington – North Road – Springfield
25	Red Hall – Yarm Road – Darlington – Cockerton – Branksome
59	Stockton – Elm Tree – University Hospital of North Tees
61	Stockton – Fairfield – Elton Park
64/64A	Middlesbrough – South Bank – Eston

Those routes wholly or partially within Hartlepool are highlighted in bold. The routes of the services in Hartlepool are shown in **Figure 1** below.

Figure 1 – Hartlepool ‘Super Core’ and ‘Core’ Bus Routes

2.8 Proposed Bid Specification

The Steering Group has developed a Bid Specification, based on the adoption of a consistent approach for each route category. Partnership working with third parties such as Adshel and the Police would be an essential element for delivery.

The specification for the Super Core Routes consists of the following elements. The specification for the Core Routes, although slightly less comprehensive, is similar to that adopted for the Super Core Routes.

2.9 *Bus Priority and Route Management Measures*

Comprehensive bus priority measures would be implemented to alter the traffic balance in favour of buses. These measures include:

- A 'clearway' approach along the whole route, with consistent traffic signs and road markings, designed to assist reliability and deliver an overall operating speed of 21 mph (18 mph for Core Routes);
- Priority lanes, with consistent hours of operation and extensive segregation, including the introduction of new links and infrastructure where necessary;
- Bus priority at all traffic signalised junctions;
- A review of waiting and loading restrictions to minimise the impact of such activities along the route;
- Improved carriageway alignments to allow buses to access stops easily, particularly at locations where on-street parking is an issue;
- Comprehensive enforcement; and
- Real time Automatic Vehicle Location and monitoring.

2.10 *Bus Stops and Interchanges*

Bus stop locations would be reviewed to ensure that they are in the optimum location and to maximise the facilities that can be provided. Stops would meet a number of benchmarks, including:

- An illuminated shelter;
- Standard kerb heights to accommodate low floor buses;
- A wheelchair accessible, and obstruction-free boarding and alighting zone;
- Bus Stop Clearways;
- Route branding;
- A location identifier and code for receiving departures by text message;
- Real time information at key locations;
- Timetables and service numbers;
- Clearly defined pedestrian routes and crossing points with tactile paving and dropped kerbs; and
- A maintenance agreement with an obligation to meet prescribed standards.

Key interchange points, such as Hartlepool Transport Interchange, York Road and Victoria Road would benefit from the above features as well as information points, CCTV camera coverage and other facilities.

2.11 *Bus Services*

Services provided would meet the following standards, and be supported by the provision of comprehensive, high quality, accessible information:

- A minimum operating day of 06.00 to 23.30, seven days a week;
- A minimum frequency of eight buses per hour (six per hour on Core routes) at even headways between 07.00 and 19.00, Monday to Saturday;
- Fully commercial operation, after an initial period to build sustainable patronage;
- A reliable, robust operation with service withdrawals limited to the immediate aftermath of a vehicle breakdown;
- New state-of-the-art vehicles meeting the latest Euro IV emission standards;
- Fully low floor buses with on-board CCTV; and
- A simple, zonal based fare structure, using technology to minimise boarding times and remove the driver from transactions wherever possible.

2.12 *Costs and Funding*

Each element of the Bid specification is currently being costed on a route-by-route basis. Patronage increases, and other benefits, can be attributed to each enhancement measure based on experience elsewhere, supplemented by traffic modelling. This will enable a Cost Benefit Ratio (CBR) to be calculated and optimised by removing elements that add limited value. The best possible, evidence based Major Scheme Business Case would then be submitted to the DfT.

Whilst the estimated cost of the Major Scheme is still being finalised, funding totalling £33 million has provisionally been allocated to it through the Regional Funding Allocation (RFA) process. The Government has also confirmed that the scheme had been included in the RFA 'Indicative List' of schemes for construction to start between 2009/10 and 2015/16. However, it is hoped that this timetable could be brought forward, particularly as some of the other schemes within the region identified for funding within the next three years are perhaps less well developed.

2.13 *Governance*

Strong partnership working is a prerequisite of the Major Scheme Business Case's success. This needs to be supported by an effective governance structure that will enable the project to be developed and delivered.

The recently formed 'Transport for Tees Valley' body would be responsible for implementing the Scheme and the associated Statutory Quality Partnerships.

3. CONSULTATION

- 3.1 Details of the Tees Valley Bus network Review and a summary of the proposed components for the Major Scheme Business Case were presented to the Tees Valley Joint Strategy Committee at their meeting on 27th July 2006.
- 3.2 A presentation entitled 'Tees Valley City Region Development Programme - Connecting the Tees Valley' was made at a special Members' Seminar in 2006. This presentation included information on the Bus Network Review and proposed Major Scheme.
- 3.3 Individual elements of the scheme have subsequently been consulted on through the Council's Traffic Liaison Group that includes representatives from local bus operators, police, ambulance, fire brigade and taxi drivers.
- 3.4 Further detailed consultation and involvement with local ward members, stakeholders and the public would be carried out on individual scheme elements following submission of the bid in early 2008.

4. FINANCIAL IMPLICATIONS

- 4.1 The new rules governing Major Schemes require that a proportion of the costs be met through local contributions. For the capital and Quantified Risk Assessment (QRA) elements, this must be at least 10%. Suitable contributions could come largely from the bus operators through the investment in vehicles and training and the costs of operating the enhanced levels of service which underpin the Scheme.
- 4.2 Further local commitments are also required to support the 'Additional Risk Layer' and any costs beyond the Approved Scheme Cost but this would be a legitimate use of the existing LTP Integrated Transport block allocation and developer funds. In addition, the scheme is flexible in that it could be reduced in scale without necessarily reducing the corresponding benefits. The funding bid assumes no additional resource required by the Council over and above funds already committed through the LTP 2006-2011.

5. RECOMMENDATION

- 5.1 It is recommended that approval is given to finalise and submit a bid for Local Transport Plan Major Scheme funding to the Department for Transport.

