

NEIGHBOURHOOD SERVICES SCRUTINY FORUM AGENDA



Wednesday 18th June 2008

at 4.00pm

**in Committee Room B
Civic Centre, Hartlepool**

MEMBERS: NEIGHBOURHOOD SERVICES SCRUTINY FORUM:

Councillors Akers-Belcher, Barker, R W Cook, Cranney, Gibbon, Worthy, Wright and Young (1 vacancy for admin group)

Resident Representatives: To be elected

1. APOLOGIES FOR ABSENCE

2. TO RECEIVE ANY DECLARATIONS OF INTEREST BY MEMBERS

3. MINUTES

3.1 To confirm the minutes of the meeting held on 27 March 2008

4. RESPONSES FROM THE COUNCIL, THE EXECUTIVE OR COMMITTEES OF THE COUNCIL TO FINAL REPORTS OF THIS FORUM

No items.

5. CONSIDERATION OF REQUEST FOR SCRUTINY REVIEWS REFERRED VIA SCRUTINY CO-ORDINATING COMMITTEE

No items.

6. CONSIDERATION OF PROGRESS REPORTS/BUDGET AND POLICY FRAMEWORK DOCUMENTS

No items.

7. ITEMS FOR DISCUSSION

- 7.1 The Role of the Neighbourhood Services Scrutiny Forum – *Scrutiny Manager*
- 7.2 Six Monthly Monitoring of Agreed Neighbourhood Services Scrutiny Forum's Recommendations – *Scrutiny Manager*
- 7.3 Determining the Scrutiny Forum's Work Programme for 2008/2009 – *Scrutiny Manager*

8. ISSUES IDENTIFIED FROM FORWARD PLAN

9. ANY OTHER ITEMS WHICH THE CHAIRMAN CONSIDERS ARE URGENT

ITEMS FOR INFORMATION

Date of next meeting Wednesday 9 July 2008 at 4.00 pm in Committee Room B

NEIGHBOURHOOD SERVICES SCRUTINY FORUM

MINUTES

27 March 2008

The meeting commenced at 5.30pm in the Civic Centre, Hartlepool

Present:

Councillor: Stephen Akers-Belcher (In the Chair)

Councillors: Rob W Cook, Bob Flintoff, Sheila Griffin, Carl Richardson,
Christopher Simmons and Mike Turner

Resident Representatives:

Ann Butterfield and Linda Shields

Officers:

Charlotte Burnham, Scrutiny Manager
James Walsh, Scrutiny Support Officer
Alistair Smith, Head of Technical Services
Angela Hunter, Principal Democratic Services Officer

83. Apologies for Absence

Apologies for absence were received from Councillors Steve Gibbon and Gordon Henery.

84. Declarations of interest by Members

None.

85. Minutes of the meeting held on 27 February and 3 March 2008

Confirmed.

86. Responses from the Council, the Executive or Committees of the Council to Final Reports of this Forum

None.

87. Consideration of request for scrutiny reviews referred via Scrutiny Co-ordinating Committee

None.

88. Consideration of progress reports/budget and policy framework documents

None.

89. Transportation Links to Hospital Services and Neighbourhood Services Department Transport Provision – Social Enterprise (*Scrutiny Support Officer*)

The Scrutiny Support Officer presented a report which provided Members with background information relating to Social Enterprise as part of their investigation into 'Transportation Links to Hospital Services and Neighbourhood Services Department Transport Provision'. It was noted that verbal evidence provided by the Hartlepool Voluntary Development Association (HVDA) was that there were currently very little social enterprise schemes relating to transportation services operating in Hartlepool. However, should the opportunity arise for the development of a social enterprise scheme, the HVDA feel that their Members would be interested and able to respond.

Decision

Members noted the report.

90. Transportation Links to Hospital Services and Neighbourhood Services Transport Provision – Final Report (*Neighbourhood Services Scrutiny Forum*)

The Scrutiny Support Officer presented a report which outlined the findings of the Neighbourhood Services Scrutiny Forum following its investigation into Transportation Links to Hospital Services and Neighbourhood Services Transport Provision.

During the course of the investigation Members had considered evidence from a range of sources, within the tight timescales prescribed for this investigation. These included:-

- (a) Detailed reports from Hartlepool Borough Council Officers which were enhanced with verbal evidence;
- (b) Evidence provided by the Portfolio Holder for Neighbourhoods and Communities;
- (c) Presentations and verbal evidence from representatives from North Tees and Hartlepool NHS Foundation Trust;
- (d) Verbal evidence from North Tees and Hartlepool NHS Foundation Trust Patient and Public Involvement (PPI) Forum and Hartlepool Primary Care PPI Forum;
- (e) Site visits by Members to experience transport issues that Hartlepool users may have trying to access hospital services at University Hospital of North Tees, University of Hospital of Hartlepool and/or James Cook University Hospital;
- (f) Written and verbal evidence from the Tees Valley Health and Transport Partnership;
- (g) Detailed presentation and verbal response from the Tees Valley Joint Strategy Unit;
- (h) Written and verbal evidence from the North East Ambulance Service NHS Trust (NEAS
- (i) Verbal Evidence from the Town's Member of Parliament; and
- (j) Focus Group held with the members of the public at the University Hospital of Hartlepool on 11 February 2008.

Based on the evidence considered during the investigation, Members discussed the following recommendations to the Cabinet/NHS bodies as detailed in the report:-

Hartlepool Borough Council

- (a) That consideration is given to extending the Authority's current concessionary travel scheme to cover free bus usage for carers accompanying disabled people;
- (b) That the Council works in partnership with neighbouring Local Authorities, the local PCTs and Foundation Trusts to produce a 'User's Guide for Transport to Healthcare' that provides useful information on public transport available to health care locations and concessionary

care schemes available;

- (c) That the Council further promotes the use of established community transport schemes in operation locally, including maximising efficiencies through the proposed Integrated Transport Unit, to enable people who are unable to use, or have difficulty to access public transport;
- (d) That the Council explores opportunities to secure the long-term operation of the Health Bus Service, that currently operates between the University of Hartlepool and University Hospital of North Tees sites;
- (e) That the Council explores opportunities of developing a social enterprise scheme with the third sector to improve access to healthcare services;
- (f) That the current bus service timetable information provided in Hartlepool be further improved such as timetables at bus stops and travel information at healthcare sites;

Hartlepool PCT

- (g) That the Hartlepool PCT rolls out a communication programme that ensures all front line staff are made fully aware of the Hospital Travel Cost Scheme and how its is administered;
- (h) That the Hartlepool PCT ensures that the Hospital Travel Cost Scheme is more widely publicised to patients and the public with information on the scheme in particular the eligibility criteria being made readily available in a variety of locations;
- (i) That to ensure that the Hospital Travel Costs Scheme runs effectively together with easier access to healthcare premises, that Hartlepool PCT works with the Council in the identification and development of local and integrated transport strategies; and

North Tees and Hartlepool NHS Foundation Trust

- (j) That the North Tees and Hartlepool NHS Foundation Trust works with Hartlepool Borough Council and affected neighbouring authorities in assessing the accessibility of any proposed new hospital site.

A resident representative informed the Forum that the PPI forums would cease to exist on 31 March 2008 and that until Hartlepool LINK was formed, a hospital user group would meet and be facilitated by the hospital and as a representative on this group, she would ensure that the recommendations from this investigation would be reported to this group. The Head of Technical Services informed Members that joint meetings were arranged with the Integrated Transport Unit and North Tees and Hartlepool NHS Trust management to consider transport arrangements to their facilities.

It was noted that there were a number of people with serious needs for transport to hospital services and that more imaginary solutions should be explored. A discussion ensued on the use of volunteers to provide a transport service to local hospitals and it was recognised that there were a number of issues to be considered in relation to this option, including criminal bureau checks, vehicle checks and the need to ensure that an effective service can be delivered for vulnerable people.

The Head of Technical Services indicated that the majority of hospital users/visitors preferred to use their own transport. Members were informed that the Integrated Transport Unit would be working in partnership with local bus companies and other local authorities in the Tees Valley with a view of securing the joint procurement of public transport on less viable routes, including routes to all Tees Valley hospitals.

Decision

That the recommendations of the Forum's investigation into Transportation Links to Hospital Services and Neighbourhood Services Transport Provision, as set out above, be approved and the final report of the Forum be forwarded to the Scrutiny Coordinating Committee on 18 April 2008.

STEPHEN AKERS-BELCHER

CHAIRMAN

NEIGHBOURHOOD SERVICES SCRUTINY FORUM

18 JUNE 2008



Report of: Scrutiny Manager

Subject: THE ROLE OF THE NEIGHBOURHOOD SERVICES
SCRUTINY FORUM

1. PURPOSE OF REPORT

- 1.1 To give an overview of the role and functions of the Neighbourhood Services Scrutiny Forum.

