

SOUTH NEIGHBOURHOOD CONSULTATIVE FORUM AGENDA



Friday, 15 August 2008

at 6.00 pm

in Owton Manor Community Centre

SOUTH NEIGHBOURHOOD CONSULTATIVE FORUM:

Councillors S Cook, Flintoff, Gibbon, Hill, James, Johnson, A E Lilley, G Lilley, A Marshall, Preece, Turner, Wistow and Young

Resident Representatives: Mary Green, Ray Harriman, Rose Kennedy, Iris Ryder, Sally Vokes and Mike Ward

- 1. WELCOME AND INTRODUCTIONS**
- 2. APOLOGIES FOR ABSENCE**
- 3. TO RECEIVE ANY DECLARATIONS OF INTEREST BY MEMBERS**
- 4. MINUTES**
 - 4.1 To confirm the minutes of the meeting held on 20 June 2008
 - 4.2 Matters arising
 - 4.3 To receive the minutes of the meeting of the South Neighbourhood Consultative Forum Parish Liaison held on 25 June 2008
- 5. PUBLIC QUESTION TIME**
- 6. ITEMS FOR CONSULTATION**

No items

7. ITEMS FOR DISCUSSION and/or INFORMATION

- 7.1 Children's Services Scrutiny Forum - Response To The 'Sustainability Of Externally Funded Community Initiatives In Schools' Referral – *Chair of the Children's Services Scrutiny Forum*
- 7.2 Scrutiny Investigation into the Condition of Highways in Hartlepool - *Chair of the Neighbourhood Services Scrutiny Forum*

8. ITEMS FOR DECISION

- 8.1 Minor Works – *Neighbourhood Manager*

9. WARD ISSUES

10. DATE, TIME AND VENUE OF NEXT MEETING

2 pm on Friday, 17 October 2008 at Owton Manor Community Centre

WARDS

Fens
Greatham
Owton
Rossmere
Seaton

SOUTH NEIGHBOURHOOD CONSULTATIVE FORUM

20th June 2008

MINUTES OF THE MEETING



The meeting commenced at 10.00 a.m. in Owton Manor Community Centre,
Wynyard Road, Hartlepool

PRESENT:

Chair: Councillor Mick Johnson - Rossmere Ward

Vice Chair: Mary Green (Resident Representative)

Councillor Shaun Cook	- Rossmere Ward
Councillor Bob Flintoff	- Owton Ward
Councillor Steve Gibbon	- Fens Ward
Councillor Marjorie James	- Owton Ward
Councillor Alison Lilley	- Fens Ward
Councillor Geoff Lilley	- Greatham Ward
Councillor Ann Marshall	- Rossmere Ward
Councillor Arthur Preece	- Fens Ward
Councillor Michael Turner	- Seaton Ward
Councillor Gerald Wistow	- Owton Ward

Resident Representatives: Rosemarie Kennedy, Iris Ryder, Sally Vokes and Mike Ward.

Public: M Arnold, Dorothy Clark, R Foreman, Sheila Kell, J Massey, J Smith, Jean Unwin and Michael Unwin

Officers:

- David Frame, Neighbourhood Manager
- David Mitchell, Neighbourhood Co-ordinator
- Richard Waldmeyer, Team Leader (Policy, Planning and Info)
- Amy Waters, (Senior) Planning Officer
- Brian Dixon, Programme Manager
- Jo Wilson, Democratic Services Officer

Housing Hartlepool Representative: Helen Iveson

Police Representatives: PCSO Dobson, PCSO Gray

1. APOLOGIES FOR ABSENCE

None

2. DECLARATIONS OF INTEREST

None

3. MINUTES

The minutes of the Forum held on 28 March 2008 were accepted as an accurate record with the following amendments:

Resident Representative Mike Ward had requested details on the funding for Building Schools for the Future and Primary Capital Fund.

Joan Smith was not a resident representative.

Apologies for Councillor Gerald Wistow had not been recorded.

Resident Joan Unwin had asked for information regarding cleaning programmes outside the Central Library, specifically the ramp and bus shelter, not the Middleton Grange Shopping Centre. The Neighbourhood Manager advised that current cleaning regimes included York Road.

4. MINUTES

The minutes of the South Neighbourhood Police and Community Safety Consultative Forum held on 11 April 2008 were received by the Forum.

5. MATTERS ARISING

Litter – Resident Representative Iris Ryder thanked officers for supplying a written reply to her question on litter problems in specified areas.

Broken bottles in Rossmere Park – Resident Representative Mary Green requested an update on the issue of broken bottles being discarded in the play area. The Neighbourhood Manager indicated that they were cleared away by Community Services.

6. MINOR WORKS BUDGET 2008/2009

The Neighbourhood Manager reported details of the Minor Works Budget allocation for 2008/2009 and the Forum's role with regard to the proposal and approval of schemes.