CABINET REPORT

7 January 2008



Report of: The Mayor

Subject: CABINET CONTINGENCY FUND

SUMMARY

1. PURPOSE OF REPORT

To propose a series of schemes to utilise the Cabinet Contingency Fund in 2007/08.

2. SUMMARY OF CONTENTS

The report sets out five schemes that are submitted for Cabinet's consideration for funding from the 'Contingency Fund'.

3. RELEVANCE TO CABINET

Expenditure from the fund is delegated to Cabinet.

4. TYPE OF DECISION

Non-key.

5. DECISION MAKING ROUTE

Cabinet 7 January 2008

6. DECISION(S) REQUIRED

Cabinet is requested to consider the five proposed schemes for funding from the Cabinet Contingency Fund 2007/08.

Report of: The Mayor

Subject: CABINET CONTINGENCY FUND

1. PURPOSE OF REPORT

- 1.1 To propose a series of schemes to utilise the Cabinet Contingency Fund in 2007/08.

2. BACKGROUND

- 2.1 Attached as appendices to the report are five proposals for expenditure from the Cabinet Contingency Fund. The Contingency Fund currently has a balance of £120,000. This amount is based on one-off funding of £70,000 with £50,000 on-going revenue.

- 2.2 There are five schemes proposed: -

	Total	On-going Revenue
Hartlepool Platform Schools Pilot Project	£10,000	0
Hartlepool Marina Recycling and Litter Bin Provision	£20,200	unknown
St. Patrick's MUGA (Multi use games area) feasibility	£2,450	0
Skateboard Park Improvements	£70,000	0
Hospital Transport Service H1	£13,033	unknown

- 2.3 Hartlepool Platform Schools Pilot Project

- 2.3.1 Platform is a music charity serving the Tees Valley that aims to sustain long-term development of classical music in the Tees Valley by:

- Raising the quality of instrumental and vocal achievement
- Meeting the needs of aspiring and gifted musicians
- Offering training opportunities
- Encouraging and supporting community music making
- Attracting more people to classical music events.

- 2.3.2 Full details of the project are set out at Appendix 1 to the report. The charity proposes to use the funding to meet the costs of resources, venue hire, transport and professional fees.

2.4 Hartlepool Marina Recycling and Litter Bin Provision

- 2.4.1 This scheme would introduce on street recycling and improve the current litterbin provision in and around the Marina in particular Navigation Point. Full details of the proposal are set out in Appendix 2.

2.5 St. Patrick's MUGA (Multi use games area) feasibility

- 2.5.1 The provision of a multi-use games area (MUGA) on an area of land to the rear of the St. Patrick's shops has been suggested and to ensure that the proposal is viable as well as fitting strategically with Hartlepool's MUGA Strategy (March, 2006), there is an obvious need to undertake a feasibility study. The cost of this feasibility study has been estimated at £2,450. Further details are attached at Appendix 3.

2.6 Skateboard Park

- 2.6.1 The proposal, set out at Appendix 4, requests approval to allocate a sum of £70,000 into reserve funds to improve skate park facilities in Hartlepool. Three options were set out in the report for the future of skateboard facilities in the town; a new purpose built skate park, upgrading the existing facilities, or exploring the possibility of incorporating a skate park into developments at the proposed new H2O centre on Victoria Harbour.

2.7 Hospital Transport Service H1

- 2.7.1 Hartlepool Primary Care Trust and North Tees and Hartlepool NHS Trust announced that they would be relocating Consultant Lead maternity Services and in-patient Children's Services from the University Hospital of Hartlepool to the University Hospital of North Tees on the 17th December 2007. The maternity service is to be relocated for a period of three months to facilitate the refurbishment of the existing unit.
- 2.7.2 The PCT, NHS Trust and Hartlepool Borough Council have agreed that for the period 17th December 2007 to the 31st March 2008 they will equally fund a Local Bus Service to provide vital access to the outpatient appointments and visiting times for the residents of Hartlepool.
- 2.7.2 The service will commence at the University Hospital of Hartlepool, stopping at two other pick up points in the town (York Road Central Library and Queens Meadow Business Park) and provide direct access to the University Hospital of Hartlepool. From the 17th December 2007 to the 1st January 2008, the service will operate 14:00 – 21:00. From the 2nd January 2008, the service will be increased to operate from 9:00 – 21:00.
- 2.7.3 The cost of the provision of the service for the period 17th December 2007 to 31st March 2008 will be £26,065.99. The expectation is that the Borough Council will meet half of this cost.

- 2.7.4 Since preparing the report, which was based on the original details of the service, it has become evident that the service may need to run until the end of May and a further report on the service will be presented to a future meeting of Cabinet.

3. RECOMMENDATIONS

- 3.1 Cabinet is requested to consider the above schemes for funding from the Cabinet Contingency Fund 2007/08.

Proposals for Platform working with organisations in Hartlepool through funding from Hartlepool borough council.



Rebecca Pedlow
8th November 2007

Rebecca Pedlow
Programme Manager PLATFORM
01642 384 687 mail@platformteesvalley.org.uk

Platform came into being as the result of the sustained efforts of a group of musicians and audience members in Tees Valley.

Conscious of the many gifted individual musicians and performance groups in the area, the group wished to create a permanent supportive infrastructure for all aspects of classical music making.

Platform aims to sustain long-term development of classical music in the Tees Valley by:

- Raising the quality of instrumental and vocal achievement
- Meeting the needs of aspiring and gifted musicians
- Offering training opportunities
- Encouraging and supporting community music-making
- Attracting more people to classical music events

Rebecca Pedlow, the recently appointed Programme Manager, has already had a constructive meeting with David Gibson, who is the Second Wave Coordinator in Hartlepool.

Several long term aims for development were identified as a result of this.

- Capacity building and training a pool of vocal leaders to support the current practitioners and enable more singing activity in the other schools whilst developing more choral activity outside of school. There is currently a shortage of vocal leaders in the area
- extend the work to schools not currently engaged in the work through training teachers to feel confident to lead their own singing activities in school
- develop and present a production that gives children something to focus on outside of Christmas and is a vehicle for building performance and singing skills
- Explore the development of a town-wide choral infrastructure, or 'ladder of opportunity' that offers young people a clear pathway of vocal training based on;
 - Beginners choirs; fun singing, rounds, warm ups, unison, introduction to breathing, posture, support and the discipline of

singing. Some vocal exercises to get them thinking about singing but mainly in a starting point that is enjoyable.