2. BACKGROUND INFORMATION

- 2.1 The Council's approach to Overview and Scrutiny has been informed by government guidance, best practice nationally and experience of what works locally to ensure that the Scrutiny Forum's operate in an optimum scrutiny structure that will enable the Forums to add value and improve services for the residents of Hartlepool.
- 2.2 The role of the Scrutiny Co-ordinating Committee is briefly discussed in the following section. Following this in section 4, there is a more detailed description of the roles and functions of this forum.

3. ROLE AND FUNCTIONS OF THE SCRUTINY CO-ORDINATING COMMITTEE

- 3.1 The membership of the Scrutiny Co-ordinating Committee reflects both the Council's political make-up and the five standing Scrutiny Forums (which are equally represented on the Committee). A total of sixteen Elected Members serve on the Committee, consisting of the Chair (appointed by Council) and the Chair, Vice-Chair and one other Members from each of the five standing Forums. In addition to this, three Resident representatives are also co-opted onto the Committee, one from each Neighbourhood Consultative Forum.
- 3.2 This approach enables the Scrutiny Co-ordinating Committee to draw on the experience of a variety of Members, represent a cross-section of political views and equally represent each of the four standing Forums. The Scrutiny Co-ordinating Committee is responsible for the overall management of Overview and Scrutiny within the Authority. Other authorities' experience of scrutiny appears to have benefited from the establishment of such a body.

Given the increasing importance of the scrutiny role under the new arrangements and the likely increase in workload of the scrutiny function the role of the Scrutiny Co-ordinating Committee is invaluable. The main roles and functions of the committee are as follows:-

- (i) To work with the five Forums to decide an annual Overview and Scrutiny Work Programme, including the programme of any ad-hoc forum that it appoints, to ensure that there is efficient use of the forums and that the potential for duplication of effort is minimised;
- (ii) To lead the involvement of Overview and Scrutiny in the development of the budget and the plans and strategies that make up the policy framework and to delegate issues for consideration to the Forums;
- (iii) Where matters fall within the remit of more than one Overview and Scrutiny Forum, to determine which of them will assume responsibility for any particular issue and to resolve any issues of dispute between overview and scrutiny Forums;
- (iv) To receive requests from Members, the Executive and / or the Full Council for items to be considered by Overview and Scrutiny Forums and to allocate them, if appropriate to one or more Overview and Scrutiny Forum;
- (v) To put in place and maintain a system to ensure reports from Overview and Scrutiny to the Executive are managed efficiently and do not exceed any limits set out in the Constitution (this includes making decisions about the priority of reports, if the volume of such reports creates difficulty for the management of Executive business or jeopardises the efficient running of the Council business); and
- (vi) To exercise the power of call-in in relation to Executive decisions made as set out in Section 21 (3) of the Local Government Act 2000, or allocate them to the appropriate overview and scrutiny forum for consideration.

4. FUNCTIONS OF OVERVIEW AND SCRUTINY FORUMS

4.1 The five standing Overview and Scrutiny Forums have three main functions and these are set out in the following paragraphs:-

(a) Policy Development and Review

Overview and Scrutiny Forums may:

- (i) Assist the Council and the Executive in the development of the budget and policy framework by in-depth analysis of policy issues;
- (ii) Conduct research, community and other consultation in the analysis of policy issues and possible options;

- (iii) Consider and implement mechanisms to encourage and enhance community participation in the development of policy options;
- (iv) Question members of the Executive and Chief Officers about their views on issues and proposals affecting the area; and
- (v) Liaise with other external organisations operating in the area, whether national, regional or local, to ensure that the interests of local people are enhanced by collaborative working.

(b) Scrutiny

Overview and Scrutiny Forums may:

- (i) Review and scrutinise the decisions of the Executive and Chief Officers both in relation to individual decisions and their overall strategic direction;
- (ii) Review and scrutinise the work of the Council in relation to its policy objectives, performance targets and/or particular service areas;
- (iii) Question members of the Executive and Chief Officers about their decisions, whether generally in comparison with the service plans and targets over a period of time, or in relation to particular decisions, initiatives or projects;
- (iv) Review and scrutinise the performance of other public bodies in the area, requesting them to attend and address relevant scrutiny forums to speak about their activities and performance;
- (v) Investigate other issues of local concern, outside the control of the Council and other public bodies in the area, and make recommendations to the Council, the Executive and / or other organisations arising from the outcome of the scrutiny process;
- (vi) Question and gather evidence from any person (with their consent); and
- (vii) Make recommendations to the executive and / or the council arising from the outcome of the scrutiny process.

(c) Finance

Overview and Scrutiny Committees may exercise overall responsibility for the finances made available to them. This presently consists of a dedicated overview and scrutiny budget of 50k. Applications for funding must be made through Scrutiny Co-ordinating Committee.

5. THE REMIT OF THIS FORUM

- 5.1 The strategic direction of the Scrutiny Forums will be to assess, monitor and advise on the Council's progress towards the 7 priority aims of the Community Strategy whilst the operational direction of the individual Scrutiny Forums will be governed by the remits outlined in the Constitution.

The remit of the Neighbourhood Services Scrutiny Forum is as follows:-

'To consider issues relating to property, technical services, environmental services, emergency planning, public protection and housing.'

- 5.2 There will be, however, from time to time, issues that could be considered by more than one Forum and it will be for the Scrutiny Co-ordinating Committee to determine which forum should examine a particular issue. It is also open to the Scrutiny Co-ordinating Committee to appoint ad hoc forums. For example, where an issue comes within the remit of two scrutiny forums, the Scrutiny Co-ordinating Committee could decide to establish an ad hoc forum made up of four Members from each of those two Forums.

6. SCHEDULE OF FORUM DATES FOR 2008/09

- 6.1 Detailed below, for Members information, are the meeting dates scheduled so far for the Neighbourhood Services Scrutiny Forum in 2008/09. Please note that all scheduled meetings will commence at 4.00pm, in various venues across the town, with the capacity for additional meetings to be arranged where required to accommodate the needs of individual inquiries.

Wednesday, 9 July 2008;
Wednesday, 13 August 2008;
Wednesday, 24 September 2008; and
Wednesday, 29 October 2008.

7. CONCLUSIONS

- 7.1 No specific action is required as a result of this report, however Members may have questions about the role of the Forum.

BACKGROUND PAPERS

The following background paper was used in the preparation of this report:-

- i) Hartlepool Borough Council Constitution.

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NEIGHBOURHOOD SERVICES SCRUTINY FORUM

18 June 2008



Report of: Scrutiny Manager

Subject: SIX MONTHLY MONITORING OF AGREED
NEIGHBOURHOOD SERVICES SCRUTINY
FORUM'S RECOMMENDATIONS

1. PURPOSE OF REPORT

- 1.1 To provide Members with the six monthly progress made on the delivery of the agreed scrutiny recommendations of this Forum.

2. BACKGROUND INFORMATION

- 2.1 As Members will be aware, Scrutiny Co-ordinating Committee on the 21 November 2007 approved the introduction of an electronic database to monitor the delivery of agreed scrutiny recommendations since the 2005/06 Municipal Year. Approval was also given for the introduction of a standardised six monthly cycle for the submission of progress reports to each Scrutiny Forum (June and December).
- 2.2 The newly created electronic database, to be known as the Scrutiny Monitoring Database, will run along the same principles as the Authority's former Corporate Performance Management Database and in addition to provision of standardised six monthly monitoring reports, as detailed above, will provide the Scrutiny Co-ordinating Committee with a breakdown of progress against all Scrutiny Forums' recommendations on an Annual basis (July). The introduction of the new database will also provide the ability to produce 'real time' information of the progression of recommendations upon request.
- 2.3 In accordance with the agreed procedure, this report provides for Members information details of progress made against each of the investigations undertaken by the Forum. Attached as **Appendix A** is a Summary Report that breaks down progress made by investigation and **Appendix B**, provides a detailed explanation of progress made against each recommendation.

3. RECOMMENDATIONS

- 3.1 That progress against the Neighbourhood Services Scrutiny Forum's agreed recommendations, since the 2005/06 Municipal Year, be noted and explored further where appropriate.

Contact Officer:- Charlotte Burnham – Scrutiny Manager
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BACKGROUND PAPERS

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

Scrutiny Enquiry Summary Report**Appendix A****Neighbourhood Services Scrutiny Forum****20mph Speed Limit Zones Outside of Schools**

G Target achieved	15
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Hartlepool's Local Bus Service Provision

G Target achieved	14
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A Expect to achieve target	2
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Public Convenience Provision in Hartlepool

R Not expected to achieve target	3
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? No update provided	2
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G Target achieved	23
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A Expect to achieve target	1
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Performance and Operation of Private Rented Accommodation and Landlords

R Not expected to achieve target	1
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? No update provided	1
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G Target achieved	12
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A Expect to achieve target	5
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School Meals

G Target achieved	4
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A Expect to achieve target	1
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Transportation Links to Hospital Services & Neighbourhood Services Dept.

