

# **NEIGHBOURHOOD SERVICES COMMITTEE**

## **MINUTES AND DECISION RECORD**

24 March 2025

The meeting commenced at 5.00 pm in the Civic Centre, Hartlepool.

**Present:**

Councillor: Karen Oliver (In the Chair)

Councillors: Ben Clayton, Christopher Wallace and Mike Young

Also Present: Councillor Dunbar as substitute for Councillor Male in accordance with Council Procedure Rule 4.2

Parish Council Representatives:

Lyn Noble, Dalton Piercy Parish Council  
Stephen Smith, Greatham Parish Council

Officers: Tony Hanson, Executive Director of Development, Neighbourhoods and Regulatory Services  
Kieran Bostock, Assistant Director, Neighbourhood Services  
Sylvia Pinkney, Assistant Director, Regulatory Services  
Phil Hepburn, Community Safety and Operations Manager  
Steve Hilton, Communications and Marketing Team  
Angela Armstrong, Principal Democratic Services and Legal Support Officer

#### **44. Apologies for Absence**

Apologies for absence were received from Councillors Fiona Cook, Sue Little and Corinne Male.

#### **45. Declarations of Interest**

None.

#### **46. Minutes of the meeting held on 27 February 2025**

Received.

Councillor Mike Young thanked the Committee for the well wishes he received during his recent ill-health.

**47. Local Transport Plan Programme** (*Assistant Director, Neighbourhood Services*)

**Type of decision**

Budget and Policy Framework

**Purpose of report**

To inform the Neighbourhood Services Committee of the current position with the Local Transport Delivery Plan, progress made under the delivery programme during 2024/25 and set the financial allocations for 2025/26.

**Issue(s) for consideration**

The current Local Transport Plan (LTP) covers the period 2011-2026 and sets out how a safe and sustainable transport system can be delivered within Hartlepool. The LTP was aligned with key regional strategies and local development frameworks. The Tees Valley Combined Authority's Strategic Transport Plan covers the period up to 2030 with the vision "To provide a high quality, quick, affordable, reliable, low carbon and safe transport network for people and freight to move within, to and from the Tees Valley". In addition, it compliments the work of the Tees Valley Bus Service Improvement Plan and City Regional Sustainable Transport Settlement to ensure the transportation needs of the Borough can be accommodated.

The works undertaken in 2024/25 are shown at Appendix 2 along with proposed breakdowns for 2025/26 (subject to further committee reports where necessary).

In response to a question from a Member, the Assistant Director, Neighbourhood Services confirmed that low maintenance options for cycle tracks were being explored for future use. A member of the public raised some highway maintenance issues and Officers confirmed that there was an inspection programme in place but that an additional inspection of the areas would be undertaken.

**Decision**

- (i) The works/schemes delivered during 2024/25 were noted.
- (ii) The anticipated budget breakdown for 2025/26 was approved.

**48. Proposed Cycleway Schemes** (*Assistant Director, Neighbourhood Services*)

**Type of decision**

Key Decision.

### **Purpose of report**

To seek approval for three cycleway schemes to give improved connectivity for active travel around the borough. The three routes were:

- 1) Town Centre to Catcote Road.
- 2) Town Centre to Waterfront.
- 3) Town Centre to the Headland.

### **Issue(s) for consideration**

The Local Cycling and Walking Infrastructure Plan (LCIWP) identified a number of key corridors where improved sustainable travel facilities would be beneficial. The schemes identified will allow for segregated and safer cycleway links which, alongside the existing network will connect large parts of the borough and were in compliance with Active Travel England's design code. Further details were included in report of the schemes identified.

It was noted that all three schemes will be funded through Department for Transport funding, allocated via Tees Valley Combined Authority and this represents a significant investment into Hartlepool's cycle network. The estimated cost for all three schemes is £9.2m and works were anticipated to commence in September 2025. Consultation on the plans had been undertaken and a summary of the comments/responses received were included in the report.

The Chair was pleased to highlight the fact that investment of £9.2m had been secured to invest in sustainable travel across the town. In response to a Member seeking clarification, the Assistant Director, Neighbourhood Services confirmed that the design of all cycle lanes were segregated and complied to Active England design standards.