- o Developing Voices Choir for those who've shown some talent and focus and want to move to next stage – two part harmony, vocal lines, supporting the melody through good breath control, singing in different languages, with usual warm ups and vocal exercises and more technique.
- o Intermediate Choir for those wanting to take things even further – more parts in songs, more cantata and classical music to develop their singing skills
- o Advance Choral activity such as Hartlepool Youth Choir for those young people who really want to develop their vocal technique, explore new and challenging repertoire, link up with adult choirs for bigger choral pieces etc.

(These opportunities are well advanced through the former Singing Communities and Second Wave projects, but could not be accessed by all children in all Hartlepool primary schools due to the focus and funding of these earlier projects.

However, as identified in the evaluation report for Singing Communities, these projects have demonstrated proved deliverables and a substantial legacy already achieved through continuation by the schools into the Second Wave project. Both projects have impacted upon over 3,000 children in the past 4 years, with some children accessing more than one singing opportunity. As an example, the figures for the last Maritime Festival are:

Schools involved - 14, Children - 215, Animators and teachers – 26, After school teaching hours/sessions – 114, Rehearsals/performance – 6 hrs.)

- Also offer Saturday solo singing classes, delivered in small groups based on a Master class format for those young people who are really focussed and want to learn.
- Platform link up with the Tees Valley Singing squad to offer a series of training opportunities over the spring term to develop good vocal practice, vocal techniques and choral skills. Could include introduction to and advanced choral conducting courses delivered by John Forsythe. Training aimed specifically to recruit more vocal practitioners in the Hartlepool area, both teachers who want to feel confident leading singing activities in school to training musicians in region to work with young people, to training on good vocal techniques. MusicLeader North East also has a budget to deliver their Tees Valley Singing Squad to be delivered in spring in Hartlepool. A one day course

The attached document outlines a proposal for a pilot project to carry this forward initially.

Background information

The present Second Wave project runs in 13 primary schools in the town. Funding is attracted from various sources and each participating school also makes a financial contribution to the annual costs.

A team of animateurs deliver weekly after school sessions in each school for at least 2 full terms. Workshop sessions and performances also take place throughout the school year.

A Co-ordinator (part-time) and steering group manage the project on behalf of the schools.

At this time there are 16 primary schools in the town that are not involved in the Second Wave project.

There are several constraints to extending the Second Wave project to include these schools. These have been identified as

- The Second Wave animateurs are fully timetabled and identifying available staff to extend the existing team has met with little success.
- Managing the project town wide would require considerably more co-ordinator time and this has funding implications.
- Substantially increased running costs (animateurs, transport, venue hire etc.)

This pilot project proposes an alternative, but complementary model to that practised in the Second Wave project.

There would be no financial contribution to the pilot (other than occasional supply cover costs, where applicable, for teachers attending training sessions) but schools would commit to identifying a teacher (s) willing to train and deliver vocal work in a weekly after school session for 10 weeks, leading to a final collective performance.

Where schools are finding difficulty in identifying an available teacher, it may be possible to partner or even cluster schools geographically so that the school can still take part. This will require discussion and support between schools.

Close liaison with Second Wave would be encouraged to help schools in the pilot project to establish and develop their participation.

Mrs Linda Morley, Hartlepool Project Leader for Singing Communities project and former Second Wave co-ordinator will co-ordinate the work on the pilot project on behalf of Platform.

The attached budget is provided on the understanding that activities have to be delivered in this financial year.

The aim for a further three years funding would be to enable delivery of more choral activities and work towards larger annual productions that would link up to the Tall Ships event in 2010.

Funding for Platform is secured from Middlesbrough Council for this and the next financial year of £12,000. We are in negotiations with Stockton Borough Council to develop the activities they wish to work on in partnership and collaboration but they have pledged their support for Platform.

Projected Budget costs for Platform Hartlepool Schools Pilot project

Resources

Songbooks/Music (16 songbooks, CD production)	£500
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Venue Hire

Rehearsals and Performances(s)	£3,000
--------------------------------	--------

Transport

Children bused to rehearsals	£3,000
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Professional Fees

Animateur training sessions, co-ordination	£2,500
--	--------

Platform linked vocal courses

	£1,000
--	--------

Total	£10,000
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* These figures are provisional and based on substantial take up by schools.
A large number of children wishing to perform would necessitate more than one performance and this has been costed accordingly.
If only one performance required, then budget could be allocated to develop other available Platform initiatives.

Platform Pilot project for Hartlepool primary schools

Overarching aims

- To build on the work of the school's Second Wave project to extend opportunities to all primary schools across the town.
- To engage as many children and adults as possible in interactive opportunities beyond their normal experience
- To ensure sustainability and further development of vocal work in all schools

Objectives of the pilot project

- Extend curriculum work in music through vocal opportunities to prepare and perform a production for a wider audience
- Offer regular, out of school sessions which develop singing and vocal skills for children and adults
- Link vocal work and learning to a current issue (i.e. Healthy Eating)
- Identify expertise within the schools and offer training opportunities to develop confidence and skills in delivering vocal work
- Identify and train a team of practitioners who can continue the work of this pilot by locating sustainable funding and delivering planned music programmes
- Identify links to other agencies (Platform, Sage Gateshead, Tees Valley Music Service, Youth Music etc) which offer further development opportunities

Action

Through a letter to schools outlining this pilot, we will establish expressions of interest for their involvement. Schools will be asked to identify a contact teacher (s) to carry forward the work in schools and commit to training, where necessary.

A meeting for all stakeholders will discuss arrangements for school sessions and a final performance coinciding with the end of the spring term.

(Possibly form a steering group at this meeting)

Examine proposed material (Alan Simmons songbook 'Food with Attitude') and identify input from individual schools towards compiling a collective concert based around this theme.