? No update provided	10
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Scrutiny Recommendations Monitoring Report

June 2008

Department: *

Division: *

Scrutiny: Neighbourhood Services Scrutiny Forum

Scrutiny Enquiry: *

?	No update provided	10	13.5%
	Neighbourhood Services Scrutiny Forum	10	
R	Not expected to achieve target	3	4.1%
	Neighbourhood Services Scrutiny Forum	3	
A	Expect to achieve target	5	6.8%
	Neighbourhood Services Scrutiny Forum	5	
G	Target achieved	56	75.7%
	Neighbourhood Services Scrutiny Forum	56	
Total No. of Actions		74	

Scrutiny Recommendations Monitoring Report

June 2008

Progress	Rec. No.	Recommendation	By When / Milestone	Update on progress	Lead Officer
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recommendation sb form **Recommendation:**

NS/05-6/1a That the Authority compiles a 20 mph Speed Limit Zones Policy upon completion of a thorough consultation exercise with members of the public and partners which includes:-

- (i) An agreed criteria for the implementation of mph speed limit zones outside of schools within Hartlepool;
- (ii) Alternative traffic calming/road safety measures that may be implemented at sites that are deemed inappropriate for 20 mph speed limit zones;
- (iii) Proposals to tackle issues of enforcement and prosecution;
- (iv) Schemes and initiatives to educate children, parents, teachers and residents about road safety; and a

G	NS/05-6/1a	Compiles a 20 mph Speed Limit Zones Policy.	October 2006	Policy is complete and available for public viewing. A number of queries have also been received from other authorities looking to follow suit and introduce a similar policy.	Peter Frost
		Consultation closed 29 September.			
		Any amendments required as a result of the consultation will be completed by the end of October 2006			

recommendation sb form **Recommendation:**

NS/05-6/1b That the Authority continues to strengthen links/working relationships with the emergency services, public transport operators, Northern Region Road Safety Engineering Group, Cleveland Safety Camera Partnership and the Cleveland Casualty Reduction Group.

G	NS/05-6/1b(i)	The Council continues to work with its partners in this respect.	December 2007	Process in place	Peter Frost

Scrutiny Recommendations Monitoring Report

June 2008

Progress	Rec. No.	Recommendation	By When / Milestone	Update on progress	Lead Officer
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*recommendation sb form****Recommendation:*****NS/05-6/1b**

That the Authority continues to strengthen links/working relationships with the emergency services, public transport operators, Northern Region Road Safety Engineering Group, Cleveland Safety Camera Partnership and the Cleveland Casualty Reduction Group.

NS/05-6/1b(ii)

G

Members of the North Neighbourhood Consultative Forum share the concerns of the Scrutiny Forum and approved funding for a 20mph scheme to be implemented outside of Clavering Primary School. The 20mph limit and associated traffic calming at Clavering was introduced in April this year.

April 2006 Completed

Peter Frost

NS/05-6/1b(iii)

G

Funding has also been allocated by New Deal for Communities for 20mph schemes outside of Lynnfield and Stranton Primary Schools to be implemented this financial year.

March 2007 Schemes complete.

Peter Frost

NS/05-6/1b(iv)

G

The Council has strong links with the emergency services and bus companies who have been kept up to date with the Scrutiny inquiry through the Council's Traffic Liaison Group. The list of appropriate schools was agreed with them through this group.

December 2006 Process in place

Peter Frost

Scrutiny Recommendations Monitoring Report

June 2008

Progress	Rec. No.	Recommendation	By When / Milestone	Update on progress	Lead Officer
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*recommendation sb form**Recommendation:***NS/05-6/1b**

That the Authority continues to strengthen links/working relationships with the emergency services, public transport operators, Northern Region Road Safety Engineering Group, Cleveland Safety Camera Partnership and the Cleveland Casualty Reduction Group.

NS/05-6/1b(v)

G

Links with other partners continue to be strengthened in the common aim of casualty reduction. An Accident Investigation Group has been set up, with the aim of looking at road casualty data in more detail, to try and achieve a further reduction in casualties. The Group currently comprises Council Traffic and Road Safety staff, but is planned to expand to include officers from the Road Policing Unit.

December 2006 Process in place

Peter Frost

*recommendation sb form**Recommendation:***NS/05-6/1c**

That the Authority monitors and evaluates any 20 mph speed limit zones that are implemented at regular intervals.

NS/05-6/1c(i)

G

Hartlepool's first 20mph limit was introduced in February outside of Rift House Primary School. Concerns have since been raised that the speed cushions installed do not slow traffic down to an acceptable level. A further speed survey is to be undertaken to determine whether this is the case and the results should be available for the meeting.

December 2006 Speed cushions were modified following further survey work.

Peter Frost

Scrutiny Recommendations Monitoring Report

June 2008

Progress	Rec. No.	Recommendation	By When / Milestone	Update on progress	Lead Officer
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*recommendation sb form**Recommendation:***NS/05-6/1c**

That the Authority monitors and evaluates any 20 mph speed limit zones that are implemented at regular intervals.

G

NS/05-6/1c(ii)

Follow up speed surveys indicated that the speed cushions outside of Rift House Primary School are not slowing traffic to an acceptable level for a 20mph limit. The site is currently being investigated to determine a way to modify the cushions to resolve this issue.

December 2006 Speed cushions were modified following further survey work.

Peter Frost

G

NS/05-6/1c(iii)

A vehicle activated sign has also been installed outside of Fens Primary School and again, a follow up speed survey will be carried out to determine its effect.

December 2006 Surveys showed that the vehicle activated sign has had some effect in reducing vehicle speeds.

Peter Frost

G

NS/05-6/1c(iv)

Speed survey results from Fens Primary should be available for the meeting.

September 2006 Complete

Peter Frost

G

NS/05-6/1c(v)

Road casualty data will also continue to be monitored outside of schools.

December 2006 Process in place

Peter Frost

Scrutiny Recommendations Monitoring Report

June 2008

Progress	Rec. No.	Recommendation	By When / Milestone	Update on progress	Lead Officer
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*recommendation sb form**Recommendation:***NS/05-6/1d**

That the Authority considers a number of 20 mph speed limit zones pilot schemes outside of schools within Hartlepool.

G

NS/05-6/1d(i)

A budget of £20,000 has been set aside from the Local Transport Plan for this financial year and the following 4 years, which should allow 2 schools to be treated each year.

December 2006 Ongoing. Manor and High Tunstall schemes will be implemented by the end of the year. Process in place.

Peter Frost

Members of the Neighbourhood Services Scrutiny Forum on the 21 April 2006 selected Manor College and High Tunstall School as the two locations for schemes to be implemented this financial year. Draft scheme designs should be available for the meeting for Members information.

Frost

G

NS/05-6/1d(ii)

It was also agreed at the meeting of 21 April that a list of schemes for future years would be produced for the Forums consideration. A list of suggestions is attached at Appendix B.

September 2006 Completed and submitted to the Forum on the 20 Sept 2006

Peter

Scrutiny Recommendations Monitoring Report

7.2

June 2008

Progress	Rec. No.	Recommendation	By When / Milestone	Update on progress	Lead Officer
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*recommendation sb form****Recommendation:*****NS/05-6/1e****That the Authority addresses road safety issues with a ‘prevention is better than cure’ approach.**

NS/05-6/1e

G

The Council continues to feel that prevention is better than cure, as borne out by the road safety work outlined in section 3.1 (iv), but is required by Government to reduce casualties, with strict targets to meet by 2010.

Failure to meet the 2010 targets would be likely to affect the authority’s Local Transport Plan funding, meaning fewer schemes would be able to be delivered.

December 2006 Ongoing process

Peter Frost

*recommendation sb form****Recommendation:*****NS/05-6/1f****That the Authority submits a progress report on the recommendations contained within this report, within six months, to the Neighbourhood Services Scrutiny Forum.**

NS/05-6/1f

G

Further report will be presented to the Scrutiny Forum detailing:

- The results of the consultation exercise, and also the findings of the Northern Region Road Safety Engineer’s Group review, if complete.

- The schemes selected for implementation this year.

September 2006 Completed September 2006

Peter Frost

Scrutiny Recommendations Monitoring Report

June 2008

Progress Rec. No. Recommendation By When / Milestone Update on progress Lead Officer

recommendation sb form

Recommendation:

NS/05-6/2a(i) **That work be undertaken by the Authority to improve the infrastructure of the bus network in Hartlepool, with particular reference to improving the provision of bus stop shelters to ensure better waiting facilities (with a consideration of lighting and CCTV in shelters should resources be available).**

G

NS/05-6/2a(i)

Review infrastructure at all bus stops to ensure it meets the requirements of bus users and operators. Commence a rolling programme to replace bus stop poles, flags and bus shelters according to route priority. Provide CCTV at key town centre stops.