### **Decision**

The delivery of the proposed cycleway schemes at Town Centre to Catcote Road, Town Centre to the Waterfront and Town Centre to the Headland was approved.

## **49. Enforcement Performance Report** (*Assistant Director, Regulatory Services*)

### **Type of decision**

For information.

### **Purpose of report**

To provide an update on the work and activity undertaken by Civil Enforcement Officers within the Community Safety Team.

### **Issue(s) for consideration**

It was reported that the Civil Enforcement Officers investigate and enforce a wide range of duties. It was noted that the report excluded the performance outcomes of those traffic and parking contraventions issued under the Traffic Management Act as this is published separately within an Annual Parking report. Details of the role of the Civil Enforcement Officers were included in the report along changes to the staffing compliment of Civil Enforcement Officers. Attached at Appendix A were details of the team's enforcement activities during the period 1 April 2023 - 31 March 2024. The Assistant Director, Regulatory Services informed Members that going forward the format of the reports on enforcement performance was currently under review.

The Chair acknowledged the huge challenges faced by the Enforcement Team in relation to fly tipping, dog fouling, anti-social behaviour along with many other issues. In addition, the Chair was pleased to note that the format of the reporting of performance was under review and was hopeful that this would provide more comprehensive data to enable Members to be more astute in directing policy. In response to a question from a Member, the Assistant Director, Regulatory Services indicated that some notifications received were duplicates in the way they were recorded such as when slightly different descriptions were provided. A discussion ensued on graffiti on bus shelters and the Assistant Director, Neighbourhood Services indicated that he would arrange for inspections of any vandalised bus shelters that were maintained by the Council.

In response to a number of questions raised on fly-tipping, the Assistant Director, Neighbourhood Services confirmed that a significant number of incidents of fly-tipping were reported to the Council on a daily basis. The reports were prioritised and investigated where there was the potential to retrieve evidence of the perpetrator. The incidents where it was unlikely that any evidence would be retrieved were forwarded directly to the Cleansing Team to be dealt with. The Chair confirmed that the Enforcement Team worked really hard dealing with all the reports received and work was ongoing to review ways of reporting and dealing with incidents. It was highlighted that education was very important as the fundamental issue with fly-tipping, littering etc was the people who were responsible for it. The Big Town Tidy Up initiative was a huge success and those involved were commended for it. The Assistant Director, Regulatory Services confirmed that for 2023-24 there were currently 16 cases of enforcement action being progressed within the Legal Division with a view to pursuing prosecutions.

The Assistant Director, Neighbourhood Services provided clarification on a number of enforcement issues that were raised by the public in attendance.

**Decision**

The report was noted.

**50. Any Other Items which the Chairman Considers are Urgent**

The Chairman ruled that the following items of business should be considered by the Committee as a matter of urgency in accordance with the provisions of Section 100(B) (4)(b) of the Local Government Act 1972 in order that the matter could be dealt with without delay.

**Minute 51 – Warm Homes Local Grant**

**Minute 52 – Rossmere Way Speeding Concerns**

**51. Warm Homes Local Grant**

The Executive Director of Development, Neighbourhoods and Regulatory Services informed Members that notification has just been received that the Council had been successful in securing a £2.391m Warm Homes Local Grant to be used across the next 3 years to improve the energy efficiency of homes. Members were requested to approve the acceptance of this grant in order that planning of the work can commence on 1 April 2025.

The Chair requested that a report be submitted to the Committee early in the new municipal year with a progress update.

**Decision**

The Warm Homes Local Grant of £2.391m was approved.

**52. Rossmere Way Speeding Concerns**

A member of the public raised concerns with speeding along Rossmere Way and noted that this had been an issue for some time. The Assistant Director, Neighbourhood Services confirmed that Cleveland Police were aware of these concerns and were monitoring this regularly. It was noted that a refresh of accident statistics would be undertaken and reported to Committee in the new municipal year and this area may then be flagged up as an area for action.

In addition to this, it was questioned why the roads surrounding Rossmere Primary School were not designated as 20mph zones. The Assistant Director, Neighbourhood Services indicated that this will be reviewed in the new municipal year.

## **Decision**

The issues raised were noted.

The meeting concluded at 6.00pm

**H MARTIN**

**DIRECTOR OF LEGAL, GOVERNANCE AND HUMAN RESOURCES**

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