Provide 2 half-day training sessions, by Second Wave animateurs, to introduce material to pilot project staff

Teachers to be provided with recorded CDs as accompaniment back-up for work in schools

10 after school sessions to be held in individual schools where applicable. Children learn all songs but prepare a school contribution to the full concert. This allows other staff and parents to be involved in drama/costumes as required.

2 rehearsals arranged prior to full concert. Children transported to song rehearsal in suitable school venue, then full dress rehearsal in concert venue.

During the project regular meetings will be held to evaluate progress and identify ways to develop the pilot into a longer term project for those schools wishing to continue.

HARTLEPOOL MARINA RECYCLING AND LITTER BIN PROVISION

1.0 Purpose of Report

- 1.1 To consider the introduction of on street recycling and improve the current litter bin provision in and around the Marina in particular Navigation Point.

2.0 Background

- 2.1 Members will be aware of the current litter problems experienced in and around the Marina area. The area is not under the ownership of the council and the provision of street furniture has not been a priority for the current owner.
- 2.2 The design of the litter bins currently in situ is not ideal they are very small and open. As such the amount of litter which can be collected in the bins is limited and often results in spilling on to the highway. This design of bin also attracts seagulls, which causes another problem.
- 2.2 Residents and visitors to the town often comment on the general appearance of the area specifically litter. The Council has taken on the cleansing of the area in partnership with the businesses however the design of bins is not helpful.
- 2.3 The Council is working through the adoption of Navigation point and the surrounding highway; It is acknowledged this is taking longer than originally anticipated due to a number of complications relating to the leasing agreements between the land owner and businesses.

3.0 Recycling Opportunities

- 3.1 Hartlepool Marina would be an ideal location to trial on street recycling due to the high concentration of outlets producing materials we are proposing to collect. The replacement of the existing litter bins with recycling litter bins together with the introduction of on street recycling containers will be beneficial to Hartlepool giving users the opportunity to recycle materials and dispose of their waste in a clean and tidy matter.
- 3.2 The introduction of the recycling containers to a public area such as the Marina would generate positive local publicity, as well as improving our local services. The containers themselves have the facility to be used for advertising of forthcoming events e.g. The Tall Ships, council services etc.
- 3.3 On the whole the provision of On Street Recycling Containers and changes to the current litter bins will be a positive move, raising awareness of recycling

within the borough and showing our dedication to constantly improving the cleanliness of the town.

4.0 Financial Implications

The cost of introducing on street recycling would improve the area by complimenting the standard litter bins at a cost of £9800. The materials that we would look to recycle would be Cans, Glass, Plastic Bottles and Paper

Changing the current open topped litter bins to a closed top would enhance the standard of cleanliness in the area at a cost of £10400.

Total cost £20200

REAR OF ST PATRICK'S SHOPS **FEASIBILITY STUDY FOR PROVISION** **OF A YOUTH ACTIVITIES AREA**

PURPOSE

To seek endorsement from Cabinet to appoint consultants to undertake a study into the feasibility of providing a youth activities area at the rear of St Patrick's Shops.

BACKGROUND

This is concerning the large 'U' shaped concreted apron to the rear of St Patrick's Shops, where anti-social behaviour issues have been of concern to residents.

Over the past few months, officers from Neighbourhood Services and Adult and Community Services have been in dialogue with Manor Residents Association and others concerning a potential development to create a safe area for youth activities to take place, possibly facilitated by Manor Residents Youth Workers.

Through initial consultation and dialogue, the provision of a multi-use games area (MUGA) has been suggested and to ensure that this is viable as well as fitting strategically with Hartlepool's MUGA Strategy (March, 2006), there is an obvious need to undertake a feasibility study.

It is considered that it would be advantageous to appoint a consultant, who previously has carried out work in Hartlepool and who has already developed a good knowledge of the town. Mr. Dacre Dunlop has already carried out a considerable amount of work for the Council on the Space for Sports and the Arts funding submissions, New Opportunities Fund PE and Sport submissions and more importantly, the work associated with the development of the MUGA Strategy.

In all cases, Mr. Dunlop produced excellent work and built a good rapport with Council Officers, Members and the public. These previous pieces of work have allowed him to build a good knowledge base in relevant subject areas, as well as a sound knowledge of the town. He is also a resident of Hartlepool.

FINANCIAL IMPLICATIONS

It is considered that the appointment of Mr. Dunlop to undertake the feasibility study would inevitably have a number of benefits to the Council. The key benefit would be a financial saving, as he has already worked extensively in Hartlepool and would have the necessary data, knowledge and information to assist with this project.

If we were to appoint Mr. Dunlop, it would also benefit the Council through savings that would be made through a formal competitive process that can be both expensive and time-consuming.

Mr. Dunlop has provided an estimate that the feasibility study can be completed at a cost of £2,450 and would take 7 days to complete. This works out at £350 per day, which illustrates good value for money in comparison to other studies completed in the past, ranging from £470 to £600 per day.

Currently, there is no specific funding available, nor allocated towards the cost of this study.

COMMENTS FROM LEGAL SERVICES

The principle, with relevant justification, of extending a contract, or relying on an earlier competitive exercise, on an occasional basis, is reasonable well established. However, it is important that the concept of a competitive process as the principal route to letting a contract, should not be undermined.

The Contract Procedure Rules have application insofar as under Part C, the type of contract envisaged price-wise, would fall under the "Informal Procedures". However, this still entails that "reasonable enquiries shall be made to determine that the price is fair and reasonable". There is of course the overriding statutory duty to obtain "best value" in any event and under Part A, the need for transparency and accountability to be considered; that is, some level of competition, value for money considerations, reasons for choosing etc.

A competitive process should therefore be the preferred option unless there are clear, ascertainable advantages to the Authority from adopting a negotiated route. The scale of the negotiated contract both in isolation and in comparison with the earlier contract is however not excessive, thus protecting the Authority against criticism for excluding other potential providers.

RECOMMENDATION

It is recommended that Cabinet approves expenditure of £2,450 to undertake the feasibility study and for the relevant officers to approach the consultant, Mr. Dunlop and appoint him to undertake the work involved.