September 2006 Review of infrastructure complete. Programme ongoing to Geoff Knowlson
replace bus stop poles. List of bus stops subject to vandalism provided to Community Safety. Mobile CCTV system being investigated.

recommendation sb form

Recommendation:

NS/05-6/2a(ii) **That work be undertaken by the Authority to improve the infrastructure of the bus network in Hartlepool, with particular reference to new and innovative means of providing up to date timetable information and ensuring that such information is co-ordinated in a timely manner (with a consideration of the provision of information for blind individuals).**

A

NS/05-6/2a(ii)

Continue to review issues relating to timetable information. Improve clarity and presentation of at stop timetable information. Provide Real Time information at selected stops and through the internet, WAP and SMS.

December 2011 New style of timetable displays introduced at bus stops to Geoff Knowlson
improve clarity and presentation. Real Time Passenger Information delayed as a result of problems with the Tees Valley system.

Scrutiny Recommendations Monitoring Report

June 2008

Progress Rec. No. Recommendation By When / Milestone Update on progress Lead Officer

recommendation sb form

Recommendation:

NS/05-6/2a(iii) **That work be undertaken by the Authority to improve the infrastructure of the bus network in Hartlepool, with particular reference to future improvements to the highways within Hartlepool to improve bus punctuality, for example bus priority lanes, where appropriate.**

G

NS/05-6/2a(iii)

Implement traffic management measures identified through the Bus Punctuality Improvement Partnership. Provide selective detection at traffic signal controlled junctions.

September 2006 Improvements to York Rd approved for 2007/08.

Peter Frost

Improvements for core bus routes identified in Bid to Govt in Oct 06. Hartlepool Punctuality Improvement Partnership included in Bus Quality Partnership.

recommendation sb form

Recommendation:

NS/05-6/2a(iv) **That work be undertaken by the Authority to improve the infrastructure of the bus network in Hartlepool, with particular reference to the compilation of a rolling programme for the implementation of measures to aid easier access to buses for disabled users.**

G

NS/05-6/2a(iv)

Continue rolling programme of raised kerbs to enable level boarding of buses.

December 2011 LTP funding totalling £150k identified for installing raised kerbs from 2006/07 to 2010/11. A total of 20 raised kerbs will be installed in 2006/07 with priority given to core bus routes. - Process in place

Geoff Knowlson

Scrutiny Recommendations Monitoring Report

7.2

June 2008

Progress Rec. No. Recommendation By When / Milestone Update on progress Lead Officer

recommendation sb form

Recommendation:

NS/05-6/2b That the Authority enforces parking restrictions at bus stops to allow easier access for bus operators and disabled users.

G

NS/05-6/2b

Review Traffic Regulation Orders (TRO) at bus all bus stops. Enforce parking restrictions using Hartlepool Borough Council Parking Wardens. Allow Wardens to travel on buses to assist enforcement. Identify trouble spot locations.

December 2007 Review of TRO's at bus stops (over 600) ongoing with priority given to trouble spot locations. Parking wardens have been provided with scooters to provide faster access to bus stops for enforcement purposes.

Phil Hepburn

recommendation sb form

Recommendation:

NS/05-6/2c That the possibility of utilising the Council's current transport provision, Dial a Ride and the voluntary sector provision, be explored as an alternative to subsidising individual routes, where appropriate.

G

NS/05-6/2c

Maintain current funding for the Dial a Ride service. Expand existing Hartlepool Borough Council Dial-a-Ride service. Liaise with the voluntary sector on the options for public transport service provision.

December 2007 Funding for Dial-a-Ride maintained. Options being considered as part of a review of Hartlepool's tendered bus network. Council's Strategic Transport Group researching integration of Council's transport functions.

Jayne Brown

Scrutiny Recommendations Monitoring Report

June 2008

Progress Rec. No. Recommendation By When / Milestone Update on progress Lead Officer

recommendation sb form

Recommendation:

NS/05-6/2d

That the Authority, in partnership with bus operators, promote the Tees Valley Wide free concessionary fares scheme, and progress aspirations to extend the scheme to County Durham in the

NS/05-6/2d

G

Publish a Borough wide and Tees Valley wide concessionary fares leaflet. Support government plans for UK wide concessionary fares in April 2008, including County Durham.

December 2008 A new concessionary fares leaflet has been produced for the Hartlepool area. County Durham will be covered by the new national concessionary fares scheme from April 2008.

Geoff Knowlson

recommendation sb form

Recommendation:

NS/05-6/2e

That the town's commercial operators, in partnership with the Authority, be encouraged to invest in marketing and publicity campaigns to improve the image of bus travel in order to increase bus user

NS/05-6/2e

G

Develop a borough wide promotional strategy for buses, involving bus operators and other stakeholders. Continue to build on existing joint publicity campaigns with operators including the Hartlepool timetable map.

December 2007 A promotional strategy for buses is included as an integral part of Hpool Bus Strategy. Funding for promotional campaigns included as part of the Major Scheme Bid submitted October 2006. A Tees Valley Bus Users Forum is planned to be held in early 2007.

Geoff Knowlson

Scrutiny Recommendations Monitoring Report

June 2008

Progress Rec. No. Recommendation By When / Milestone Update on progress Lead Officer

recommendation sb form

Recommendation:

NS/05-6/2f

That a formalised mechanism be established to engage the Authority, commercial operators and developers in early discussions of future planned developments within Hartlepool, to establish how the bus network may be extended to areas of new development prior to approval of planning applications, such as the Victoria Harbour Development.

NS/05-6/2f

G

Review accessibility by local bus services as part of the consideration of planning applications. Ensure the successful implementation of Section 106 agreements to secure funding towards improving the bus service network where appropriate.

December 2007 The accessibility of proposed new developments included as an integral part of the consideration of planning applications. Funding for justified additional bus services secured as part of legal agreements (Section 106).

Chris Roberts

recommendation sb form

Recommendation:

NS/05-6/2g

That a mechanism be established to enable the Authority and commercial operators to consult with Elected Members in advance of the withdrawal of and/or major changes to bus services within

NS/05-6/2g

G

Produce a bus registration circular for members detailing changes to bus registrations.

August 2006 Circular detailing changes to registrations during October and November 2006, proposed action, was circulated to members. Members with an objection to any of the items in the circular may have them raised at next meeting of C,H and T Portfolio.

John Lewer

Scrutiny Recommendations Monitoring Report

June 2008

Progress	Rec. No.	Recommendation	By When / Milestone	Update on progress	Lead Officer
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*recommendation sb form**Recommendation:***NS/05-6/2h**

That the Authority, through negotiation, awards future subsidised bus contracts that are mutually beneficial to the Authority and bus operators (with particular reference to the major tendering round

NS/05-6/2h

G

Produce a bus-tendering programme for 2007, including a review of existing supported services and involvement of operators and communities, which are mutually beneficial to the authority and bus operators.

August 2006 A detailed review of HBC supported bus contracts for

John Lewer

August 2007 is currently on-going. Passenger surveys undertaken in Nov 06/Jan 07 to inform the process. A full consultation exercise on supported services in early 07. Tendering programme produced.

*recommendation sb form**Recommendation:***NS/05-6/2i**

That a reduced fares scheme to enable access to education and employment across the Tees Valley area for 16-18 year olds be explored.

NS/05-6/2i

G

Review provision for a 16-18 Borough wide and Tees Valley wide concessionary scheme. Identify potential funding sources. Liaise with other Council departments and Tees Valley authorities on such a scheme.

December 2006 HBC working with the other TV Authorities and the bus

John Lewer

operators to investigate introduction of a Young Persons concessionary travel scheme. Possible funding sources being investigated and the outcome of a regional, study undertaken by GONE, is awaited.

Scrutiny Recommendations Monitoring Report

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June 2008

Progress	Rec. No.	Recommendation	By When / Milestone	Update on progress	Lead Officer
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*recommendation sb form**Recommendation:*

NS/05-6/2j

That the discontinuation of individual services, together with a lack of provision in particular areas of the town, (paragraph 15. 4 refers) be addressed by the Authority in negotiation with commercial operators in order to reinstate or introduce services, where funding allows.

NS/05-6/2j

G

Review bus provision in Hartlepool as part of the Borough Council supported bus contracts in 2007. Review under provision of bus services in negotiations with bus operators. Reinstate services where funding permits.

March 2006 The overall coverage of supported bus services is being addressed by the review of tendered bus services for August 2007. Coverage for withdrawn commercial bus services is being addressed where budgets permits, for example service 5.