The Minor Works Budget for the South Neighbourhood Consultative Forum was allocated for 2008/2009 as follows: -

- ❖ £52,000 from the Council for Forum schemes
- ❖ £20,000 from Highways (£10,000 from Local Transport Plan and £10,000 from Highways Maintenance) to address minor highway works identified by the Forum
- ❖ £15,000 to address the conversion of grass verges to hard standing identified by the Forum.

Decision

That the report be noted

7. MINOR WORKS PROPOSALS

The Forum were asked to agree to recommend the following minor works schemes to the Portfolio Holder for approval:

1. Various Wards – Verge re-instatement with Bitmac - £28,750

2. Fens Ward – Retford Grove shrub replacement - £1,225
3. Various Wards – dropped crossings - £3,500

Detailed information on all schemes was given within the report.

Members requested that the thanks of the Forum be passed on to Housing Hartlepool for their contribution of £10,000 toward scheme 1. In response to subsequent questions the Neighbourhood Manager indicated that the annual allocation to Pride in Hartlepool would be brought to a future meeting.

Decision

That schemes 1-3 be submitted to the Portfolio Holder for approval.

That the thanks of the Forum be forwarded to Housing Hartlepool for their contribution toward verge re-instatement with Bitmac.

8. PUBLIC QUESTION TIME

Primary Capital Programme – Resident Mr Massey referred to the current consultation on the Primary Capital Programme particularly the possible closure of Seaton Carew Nursery. He requested an update on the situation, urging officers to keep the Nursery open and paying tribute to the Head and teachers. Councillor Marjorie James, in her role as Chair of Scrutiny Co-ordinating Committee and a member of the Schools Transformation Board, reported that no definite decisions on the future of any school had been made as the consultation process was still ongoing. She referred to the series of public meetings which had been arranged in order to gather public opinion and urged residents to attend these meetings

and make their views known. Leaflets detailing the times, dates and venues of these meetings, and giving contact details for the relevant Council department, had been issued to every house in Hartlepool. Councillor Geoff Lilley, in his role as a member of the Seaton Carew Library, commented that he understood residents' concerns but if the decision was based on the proper criteria then they had nothing to fear.

Comments relating to the consultation in general were made with a number feeling it had been mismanaged and led to sensationalism in the press. This was resulting in a lot of worried teachers/parents/children and would necessarily affect the education and well-being of the town's children. It had been made unclear that Seaton Carew Nursery was included in the consultation process and should be made clearer to the residents of Seaton Carew.

Councillor James commented that this consultation was the start of a 10-14 year programme and it was very unlikely that any children currently attending primary schools in Hartlepool would be affected by the changes. The Chair acknowledged this but also acknowledged that people had a natural passion to protect community facilities. He felt a representative of the Children's Services Department should have been in attendance at this meeting and indicated he wished to see a representative of the Department present at all South Neighbourhood Consultative Forum meetings taking place during the consultation process to answer any questions which might arise. A Resident indicated that the next Forum meeting was due after the end date for the consultation and the Chair advised he would write to Paul Briggs, Assistant Director – Resources and Support Services, asking that he attend the

meeting and that any comments made there be included in the consultation.

Brierton Lane – Resident Ron Foreman referred to the speed of traffic in Brierton Lane and the associated dangers and noise pollution. The Neighbourhood Manager advised that regular speed surveys had been carried out in that area and had so far shown nothing problematic. He would speak to the Traffic Team Leader and action would be taken if it was felt necessary. There would always be reckless drivers who ignored speed limits but the majority would obey the rules. The Chair called for more of a Police presence as this was the best deterrent, as evidenced by Seaton Lane. Reference was also made to successful measures on Catcote Road.

Greatham Village – Resident Dorothy Clark asked for an increased police presence in the village during the Summer holiday evenings. The Chair asked that this be forwarded to Sergeant Wrigley.

Sergeant Galloway – Resident J Smith asked if a replacement for Sergeant Galloway had been appointed. Police indicated his replacement should be known the following week.

Mowbray Pub – Resident Representative Sally Vokes raised a problem with patrons drinking, smoking and using foul language at the back of the pub near residential houses. The Neighbourhood Manager advised he would speak to Public Protection regarding this issue. The Anti-Social Behaviour Unit had already been appraised of the situation. Councillor Geoff Lilley referred to the amount of licensing legislation available to help with these sorts of problems and urged the public to phone in with any complaints. The Chair advised that the number to call was 07789921338.

Seaton Lane/Station Lane traffic – Resident Representative Iris Ryder reported that traffic coming from Station Lane and Seaton Lane onto the sea front was avoiding Coronation Drive by driving around The Green. This was causing visibility problems for drivers exiting The Green. She suggested the signage directing traffic onto and off The Green be switched around as Green Terrace was better as an exit not an entrance. The Neighbourhood Manager advised that officers would look at the site and evaluate this proposal.

Civic Centre heating – Resident Representative Iris Ryder queried why the heating and air conditioning had been used in the Civic Centre the previous day. The Neighbourhood Manager to speak to the Facilities Manager on this issue.