**ALLOCATION OF CAPITAL FUNDING TO THE PROVISION OF IMPROVED SKATE PARK
FACILITIES IN HARTLEPOOL**

PURPOSE

To seek endorsement from Cabinet to allocate a sum of £70,000 into reserve funds to improve skate park facilities in Hartlepool.

BACKGROUND

Hartlepool currently offers four venues for skateboarding. Mill House Skate Park built in 2002 is the primary facility in the town offering a range of equipment suitable for skateboarders and BMX Bike users. The facility is currently well used by a wide range of age groups and is undergoing somewhat of resurgence recently with regular police patrols and the floodlights being used on certain nights of the week to encourage usage. This has received positive feedback from the young people using the facilities. In addition to this there are small facilities at King George V Playing Fields, Rossmere Park and Grayfields. However these are very limited facilities that do not have heavy use.

In November 2005 a study was produced to look at the viability of an indoor skate park but this concluded that such a venture in Hartlepool was not viable due to lack of demand, no champion group and an uncertainty over such a venues ability to be a commercial success. This was again brought to the fore in March 2007 with the NDC Youth Forum producing a report highlighting the needs of skateboarders and the desire for a new purpose built indoor facility.

Mixed views have been given by the skateboarders over future provision. Some appear to favour an extension of current facilities at Mill House with some new additional equipment and higher ramps and a more urban street look with steps, rails etc. Others prefer a concrete base similar to Prissick Plaza in Middlesbrough which offers a greater sense of street based skateboarding and a smoother quieter ride. These concrete based facilities also offer a long life and a minimal level of maintenance. Despite these differences what appears to be a common theme is that the current provision is inadequate and there is a high level of commitment to skateboarding by the young people of Hartlepool. What is also evident is that the skate park users have genuine concerns over using current facilities due to anti social behaviour concerns and any future development would need to address this issue in a proactive way.

An indoor skate event at Mill House held in 2005 proved very popular with over 150 skateboard enthusiasts from the town attending the event – evidence that the sport is thriving within the town despite an apparent lack of facilities.

OPTIONS FOR FUTURE PROVISION

Options to be explored include:

1. Provision of a new purpose built Skate Park including concrete and galvanised steel features. Location to be agreed. Various locations have been suggested by the Skateboarders for indoor and outdoor venues but no preferred venue has as yet been identified. Depending on the location of the new skate park it is anticipated a concrete based park would cost in the region of £100K to £500K.
2. Upgrading and extension of the existing Skate Park at Mill House to provide a greater range of equipment and improved security of the site. This may involve the development of the skate park into the Football Court which is currently not in use as a MUGA due to poor condition but would provide an opportunity for the development and modernisation of the skate park at a cost of around £70K.
3. To explore the possibility of incorporating a skate park into developments at the proposed new H2O centre on Victoria Harbour. This is a long term option that could be explored.

RECOMMENDATION

It is recommended that Cabinet approves the allocation of £70,000 to be placed into a reserve fund to be used to improve skateboarding facilities in the town and that the options identified above be explored with young people being involved in that process.

CABINET REPORT

7th January 2008



Report of: Director of Neighbourhood Services

Subject: Hartlepool Transport Interchange

SUMMARY

1. PURPOSE OF REPORT

To inform the Cabinet of the progress made and outstanding actions needed to deliver the Hartlepool Transport Interchange project.

2. SUMMARY OF CONTENTS

The report provides information on planning approval, legal agreements, Network Rail Approvals, Government Approvals, land transfer arrangements, car parking arrangements, rail station improvements and procurement of works. An updated delivery programme is also provided.

3. RELEVANCE TO CABINET

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

4. TYPE OF DECISION

This is not a key decision.

5. DECISION MAKING ROUTE

This report is for information only.

6. DECISION(S) REQUIRED

The Cabinet notes the progress made and outstanding actions for delivering the Hartlepool Transport Interchange project.

Report of: Director of Neighbourhood Services

Subject: Hartlepool Transport Interchange

1. PURPOSE OF REPORT

- 1.1 To inform the Cabinet of the progress made and outstanding actions needed to deliver the Hartlepool Transport Interchange project.

2. BACKGROUND

- 2.1 The Council has worked in partnership with Network Rail and Northern Rail to develop a proposal for a high quality transport interchange facility adjacent to Hartlepool Railway Station. This project will play a central role in the development of the borough's transport strategy and make a significant contribution to the objectives of the Local Transport Plan.
- 2.2 A progress report was made to the Portfolio Holder for Culture, Leisure and Transportation on the 3rd May 2006. This report provides an update on the progress made and provides a revised programme which takes into account the delays that have occurred.
- 2.3 These delays are a result of complex negotiations and legal agreements between the Council, Network Rail, and Northern Rail that have taken significantly longer than originally anticipated. Progress and outstanding actions against the key elements of the project is provided below.

2.3 Planning Approval

The Council's Planning Committee approved the application for full planning permission on the 3rd November 2004.

2.4 Legal Agreements

Negotiations have continued on agreeing the terms of a number of complex legal agreements. The Council is required to sign these agreements before construction can start. These agreements and outstanding actions are outlined below.

Basic Asset Protection Agreement (Main Works and Subway)

This agreement is between Hartlepool Borough Council and Network Rail and includes the required levels of public liability and professional

indemnity insurance, future maintenance liabilities and payments to Network Rail for supervision of the works.

Following the initial drafting of the agreement, negotiations have been undertaken to reach an agreement acceptable to both parties. Given the financial implications of the agreement, and liability to be placed on the Council, this agreement has taken many months to resolve. Agreement has now been reached on a final draft.

Action	By Who	By When
Submit final agreement to Hartlepool BC	Network Rail	December 2007
Signature by all parties	Hartlepool BC Network Rail	January 2008

Development Agreement

This agreement is between Hartlepool Borough Council, Network Rail and Northern Rail to enable the development of the project and approval for the works on-site. Given the liability to be placed on the Council, and associated financial implications, this agreement has taken many months to resolve. The latest draft of this agreement was received by the Council in November 2007.