John Lewer

*recommendation sb form**Recommendation:*

NS/05-6/2k

That the Authority explores a mechanism by which to lobby Central Government in relation to regulating the local bus service provision (that was de-regulated under the Transport Act 1985).

NS/05-6/2k

A

The authority will lobby Central Government on greater bus regulation, through the Government Office for the North East, membership of the Association of Transport Co-ordinating Officers (ATCO) and other regional groupings.

December 2007 Government to present outline proposals for modifying regulation of bus services in Queen's speech in November, ahead of draft legislation. Council lobby Govt through GONE, at Tees Valley level through membership of Assoc. of Transport Coord Officers.

John Lewer

Scrutiny Recommendations Monitoring Report

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Progress	Rec. No.	Recommendation	By When / Milestone	Update on progress	Lead Officer
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*recommendation sb form**Recommendation:***NS/05-6/2l**

That the findings of the Tees Valley Quality Bus Network Review and their implications for Hartlepool be assessed.

NS/05-6/2l

G

Assess the impact of the recommendations of the Tees Valley Bus Network Review on Hartlepool. Take account of recommendations as part of the major bus tendering round undertaken in 2007, and in future negotiations with bus operators.

March 2007 Tees Valley Quality Bus Network Review now major element of Tees Valley Connect Project and Major Scheme Bid. Forms part of City Region Development Programme. Tees Valley Quality Bus Network Review taken into account in review of tendered bus services

John Lewer

*recommendation sb form**Recommendation:***NS/05-6/2m**

That the Authority submits a progress report on the recommendations contained within this report, within six months, to the Neighbourhood Services Scrutiny Forum.

NS/05-6/2m

G

A progress report is to be presented to the Neighbourhood Services Scrutiny Forum on November 29th.

November 2006 Submitted to the meeting on the 29 Nov 06

John Lewer

Scrutiny Recommendations Monitoring Report

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June 2008

Progress	Rec. No.	Recommendation	By When / Milestone	Update on progress	Lead Officer
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*recommendation sb form**Recommendation:***NS/06-7/3(10)**

That there be a requirement as part of the planning process (Section 106 Agreements) for the provision of, or access to, public conveniences that meet the conditions of the Disability

A

NS/06-7/3(10)

That there be a requirement as part of the planning process (Section 106 Agreements) for the provision of, or access to, public conveniences that meet the conditions of the Disability Discrimination Act.

December 2008 Agreed to explore with planning department. Scope for use of S106 to be considered within Development Plan document re developer contributions, currently being prepared.

Richard Teece

*recommendation sb form**Recommendation:***NS/06-7/3(11)**

That Parish Councils should be given the opportunity to take over the provision of public conveniences for which closure is the proposed course of action, with a requirement that they meet the conditions of the Disability Discrimination Act.

R

NS/06-7/3(11)

That Parish Councils should be given the opportunity to take over the provision of public conveniences for which closure is the proposed course of action, with a requirement that they meet the conditions of the Disability Discrimination Act.

December 2007 Further debate needed.

Denise Ogden

Scrutiny Recommendations Monitoring Report

June 2008

Progress Rec. No. Recommendation By When / Milestone Update on progress Lead Officer

recommendation sb form

Recommendation:

NS/06-7/3(12) **That the use of small 'annex' facilities which can be attached to larger public conveniences and left open when the main facility closes be explored (para. 12.4 (a) refers).**

G

NS/06-7/3(12)	That the use of small 'annex' facilities which can be attached to larger public conveniences and left open when the main facility closes be explored (para. 12.4 (a) refers).	December 2007	Agreed. Each facility will be evaluated: concern has been expressed by the police to drug use and ASB.	Denise Ogden
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recommendation sb form

Recommendation:

NS/06-7/3(13) **That where public conveniences are closed and not demolished alternative uses for the buildings be**

G

NS/06-7/3(13)	That where public conveniences are closed and not demolished alternative uses for the buildings be explored.	December 2007	To be incorporated into public convenience policy, draft available July 08.	Denise Ogden
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recommendation sb form

Recommendation:

NS/06-7/3(14) **That the Council should look at innovative ways of delivering the service with higher quality facilities. The Forum supported the closure where necessary of some older, less accessible, facilities to make**

G

NS/06-7/3(14)	That the Council should look at innovative ways of delivering the service with higher quality facilities. The Forum supported the closure where necessary of some older, less accessible, facilities to make this possible.	December 2007	Agreed.	Denise Ogden
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Scrutiny Recommendations Monitoring Report

June 2008

Progress	Rec. No.	Recommendation	By When / Milestone	Update on progress	Lead Officer
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*recommendation sb form**Recommendation:*

NS/06-7/3(15) That the prudential borrowing arrangement proposed be continued in the future to assist in funding public convenience provision in the longer term and that any savings identified from the revenue budget as a result of changes to public convenience provision be reinvested in the service.

G

NS/06-7/3(15)

That the prudential borrowing arrangement proposed be continued in the future to assist in funding public convenience provision in the longer term and that any savings identified from the revenue budget as a result of changes to public convenience provision be reinvested in the service.

December 2007 Agreed

Denise Ogden

*recommendation sb form**Recommendation:*

NS/06-7/3(1a)(i) That in relation to each of the options and proposals put forward as part of the Cabinet Referral the Forum supports the proposals for the closure of the Thorpe Street, Pilot Pier and Rocket House facilities and their securing with aesthetic materials.

G

NS/06-7/3(1a)(i)

Closure of the Thorpe Street, Pilot Pier and Rocket House facilities and their securing with aesthetic materials

September 2007 Closed July 2007

Denise Ogden

Scrutiny Recommendations Monitoring Report

June 2008

Progress Rec. No. Recommendation By When / Milestone Update on progress Lead Officer

recommendation sb form **Recommendation:**

NS/06-7/3(1a)(ii) That in relation to each of the options and proposals put forward as part of the Cabinet Referral the Forum supports the proposals for the building of a new facility adjacent to the old Rocket House site and closure of the Clock Tower site.

G

NS/06-7/3(1a)(ii)	Building of a new facility adjacent to the old Rocket House site and closure of the Clock Tower site.	September 2007	Demolition works complete, landscaping scheme currently being designed. Planning application for new build at Newburn Bridge submitted	Denise Ogden
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recommendation sb form **Recommendation:**

NS/06-7/3(1a)(iii) That in relation to each of the options and proposals put forward as part of the Cabinet Referral the Forum supports the proposals for the undertaking of only essential maintenance to Clock Tower facility to keep them functioning until the new facilities are up and running.

G

NS/06-7/3(1a)(iii)	Undertaking of only essential maintenance to Clock Tower facility to keep them functioning until the new facilities are up and running.	September 2007	Concrete works to the building have commenced anticipated completion 8 weeks listed buildings consent required for internals, Toilet refurb works will commence after summer season.	Denise Ogden
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recommendation sb form **Recommendation:**

NS/06-7/3(1a)(iv) That in relation to each of the options and proposals put forward as part of the Cabinet Referral the Forum supports the proposals for the refurbishment and upgrade the Lighthouse (Heugh Battery)

G

NS/06-7/3(1a)(iv)	Refurbishment and upgrade the Lighthouse (Heugh Battery) facilities.	December 2007	Refurbishment complete, facilities reopened.	Denise Ogden
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Scrutiny Recommendations Monitoring Report

June 2008

Progress Rec. No. Recommendation By When / Milestone Update on progress Lead Officer

recommendation sb form **Recommendation:**

NS/06-7/3(1a)(ix) That in relation to each of the options and proposals put forward as part of the Cabinet Referral the Forum supports the proposals for the demolition and making good the site in the Upper Burn Valley, with the development of a policy for the provision of public conveniences in the Burn Valley to be

G

NS/06-7/3(1a)(ix)	Demolition and making good the site in the Upper Burn Valley, with the development of a policy for the provision of public conveniences in the Burn Valley to be looked into.	December 2007	The initiative to consider incorporating the toilets into the allotment estate was fully investigated. No satisfactory outcome, therefore demolition as planned was pursued, this is now complete.	John Mennear
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recommendation sb form **Recommendation:**

NS/06-7/3(1a)(v) That in relation to each of the options and proposals put forward as part of the Cabinet Referral the Forum supports the proposals for the undertaking of no work to the Albert Street facility.

G

NS/06-7/3(1a)(v)	Undertaking of no work to the Albert Street facility.	December 2007	Closed due to reports received from Neighbourhood Policing highlevel of drug usage. Site added to security contract. The site is earmarked for demolition as part of the college development.	Denise Ogden
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recommendation sb form **Recommendation:**

NS/06-7/3(1a)(vi) That in relation to each of the options and proposals put forward as part of the Cabinet Referral the Forum supports the proposals for taking no action in respect of the Seaton Park facilities other than essential maintenance.

G

NS/06-7/3(1a)(vi)	Taking no action in respect of the Seaton Park facilities other than essential maintenance.	December 2007	Agreed	Denise Ogden
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Scrutiny Recommendations Monitoring Report

June 2008

Progress Rec. No. Recommendation By When / Milestone Update on progress Lead Officer

recommendation sb form

Recommendation:

NS/06- That in relation to each of the options and proposals put forward as part of the Cabinet Referral the Forum supports the proposals for the demolition and making good of the site at the Ward Jackson Park facilities. The toilets at the café to be made available to all public during the opening hours of

R

NS/06-7/3(1a)(vii)	Demolition and making good of the site at the Ward Jackson Park facilities. The toilets at the café to be made available to all public during the opening hours of the park.	December 2007	With contractual/operational difficulties/ltd opening hours of the café, it was impractical to adopt proposals. It was more appropriate to refurbish existing facilities and provide disabled facilities. These works are scheduled for completion end June.	Denise Ogden
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recommendation sb form

Recommendation:

NS/06- That in relation to each of the options and proposals put forward as part of the Cabinet Referral the Forum supports the proposals for the maintenance and improvements to the facilities at Rossmere

G

NS/06-7/3(1a)(viii)	Maintain and improve the facilities at Rossmere Park.	December 2007	Works commenced 17 March 08, completion due June.	Denise Ogden
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recommendation sb form

Recommendation:

NS/06-7/3(1a)(x) That in relation to each of the options and proposals put forward as part of the Cabinet Referral the Forum supports the proposal for the maintenance of the Lower Burn Valley facility.

G

NS/06-7/3(1a)(x)	Maintain the Lower Burn Valley facility.	December 2007	Minimal maintenance as facility incorporated into Bowls Club.	Denise Ogden
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Scrutiny Recommendations Monitoring Report

June 2008

Progress	Rec. No.	Recommendation	By When / Milestone	Update on progress	Lead Officer
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recommendation sb form **Recommendation:**

NS/06-7/3(1a)(xi) That in relation to each of the options and proposals put forward as part of the Cabinet Referral the Forum supports the proposal for the introduction of adequate heating, together with routine and planned maintenance to the Stranton Cemetery main facility.

G

NS/06-7/3(1a)(xi)	Introduce adequate heating, together with routine and planned maintenance to the Stranton Cemetery main facility.	December 2007	Heating improvements together with planned maintenance works care being carried out during weekends Cemetery main facility.	Denise Ogden
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recommendation sb form **Recommendation:**

NS/06- That in relation to each of the options and proposals put forward as part of the Cabinet Referral the Forum supports the proposal for the maintenance of existing facilities at West View Cemetery.

G

NS/06-7/3(1a)(xii)	Maintain existing facilities at West View Cemetery.	December 2007	Agreed	Denise Ogden
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recommendation sb form **Recommendation:**

NS/06- That in relation to each of the options and proposals put forward as part of the Cabinet Referral the Forum supports the proposal for the demolition of the Hartlepool Maritime Experience facility and the marketing of the site with any capital receipt to be reinvested for the improvement of public

G

NS/06-7/3(1a)(xiii)	Demolition of the Hartlepool Maritime Experience facility and the marketing of the site with any capital receipt to be reinvested for the improvement of public convenience provision.	December 2008	Agreed	Denise Ogden
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Scrutiny Recommendations Monitoring Report

June 2008

Progress Rec. No. Recommendation By When / Milestone Update on progress Lead Officer

recommendation sb form **Recommendation:**

NS/06-7/3(1b) **That in relation to each of the options and proposals put forward as part of the Cabinet Referral the Forum disagrees with the proposed course of action for the former Seaton Baths site and recommends that the facility be improved in terms of its general condition and more specifically its disabled access externally and disabled facilities.**

R **NS/06-7/3(1b)** Improve facilities at the former Seaton Baths site in terms of its general condition and more specifically its disabled access externally and disabled facilities. December 2008 Septic tank requires ongoing maintenance and drainage from urinals not connected to the system. Facility to be demolished and area made good/landscaped to match the existing with a new facility near the car park adjacent to New Burn bridge. Denise Ogden

recommendation sb form **Recommendation:**

NS/06-7/3(1c) **That in relation to each of the options and proposals put forward as part of the Cabinet Referral the Forum agrees that all Council owned buildings should provide, wherever possible, toilet facilities for the public and that town centre landlords and other businesses need to be encouraged to make their facilities available to the public during normal, and extended opening hours.**

G **NS/06-7/3(1c)** That all Council owned buildings should provide, wherever possible, toilet facilities for the public and that town centre landlords and other businesses need to be encouraged to make their facilities available to the public during normal, and extended opening hours. December 2008 To be incorporated into public convenience policy, draft available July 08. Denise Ogden

Scrutiny Recommendations Monitoring Report

June 2008

Progress	Rec. No.	Recommendation	By When / Milestone	Update on progress	Lead Officer
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*recommendation sb form**Recommendation:***NS/06-7/3(2)**

That a policy be established for the future provision of public conveniences requiring:-
(i) That the location of public conveniences in Hartlepool be concentrated in tourist areas, i.e. the Headland, Seaton and the Marina; and
(ii) That all public conveniences provided by Hartlepool Borough Council comply with the requirements of the Disability Discrimination Act and where this is not possible facilities be closed

NS/06-7/3(2)

G

That a policy be established for the future provision
of public conveniences

December 2008 To be incorporated into public convenience policy, draft
available July 08.

Denise Ogden

*recommendation sb form**Recommendation:***NS/06-7/3(5)**

That options for the provision of public conveniences in the Burn Valley be explored further.

NS/06-7/3(5)

G

Options for the provision of public conveniences in
the Burn Valley to be explored further.

December 2008 Upper burn valley facilities demolished. Maintenance of
the lower burn valley continue. Negotiations with bowls
club and friends of the park group have not identified
additional provision requirements.

Denise Ogden

Scrutiny Recommendations Monitoring Report

June 2008

Progress	Rec. No.	Recommendation	By When / Milestone	Update on progress	Lead Officer
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*recommendation sb form****Recommendation:*****NS/06-7/3(6)**

That the feasibility of the provision of facilities through partnership working and the identification of resources through sponsorship funding, advertising in facilities, and charging be explored.

G

NS/06-7/3(6)

The feasibility of the provision of facilities through partnership working and the identification of resources through sponsorship funding, advertising in facilities, and charging to be explored.

December 2008 To be incorporated into public convenience policy, draft available July 08.

Denise Ogden

*recommendation sb form****Recommendation:*****NS/06-7/3(7)**

That any capital receipts that may result from the disposal of a public convenience be re-invested for improvements to the service.

G

NS/06-7/3(7)

That any capital receipts that may result from the disposal of a public convenience be re-invested for improvements to the service.

December 2008 To be incorporated into public convenience policy, draft available July 08.

Denise Ogden

Scrutiny Recommendations Monitoring Report

June 2008

Progress	Rec. No.	Recommendation	By When / Milestone	Update on progress	Lead Officer
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*recommendation sb form**Recommendation:***NS/06-7/3(8)**

That the Hartlepool Access Group and the Councils Access Officer be fully involved in proposals for the adaptation/improvement of older, and building of new, facilities to ensure compliance with the requirements of the Disability Discrimination Act.

NS/06-7/3(8)

G

That the Hartlepool Access Group and the Councils Access Officer be fully involved in proposals for the adaptation/improvement of older, and building of new, facilities to ensure compliance with the requirements of the Disability Discrimination Act.

December 2008 To be incorporated into public convenience policy, draft available July 08.

Denise Ogden

*recommendation sb form**Recommendation:***NS/06-7/3(9)**

That as part of the Civic Centre Refurbishments Programme the feasibility of the installation of a hoist for disabled adults within the Civic Centre's public conveniences be explored.

NS/06-7/3(9)

G

That as part of the Civic Centre Refurbishments Programme the feasibility of the installation of a hoist for disabled adults within the Civic Centre's public conveniences be explored.

February 2007 Options have been considered

Graham

Frankland

Scrutiny Recommendations Monitoring Report

June 2008

Progress	Rec. No.	Recommendation	By When / Milestone	Update on progress	Lead Officer
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*recommendation sb form**Recommendation:***NS/06-7/4n**

That the Authority explores a mechanism by which to lobby the Rent Office and Central Government in relation to the requirement of realistic rent assessments.

NS/06-7/4n

A

Explore the options available for lobbying Government and the Rent Service.

November 2007 Local Housing Allowance, a new way of calculating

John Smalley

Housing Benefit, was introduced in April 2008, based on middle range rents for the size of property across the sub-region, removes the need to follow up this recommendation.