Action	By Who	By When
Provide final comments to Network Rail's solicitors	Hartlepool BC Northern Rail	January 2008
Signature by all parties	Hartlepool BC Network Rail Northern Rail	January 2008

Deed of Confirmation of Determination of Rights

Agreement between Hartlepool Borough Council and Network Rail to remove the existing rights of access across Council owned land south of the subway prior to the infilling works. A draft of this agreement has been provided by Network Rail for consideration by Hartlepool Borough Council.

Action	By Who	By When
Provide final comments to Network Rail's solicitors	Hartlepool BC	December 2007
Signature by all parties	Hartlepool BC Network Rail	January 2008

2.5 Network Rail Approvals

Several Network Rail approvals have been required at various stages throughout the detailed design of the project. All necessary approvals were submitted and obtained in 2005.

2.6 Government Approvals

Any significant change to a railway station requires approval for 'Station Change' from the Office of the Rail Regulator (ORR). This application was prepared by the Council and submitted on behalf of Northern Rail. It detailed those elements of station infrastructure that would change as a result of the scheme and measures to minimise disruption to passengers. This application was approved by the ORR in June 2007.

Northern Rail was also required to obtain approval for 'Minor Modification' from the Government. This application was prepared by the council and submitted by Northern Rail. This application was approved by the Government in June 2007.

2.7 Land Transfer Arrangements

Land transfers relating to the Network Rail owned station car park and Council owned Royal Vaults car park were agreed in principle with Network Rail in 2005. Approval for this transfer was obtained from the Finance and Performance Management Portfolio Holder on 2nd May 2006. Agreement has also been reached on the sale of the Network Rail owned Furniture Fair building opposite the station for a nominal sum.

Action	By Who	By When
Prepare land transfer documents	Network Rail	December 2007

2.8 Car Parking Arrangements

The Royal Vaults car park site will be transferred to Network Rail and then included as part of the station lease to Northern Rail. The site will then be leased to the Council for an agreed payment. Northern Rail has approved the option for the Council to undertake all management and maintenance of the new station car park in return for revenue from the car park. This revenue will cover the annual payment to Northern Rail as well as the management and maintenance costs. The 'Heads of Terms' for the sub-lease have now been agreed between the Council and Northern Rail and submitted to Network Rail for approval. This approval is expected to be granted in December 2007.

Action	By Who	By When
Approve sub-lease for the new station car park	Network Rail	January 2008
Signature by all parties	Northern Rail Hartlepool BC	January 2008

2.9 Hartlepool Rail Station Improvements

In November 2006, the Council was awarded £150k through the DfT's 'Access for All Small Schemes Funding' for Hartlepool Railway Station. This funding is for internal changes to the waiting room and ticket office facilities as an integral part of the Interchange project. These works were originally proposed to commence in May 2007 with completion by July 2007. However, the findings of a structural survey has required amendments to the proposed design to minimise the removal of load bearing walls and the need for additional structural support.

Whilst this has created an additional delay in starting the works at the station, the Council and Northern Rail consider this approach appropriate to minimise the risk of further delays and cost increases once the works are under way. The DfT has agreed to carrying forward all of the allocated funding to 2007/08. Northern Rail has confirmed that the works will commence in February 2008 with completion by the end of March 2008.

2.10 Procurement of Works

Portfolio Holder approval was given on the 22nd March 2006 for the negotiated target cost for the advance subway infill works. Given the length of time since this approval, the Council has re-tendered the sub-way infill works.

Tender documents for the main works were finalised and issued to the three short-listed contractors in August 2007. Tenders were returned in October 2007. The award of the contract will be made as soon as the outstanding legal documents are signed.

2.11 Current Programme

The following programme is based on the assumption that all necessary legal agreements are in place by the end of January 2008:

- Appoint contractors for advance sub-way infill contract – February 2008
- Commence advance sub-way infill contract – February 2008
- Appoint contractors for main works contract – February 2008
- Commence internal improvements to railway station – February 2008
- Commence construction of main works – April 2008
- Expected completion and opening – December 2008

3. FINANCIAL IMPLICATIONS

- 3.1 The project is currently within the allocated local transport plan budget. The DfT 'Access for All' grant of £150,000 must be spent before the 31st March 2008. All LTP capital funding can be carried forward from 2007/08 to enable completion of the scheme.

4. OFFICER ADVICE

- 4.1 The Cabinet notes the progress made and outstanding actions for delivering the Hartlepool Transport Interchange project.

CABINET

7 January 2008



Report of: Scrutiny Co-ordinating Committee

Subject: FINAL REPORT – REVIEW OF THE AUTHORITY'S POSTAL SERVICE.

1. PURPOSE OF REPORT

- 1.1 To present the findings of the Scrutiny Co-ordinating Committee following its review of the Authority's postal service.

2. SETTING THE SCENE

- 2.1 The processes involved in the opening, sorting, collection and delivery of the Authority's mail are all key components in the effective day to day operation of the organisation.
- 2.2 Over the recent years it has been evident that the volume of the Authority's incoming and outgoing mail is continuing to grow. Together with increased postal charges and bulk mailings there is a need to ensure that the Authority is providing the most cost effective and reliable service.
- 2.3 As such at a meeting of the Scrutiny Co-ordinating Committee held on 29 June 2007, Members agreed to include this issue as part of their Work Programme for 2007/08 informed by their recent experiences of the postal service.
- 2.4 Subsequently, at a meeting of Scrutiny Co-ordinating Committee held on 3 August 2007, the proposed Terms of Reference and Timetable for the undertaking of the scrutiny investigation were agreed, as outlined in paragraphs 3 and 4 of this report.

3. OVERALL AIM OF THE SCRUTINY INVESTIGATION

- 3.1 To review the operation of the Authority's postal service and identify potential service improvements.