Scrutiny Recommendations Monitoring Report

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Progress	Rec. No.	Recommendation	By When / Milestone	Update on progress	Lead Officer
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*recommendation sb form**Recommendation:***NS/07-8/5a**

That the Authority congratulates the Catering Service and it is commended for the quality, variety and cost of the service it has provided over the years.

NS/07-8/5a

G

A letter has been sent to the Catering Manager, which will be cascaded to all Cooks and Catering Teams and the comment passed through the departments compliment system.

December 2007

Denise Ogden

*recommendation sb form**Recommendation:***NS/07-8/5b**

That the Authority fast-tracks the £100k grant funding (otherwise known as 'Jamie Oliver Money') it receives from the Government to support school dinners, to the Catering Service to meet the higher cost of school meals provision through means other than increased charges for school meals and that this is monitored through performance indicators.

NS/07-8/5b

G

- Catering Service submits a bid to the Healthy Food in Schools Strategy Group in accordance with the terms and conditions of the Standards Fund grant and subsequent guidance from DCSF.

January 2008 February 2008 agreed. Grant has been replaced with nutrient standards grant for to support school meal provision.

Denise Ogden

- Catering Service works with the Schools Forum to determine on which catering functions the new School Lunch Grant (April 2008) will be used.

Scrutiny Recommendations Monitoring Report

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Progress	Rec. No.	Recommendation	By When / Milestone	Update on progress	Lead Officer
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*recommendation sb form**Recommendation:***NS/07-8/5c**

That the Catering Manager is involved in the planning and design of any new dining facilities in schools resulting from the Building Schools for the Future programme.

A

NS/07-8/5c

Head of Neighbourhood Management is a member of the extended project team. Consultation mechanisms are in place to ensure the Catering Manager is fully included in the planning and design of any new facility.

Planning process will begin formally summer 2009

Paul Briggs

*recommendation sb form**Recommendation:***NS/07-8/5d**

That further consultation is undertaken with young people (of all school ages and during term-time) and minority communities of interest or heritage about their views on school meals.

G

NS/07-8/5d

Consultation will be undertaken through the School Nutrition Action Group in schools over a pre-determined programme.

School nutrition action groups meet on a regular basis throughout the Town in the majority of schools, at each meeting the standard and quality of the meals are discussed. The groups are usually made up of students staff, parents and catering staff.

Doreen Wilkinson

Scrutiny Recommendations Monitoring Report

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Progress	Rec. No.	Recommendation	By When / Milestone	Update on progress	Lead Officer
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recommendation sb form

Recommendation:

NS/07-8/5e

That the Authority further promotes the advice it provides in relation to healthy packed lunches.

NS/07-8/5e

G

HBC Nutritionist provides all schools with literature to support the Government food standards and healthy food choices for all children on packed lunch.

Healthy packed lunch workshops have been provided to parents requesting information and support. Parent's evenings are supported with healthy packed lunch displays.

Claire Watson

Scrutiny Recommendations Monitoring Report

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Progress	Rec. No.	Recommendation	By When / Milestone	Update on progress	Lead Officer
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recommendation sb form **Recommendation:**

NS/07-8/6a **That consideration is given to extending the Authority's current concessionary travel scheme to cover free bus usage for carers accompanying disabled people.**

NS/07-8/6a
?
Awaiting Action Plan - To be presented to Cabinet on the 23 June 2008.

Alastair Smith

recommendation sb form **Recommendation:**

NS/07-8/6b **That the Council works in partnership with neighbouring Local Authorities, the local PCTs and Foundation Trusts to produce a 'User Friendly Guide for Transport to Healthcare' that provides useful information on public transport available to health care locations and concessionary care schemes**

NS/07-8/6b
?
Awaiting Action Plan - To be presented to Cabinet on the 23 June 2008.

Alastair Smith

recommendation sb form **Recommendation:**

NS/07-8/6c **That the Council further promotes the use of established community transport schemes in operation locally, including maximising efficiencies through the proposed Integrated Transport Unit, to enable people who are unable to use, or have difficulty to access public transport.**

NS/07-8/6c
?
Awaiting Action Plan - To be presented to Cabinet on the 23 June 2008.

Alastair Smith

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Progress	Rec. No.	Recommendation	By When / Milestone	Update on progress	Lead Officer
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recommendation sb form

Recommendation:

NS/07-8/6d

That the Council explores opportunities to secure the long-term operation of the Health Bus Service, that currently operates between the University of Hartlepool and University Hospital of North Tees

NS/07-8/6d

?

Awaiting Action Plan - To be presented to Cabinet on the 23 June 2008.

Alastair Smith

recommendation sb form

Recommendation:

NS/07-8/6e

That the Council explores opportunities of developing a social enterprise scheme with the third sector to improve access to healthcare services.

NS/07-8/6e

?

Awaiting Action Plan - To be presented to Cabinet on the 23 June 2008.

Alastair Smith

recommendation sb form

Recommendation:

NS/07-8/6f

That the current bus service timetable information provided in Hartlepool be further improved such as timetables at bus stops and travel information at healthcare sites.

NS/07-8/6f

?

Awaiting Action Plan - To be presented to Cabinet on the 23 June 2008.

Alastair Smith

Scrutiny Recommendations Monitoring Report

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Progress	Rec. No.	Recommendation	By When / Milestone	Update on progress	Lead Officer
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recommendation sb form

Recommendation:

NS/07-8/6g

That the Hartlepool PCT rolls out a communication programme that ensures all front line staff are made fully aware of the Hospital Travel Cost Scheme and how its is administered.

NS/07-8/6g

?

Awaiting Action Plan - To be presented to Cabinet on the 23 June 2008.

Alastair Smith

recommendation sb form

Recommendation:

NS/07-8/6h

That the Hartlepool PCT ensures that the Hospital Travel Cost Scheme is more widely publicised to patients and the public with information on the scheme in particular the eligibility criteria being made readily available in a variety of locations.

NS/07-8/6h

?

Awaiting Action Plan - To be presented to Cabinet on the 23 June 2008.

Alastair Smith

recommendation sb form

Recommendation:

NS/07-8/6i

That to ensure that the Hospital Travel Costs Scheme runs effectively together with easier access to healthcare premises, that Hartlepool PCT works with the Council in the identification and development of local and integrated transport strategies.

NS/07-8/6i

?

Awaiting Action Plan - To be presented to Cabinet on the 23 June 2008.

Alastair Smith

Scrutiny Recommendations Monitoring Report

7.2

June 2008

Progress	Rec. No.	Recommendation	By When / Milestone	Update on progress	Lead Officer
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recommendation sb form

Recommendation:

NS/07-8/6j

That the North Tees and Hartlepool NHS Foundation Trust works with Hartlepool Borough Council and affected neighbouring authorities in assessing the accessibility of any proposed new hospital site.

NS/07-8/6j

Awaiting Action Plan - To be presented to Cabinet
on the 23 June 2008.

March 2009

Kevin Oxley

?

NEIGHBOURHOOD SERVICES SCRUTINY FORUM

18 June 2008



Report of: Scrutiny Manager

Subject: DETERMINING THE NEIGHBOURHOOD SERVICES
SCRUTINY FORUM'S WORK PROGRAMME FOR
2008/09

1. PURPOSE OF REPORT

- 1.1 To provide the Members of the Neighbourhood Services Scrutiny Forum with a range of information, extracted from various sources to assist in the consideration of suitable topics for inclusion into the Forum's Work Programme for the 2008/09 Municipal Year.

2. BACKGROUND INFORMATION

- 2.1 The Neighbourhood Services Scrutiny Forum needs to develop a Work Programme for the 2008/09 Municipal Year, together with a timeframe for each review, for consideration by the Scrutiny Co-ordinating Committee on 4 July 2008. Detailed terms of reference should be developed at the start of each review.
- 2.2 As such the Director of Neighbourhood Services; Portfolio Holders for Regeneration and Liveability, Neighbourhoods and Communities and Adult and Public Health; Local Area Agreement Reward Element Targets (also known as LPSA2); and Corporate Plan (BVPP) have been the foundation sources for this report to enable the Forum to compile its Work Programme.
- 2.3 However, it should be appreciated that some of the areas detailed below are continually evolving and further details will emerge throughout the year.
- 2.4 In addition to establishing the Forum's Work Programme, the Forum may consider it appropriate to receive illustrations from service departments in relation to impending legislation and to respond on an ad hoc basis to emerging issues which would be considered appropriate for an investigation or review to be undertaken.