4. TERMS OF REFERENCE FOR THE SCRUTINY INVESTIGATION

4.1 The Terms of Reference for the scrutiny investigation were as outlined below:-

- (a) To gain an understanding of Authority's postal service;
- (b) To gain an understanding of the processes involved in the distribution of the Authority's mail in relation to:-
 - (i) Internal Mail;
 - (ii) External Mail; and
 - (iii) Courier Service;
- (c) To identify whether efficiencies can be made in the effective delivery of the Authority's postal service; and
- (d) To identify potential service improvements to be adopted across the Authority

5. MEMBERSHIP OF THE SCRUTINY CO-ORDINATING COMMITTEE

5.1 The membership of the Committee was as detailed below:-

Councillors Akers-Belcher, Brash, R W Cook, S Cook, Fleet, Flintoff, James, Laffey, A E Lilley, G Lilley, A Marshall, Plant, Preece, Shaw, Simmons and Wright.

Resident Representatives: L Shields and I Ryder.

6. METHODS OF INVESTIGATION

6.1 Members of the Committee met formally between 3 August 2007 and 9 November 2007 to discuss and receive evidence relating to this Scrutiny Investigation and a detailed record of the issues raised during these meetings are available from the Council's Democratic Services.

6.2 A brief summary of the methods of investigation are outlined below:-

- (a) Verbal evidence (supported by a presentation and background papers) from the Authority's Central Services Manager;
- (b) Verbal evidence (supported by a presentation and background papers) from the Authority's Head of Procurement and Property Services;
- (c) Verbal evidence from Councillors; and

- (d) Briefing reports of the Scrutiny Manager that provided the relevant background information and key documentation.

7. FINDINGS

7.1 OVERVIEW OF THE AUTHORITY'S POSTAL SERVICE

- 7.2 By way of background information, Members were informed that all of the Authority's five Service Departments received and sent post from various Council buildings which overall equated to approximately 498,000 incoming items of post and 743,250 outgoing items of post (excluding bulk mailings) being handled by the Authority per annum.
- 7.3 In the region of 185 hours per week were allocated to general postal duties with approximately 26 individual staff dealing with the Authority's post on a daily basis.
- 7.4 With a net postal spend of approximately £130,000 per annum by the Authority, Members learnt that an end-to-end delivery service (from collection right through to delivery) had been provided by Royal Mail since its inception.
- 7.5 In addition to the service provided by Royal Mail, an internal Courier Service also operated centrally, with daily postal collections and deliveries to main council buildings, Councillors' homes (excluding Saturday and Monday) and Housing Hartlepool premises (as part of a Service Level Agreement). Other council premises such as schools and libraries also formed part of the service which operated on two to three occasions per a week along with special runs to neighbouring authorities on an ad hoc basis.

7.6 PROCESSES INVOLVED IN THE DISTRIBUTION OF THE AUTHORITY'S MAIL

- 7.7 Based on the evidence presented to the Committee, Members raised concerns that each of the Authority's five Service Departments operated their own procedures for dealing with their internal and external mail with the exception to the centrally managed Courier Service, mainly as a result of historic customs and practice.
- 7.8 By way of illustration, the internal and incoming mail to the Civic Centre was processed by the Chief Executive Department's Central Services staff who received and sorted post from Royal Mail into departmental duckets. Departments then collected their post and dealt with it in accordance with their own postal procedures. The Chief Executive Department's envelopes were then sorted into divisions/sections and the opening process began as outlined in **Table 1** overleaf:-

Table 1 – Chief Executive Department's Internal / Incoming Mail Postal Procedure

Envelopes Sorted by Division / Section	Opening Process
Members Services, Corporate Strategy and Press Office	Delivered unopened to Section and dealt with under their own procedures
Chief Executive, Finance, HR and Legal	Opened, date stamped (except for private and confidential items) and delivered to Section for distribution
Councillors	Delivered unopened to Councillors' Post Tray for delivery by couriers

7.9 The Committee drew particular attention to the procedure for Councillors post, given some individuals had recently encountered problems upon receipt of their post. A variety of examples were shared and in response to such concerns, assurances were provided by the responsible officer that revised procedures had since been implemented to ensure such errors were not repeated.

7.10 With regard to the Chief Executive Department's External / Outgoing Postal Procedure, Members were advised that all post was collected and distributed to the Divisions/Sections throughout the day or delivered to the Franking Room by individual Divisions/Sections. Postal items for other Departments, Divisions, or Sections were then sorted into the relevant Department's ductet. Items for the Courier Service were placed into the Courier Duckets and finally items for Councillors were delivered to a special tray at the Councillors duckets for distribution.

7.11 IDENTIFICATION OF POTENTIAL EFFICIENCIES / SERVICE IMPROVEMENTS

7.12 Members were encouraged to find that the Authority was well underway, as part of the wider Efficiencies Agenda, with the undertaking of a very comprehensive business process review of the Authority's postal service.

7.13 The Head of Procurement and Property Services informed the Committee that the review had three key areas as outlined below:-

(a) To review all post handling processes;

- (b) To review all policies to manage demand; and
 - (c) To review how the Authority purchased the service.
- 7.14 The review was to conclude its findings along with the identification of potential service improvements by April 2008.
- 7.15 The Committee was also informed that as of January 2006, the mail market was no longer the sole preserve of the Royal Mail (due to de-regulation), as some 17 businesses were now operating business mail services in direct competition with Royal Mail. As a result of the de-regulation this presented the Authority with options to change its current provider resulting in potential savings and further service improvements.
- 7.16 In addition to this, Members noted that there were other potential efficiencies and service improvements that could be implemented as outlined below, all of which would be considered as part of the review:-
- (a) the centralisation of postal duties;
 - (b) the standardisation of envelope size;
 - (c) to discourage the use of envelopes for Internal post and Councillors post with the exception of confidential items;
 - (d) the scanning of incoming mail at a central point;
 - (e) the various procurement options such as an alternative provider and the potential procurement of the service on a Tees Valley or North East wide basis;
 - (f) the use of standard class post;
 - (g) the reduction of the amount of undeliverable post;
 - (h) the use of bulk mailings; and
 - (i) to explore electronic ways of working such as application forms via the internet.
- 7.17 It was evident that throughout the investigation, that the saving opportunities available to the Authority were considerable by way of efficiency gains, some of which were cashable and others non-cashable. Although it was acknowledged that the overall value of the Authority's postal services was relatively small against the Authority's budget.