TOPIC	Director, Elected Mayor and Cabinet Member	Member(s)	Referrals
Hartlepool's Cemetery and Crematorium Service (To investigate whether the Council's Crematorium Service is able to meet new regulations mainly the replacement of existing incinerators by 2010).	X		
Coastal Defences and Shoreline Management in Hartlepool (To gain an understanding of the provision of coastal defences and shoreline management within Hartlepool and to explore the likely costs and external funding opportunities of protecting the coastline and managing the shoreline)	X	X	
Contaminated Land in Hartlepool (To gain an understanding of the extent of contaminated land in Hartlepool, its effect on future development of the town and the Council's strategic approach to address this issue).	X		
Condition of the Highways in Hartlepool (To review the Council's approach to highway inspection and maintenance and to suggest areas of improvement to ensure the town's roads continue to be brought up to and kept to an acceptable standard).	X		
Hartlepool's Recycling Service To review the operation of the Council's Recycling Service as a result of the perception of dissatisfaction from Ward Councillors and members of the public.	X	X	To be confirmed at meeting

- 2.5 In setting the Work Programme for 2008/09 consideration also needs to be given to the following Budget and Policy Framework documents which the Forum will need to consider throughout the year.

BUDGET AND POLICY FRAMEWORK ITEMS	Estimated timetable for consideration by the Forum
Food Law Enforcement Service Plan	9 July 2008

- 2.6 Having considered the above information together with topics identified by individual Members' for inclusion into the Work Programme, the Forum may wish to discuss various aspects contained within the Corporate Plan 2007/08 to raise potential areas for consideration. They could range from areas already identified as suitable for development through Commitments or areas where the specific performance is below the targeted level. For this purpose, **Appendices A and B** detail the relevant Sections of the Corporate Plan for the Forums consideration as outlined below:-

Appendix A – Council's Priority Contributions to Community Strategy Themes: 'Health and Wellbeing'; 'Community Safety'; 'Environment'; 'Strengthening Communities'; and 'Organisational Development'.

Appendix B - Performance Indicator Table: 'Health and Wellbeing'; and 'Environment'.

- 2.7 The Forum may also wish to apply a degree of emphasis on a particular source for example, would the Forum consider issues which are clearly raised as a concern by the public to carry more weight than those considered important by the service provider? In practice the Forum will need to apply a considered opinion from all sources against the individual subject area.
- 2.8 Once the Forum has identified Scrutiny topics, anticipated time frames need to be applied. It is suggested to the Forum that a standard template for applying time allocations should be treated with caution as when scoping a subject a number of complexities may arise, therefore the anticipated duration should be allocated to the subjects on an individual basis.
- 2.9 The Forum is also advised to be cautious in setting an overly ambitious Work Programme for which it may be unable to deliver.
- 2.10 In addition to the above, the Forum may also consider establishing some small Sub-Groups, known as Working Groups to look at sharp focused areas of supplementary aspects of the main topic being scrutinised.

3. RECOMMENDATIONS

- 3.1 The Neighbourhood Services Scrutiny Forum is requested to consider the wide range of information detailed within this report to assist in the determination of its 2008/09 Work Programme, to be approved by the Scrutiny Co-ordinating Committee at its meeting on 4 July 2008. Members may want to choose a maximum of two items for the coming year, which will allow for flexibility in its work programme for emerging issues and referrals from Council/Cabinet.

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Chief Executive's Department - Corporate Strategy
Hartlepool Borough Council
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BACKGROUND PAPERS

The following background papers were used in the preparation of this report:-

- (i) Corporate Plan for 2008/09
- (ii) Community Strategy

Neighbourhood Services - Corporate Plan 2008/09

This Forum's remit covers Actions under the following Community Strategy Themes / Council Priority areas:

- Health and Wellbeing;
- Community Safety;
- Environment;
- Strengthening Communities; and
- Organisational Development

The information provided in the appendix includes the relevant Community Strategy Themes, which are divided into the Corporate Plan Objectives that have some relevance to this Forum. Under each Corporate Plan Objective there are a number of Actions.

Theme: 03 Health and Wellbeing Outcome: Be Healthy			
Ref.	Action	Due Date	Assigned To
HC A09	Actively contribute to the health and future well-being of the children of Hartlepool	31/03/2009	Sylvia Tempest
Outcome: To safeguard and improve health and well-being for people working, living and visiting the borough			
Ref.	Action	Due Date	Assigned To
HC A22	To deliver an effective health development and enforcement service	31/03/2009	Sylvia Tempest
HC A23	Delivery of the Public Health Strategy and Action Plan through partnership working	31/03/2009	Sylvia Tempest

Theme: 04 Community Safety Outcome: Improved neighbourhood safety and increased public confidence, leading to reduced fear of crime and anti-social behaviour			
Ref.	Action	Due Date	Assigned To
CS A11	Co-ordinate and develop NAP resident forums, ensuring links are made with the Safer Hartlepool Partnership and Neighbourhood Policing	31/03/2009	Denise Ogden

Theme: 05 Environment Outcome: Improve the quality of the local environment by having cleaner, greener and safer public, private and community spaces			
Ref.	Action	Due Date	Assigned To
En A05	Improve and maintain the natural and built environment	31/03/2009	Denise Ogden
Outcome: Make better use of natural resources and reduce the generation of waste and maximise recycling			
Ref.	Action	Due Date	Assigned To
En A09	To give advice on the issues concerning the natural and built environment and to enforce environmental legislation when appropriate	31/12/2008	Denise Ogden
Outcome: Prepare for the impacts of and secure local and global action to tackle climate change			
Ref.	Action	Due Date	Assigned To
En A10	To increase community and corporate knowledge and action on environmental sustainability	31/03/2009	Sylvia Tempest
Outcome: Promote community involvement in positive action to reduce poverty through fair trade and promoting peace and security			
Ref.	Action	Due Date	Assigned To
En A11	Promote Hartlepool as a Fairtrade town	30/09/2008	Sylvia Tempest

Outcome: Provide a sustainable, safe, efficient, effective and accessible transport system			
Ref.	Action	Due Date	Assigned To
En A06	Deliver the Hartlepool Local Transport Plan (LTP)	31/03/2009	Alastair Smith
En A07	Develop and implement an Integrated Transport Strategy	31/10/2008	Alastair Smith
Theme: 08 Strengthening Communities			
Outcome: Ensure communities are well prepared to respond to emergency situations			
Ref.	Action	Due Date	Assigned To
SC A20	Develop and Implement communication strategy	31/03/2009	Denis Hampson
Outcome: To empower local people to have a greater voice and influence over local decision making and the delivery of services			
Ref.	Action	Due Date	Assigned To
SC A04	To establish Neighbourhood Management as a guiding influence in Service Delivery across the Council	30/09/2008	Denise Ogden

Theme: 09 Organisational Development			
Outcome: Improve efficiency and effectiveness of the organisation			
Ref.	Action	Due Date	Assigned To
OD A15	Develop and implement the Procurement Strategy	31/03/2009	Graham Frankland

PERFORMANCE INDICATORS

Every council is required by the Department for Communities and Local Government to collect and publish a range of Best Value performance indicators. In addition to these Government indicators, services in Hartlepool Borough Council have also set 'Local indicators,' these statutory and non-statutory Best Value indicators are set out in the pages that follow.

Two of the Community Strategy themes have some relevance to this Forum, and are listed below:-

⇒ **Health and Wellbeing**

⇒ **Environment**

BVPIs are set by the government and information for these must be included in the plan, in previous years Outturn and Target information was included for each of the BVPIs, this has not been possible this year due to the newness of the indicators. Some of the BVPIs have additional uses these include:-

- | | |
|--|---|
| <ul style="list-style-type: none"> • Comprehensive Performance Assessment (CPA)
The means by which the Audit Commission assesses the Council's overall performance • Performance Assessment Framework (PAF)
Indicators set by the government for Social Services service areas | <ul style="list-style-type: none"> • Public Service Agreement (PSA)
Agreement between local and central government to improve performance across a range of indicators based upon national and local priority • Quality of Life (QoL)
These indicators cover the issues that effect how people feel about life in the local area. |
|--|---|

Theme:	Health and Wellbeing
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)
Ref	Indicator
NI 52	Take up of school lunches

Theme:	Environment
Outcome:	Improve the quality of the local environment by having cleaner, greener and safer public, private and community spaces.
Ref	Indicator
NI 195	Improved street and environmental cleanliness (levels of graffiti, litter, detritus and fly posting)
Outcome:	Provide a sustainable, safe, efficient, effective and accessible transport system.
Ref	Indicator
NI 47	People killed or seriously injured in road traffic accidents
NI 48	Children killed or seriously injured in road traffic accidents
NI 168	Principal roads where maintenance should be considered
NI 169	Non-principal classified roads where maintenance should be considered
NI 177	Local bus and light rail passenger journeys originating in the authority area
Outcome:	Prepare for the impacts of and secure local and global action to tackle climate change.
Ref	Indicator
NI 191	Residual household waste per head
NI 192	Household waste recycled and composted
Outcome:	Promote community involvement in positive action to reduce poverty through fair trade and promoting peace and security.
Ref	Indicator
NI 186	Per capita CO2 emissions in the LA area
NI 188	Planning to Adapt to climate change