8. CONCLUSIONS

8.1 The Scrutiny Co-ordinating Committee concluded:-

- (a) That there was a need for a standard approach to be adopted throughout the Authority with regard to postal procedures;
- (b) That revised procedures had since been implemented to rectify the recent problems encountered by Members upon receipt of their mail;
- (c) That there are considerable saving opportunities to be made in efficiency gains and service improvements, some of which will be cashable upon completion of the business process review.

9. RECOMMENDATIONS

9.1 The Scrutiny Co-ordinating Committee has taken evidence from a wide range of sources to assist in the formulation of a balanced range of recommendations. The Committee's key recommendations to the Cabinet are as outlined below:-

- (a) That a standard approach be adopted throughout the Authority with regard to postal procedures;
- (b) That the Authority explores the feasibility of implementing where appropriate, the potential efficiencies and service improvements as outlined in paragraph 7.16 of this report within the timetable of the current business process review ;
- (c) That during the course of the business process review, consideration also be given to the benefits of utilising an alternative business mail provider together with the procurement of a shared service with neighbouring local authorities; and
- (d) That consideration is given to packaging the contracts for the delivery of Authority's postal services in such a way as to provide for in-town and out-of-town services.

10. ACKNOWLEDGEMENTS

10.1 The Committee is grateful to all those who have presented evidence during the course of this Scrutiny Investigation. We would like to place on record our appreciation, in particular of the willingness and co-operation we have received from the below named:-

Hartlepool Borough Council's Head of Procurement and Property Services;

Hartlepool Borough Council's Central Services Manager;

Councillors (who shared their experiences of the Authority's postal service during the undertaking of the Scrutiny Investigation)

**COUNCILLOR MARJORIE JAMES
CHAIR OF SCRUTINY CO-ORDINATING COMMITTEE**

October 2007

Contact:- Charlotte Burnham – Scrutiny Manager
Chief Executive's Department - Corporate Strategy
Hartlepool Borough Council
Tel: 01429 523 087
Email: charlotte.burnham@hartlepool.gov.uk

BACKGROUND PAPERS

The following background papers were consulted or referred to in the preparation of this report:-

- (i) Report of the Scrutiny Manager entitled 'Scrutiny Investigation into the Authority's Postal Service – Scoping Report' presented to the Scrutiny Co-ordinating Committee held on 3 August 2007;
- (ii) Report of the Scrutiny Manager entitled 'Review of the Authority's Postal Service – Setting the Scene Presentation – Covering Report' presented to the Scrutiny Co-ordinating Committee held on 3 August 2007;
- (iii) Presentation of the Authority's Central Services Manager entitled 'Postal Arrangements Across the Council' delivered to the Scrutiny Co-ordinating Committee held on 3 August 2007;
- (iv) Report of the Scrutiny Manager entitled 'Review of the Authority's Postal Service – Presentation on the Work of the Authority's Corporate Efficiencies Group: Covering Report' presented to the Scrutiny Co-ordinating Committee held on 14 September 2007;
- (v) Presentation of the Authority's Head of Procurement and Property Services entitled 'Postal Services and Potential Efficiencies' delivered to the Scrutiny Co-ordinating Committee held on 14 September 2007; and
- (vi) Minutes of the meetings of the Scrutiny Co-ordinating Committee held on 3 August 2007, 14 September 2007 and 9 November 2007.

CABINET REPORT

7 January 2008



Report of: **Head of Procurement and Property Services /
Chief Personnel Officer**

Subject: **SCRUTINY INVESTIGATION INTO THE REVIEW OF
THE AUTHORITY'S POSTAL SERVICE –
ACTION PLAN**

SUMMARY

1. **PURPOSE OF REPORT**

- 1.1 To agree an Action Plan in response to the findings and subsequent recommendations of the Scrutiny Co-ordinating Committee's investigation into the Review of the Authority's Postal Service.

2. **SUMMARY OF CONTENTS**

- 2.1 The report provides brief background information on the Review into the Authority's Postal Service Scrutiny Investigation and provides a proposed Action Plan (**Appendix A**) in response to the Committee's recommendations.

3. **RELEVANCE TO CABINET**

- 3.1 To assist the Cabinet in its determination of either approving or rejecting the proposed recommendations of the Scrutiny Co-ordinating Committee, attached as **Appendix A** is the proposed Action Plan for the implementation of these recommendations which has been prepared in consultation with the appropriate Portfolio Holder(s).

4. **TYPE OF DECISION**

- 4.1 Non-Key.

5. DECISION MAKING ROUTE

- 5.1 The Action Plan and the progress of its implementation will be reported to the Scrutiny Co-ordinating Committee on 8 February 2008 (subject to availability of the appropriate Portfolio Holder(s)).

6. DECISION REQUIRED

- 6.1 That Members of the Cabinet approve the Action Plan (**Appendix A refers**) in response to the recommendations of the Scrutiny Co-ordinating Committee investigation into the Review of the Authority's Postal Service.

OVERVIEW AND SCRUTINY ENQUIRY ACTION PLAN

NAME OF FORUM: Scrutiny Co-ordinating Committee

NAME OF SCRUTINY ENQUIRY: Review of the Authority's Postal Service

DECISION MAKING DATE OF FINAL REPORT: Cabinet on 7 January 2008

	RECOMMENDATION	EXECUTIVE RESPONSE / PROPOSED ACTION	LEAD OFFICER	DELIVERY TIMESCALE
(c)	That during the course of the business process review, consideration also be given to the benefits of utilising an alternative business mail provider together with the procurement of a shared service with neighbouring local authorities.	Undertake an option appraisal and procurement exercise for the provision of mail services, with potential for extending delivery timescale, if required, for a Tees Valley Shared Service.	Graham Frankland	April 2008
(d)	That consideration is given to packaging the contracts for the delivery of the Authority's postal services in such a way as to provide for in-town and out-of-town services.	Consider options for the delivery of in and out-of-town services as part of the procurement and efficiency programme work in (b) and (c).	Graham Frankland / Christine Armstrong	July 2008