9. WARD ISSUES

Greatham – Fens Estate – Councillor Geoff Lilley requested that officers look into the possibility of CCTV along the stretch of road leading from Greatham to the Fens Estate. This was in response to problems with anti-social and destructive behaviour in the early hours recently. He acknowledged that the Police could not be everywhere at once but felt that cameras would give them some idea as to the identity of the individuals responsible. The Chair reminded everyone that there was an ongoing scrutiny investigation into this issue and Councillor Shaun Cook, in his role as Chair of Regeneration and Planning Services Scrutiny Forum, advised that a focus group on this matter would be taking place on 30th July. Meanwhile the Neighbourhood Manager indicated he would arrange a meeting between Councillor Lilley and the relevant officers to discuss current CCTV criteria. Police would also continue to investigate such matters.

Mini-motos in Owton Manor – Councillor Marjorie James requested an increase in police presence on the greenbelt in Owton Manor in anticipation of an increase in mini-moto activity over the summer months. They were illegal and there was a risk that dangerous driving could lead to injuries amongst children playing on the greenbelt. The Police indicated that they would automatically confiscate any such vehicles that were stopped but were unable to use regular Police cars to chase them due to accident liability. Off-road Police vehicles could pursue but they were only approximately two of them in the whole of the Cleveland area. The Chair felt this was appalling and suggested writing to the Cleveland Police Authority suggesting the purchase of more of these vehicles. A debate followed during which those present expressed their support for such a move and suggested a number of alternative measures to combat the problem. The Chair to write to the Chief Constable and the Chair of the Cleveland Police Authority. The Chair suggested that invitations may also be extended from the Forum regarding their attendance at a future meeting to discuss this issue in greater depth.

**10. AFFORDABLE HOUSING
DEVELOPMENT PLAN DOCUMENT
– ISSUES AND OPTIONS
DISCUSSION PAPER
CONSULTATION**

The (Senior) Planning Officer gave a brief presentation on the Issues and Options discussion paper. This represented the first stage in the production of the Affordable Housing Development Plan Document, part of the Local Development Framework, addressing the issue of affordable housing provision in Hartlepool and suggesting possible policy options. The outcome of this consultation would provide a policy framework to secure

affordable housing on new developments in Hartlepool. The following topics were outlined within the presentation:

- Policy aim
- Housing need in Hartlepool
- What size site should require affordable housing?
- How much affordable housing should be provided?
- Where should affordable housing be provided?
- What type and tenure of affordable housing should be provided?
- How should the affordable units be managed and sustained in the future?
- How to get involved
- Next steps

The consultation would run from 31st March 2008 until 30th June 2008. The Issues and Options discussion paper and associated documents were available from the Civic Centre, Bryan Hanson House, and Central Library and branch libraries throughout Hartlepool. Drop-in sessions had been arranged at the Central Library with a further drop-in session taking place at the Middleton Grange Shopping Centre on 27th June 2008. Comments could be submitted via questionnaire to Bryan Hanson House or online via planningpolicy.hartlepool.co.uk. Planning Officers would be happy to give a detailed presentation on the issues to any groups that requested this.

Resident Mr Massey referred to the future of units in Maxwell Road and rumours that these were to be demolished to make way for a new health centre. A representative of Housing Hartlepool advised that Maxwell Court was to be demolished as part of a review of supported housing, not to make way for a health centre. The properties had not been as popular as originally hoped but any residents in or adjacent to them would be re-housed accordingly. The

Chief Executive of Housing Hartlepool would be present at the next Forum meeting in August to answer any questions.

Councillor Shaun Cook, in his role as Chair of Regeneration and Planning Services Scrutiny Forum, welcomed the consultation but felt it was unfortunate that it would not be complete for a year as there were a lot of problems regarding homelessness in Hartlepool. The Chair felt the Council had a duty to provide housing while Councillor Geoff Lilley commented that the reason for the housing shortages was the current increase in house values. He felt one answer could be to consider building new housing on lower premium land. However the Chair preferred an insistence that affordable housing be included in all new developments. Councillor Lilley called on officers to retain Council-owned land and only sell for a favourable amount of money.

With regard to help for families having problems paying their mortgage a representative of Housing Hartlepool advised that a joint allocation policy was in place between Housing Hartlepool and HBC. The homeless had priority and were usually offered a property within 28 days. However if they refused this property they were placed on the waiting list. In terms of the number of properties Housing Hartlepool were struggling to rehouse the homeless. Of 7,000 properties they were currently 23 vacancies, all in sheltered accommodation which was unpopular. The Chair felt that the homeless figures were probably worse than thought as they did not include people sleeping on friends' sofas and such like.

Resident Representative Mary Green referred to her suggestion made at a recent Housing Hartlepool Tenants Consultation Panel that single people in a

three-bedroom house be moved to a smaller property. She indicated that she had received representation from a number of people in such a situation who could not afford to move. The representative of Housing Hartlepool advised that there was a mutual exchange programme in effect, Houseswapper, but tenants could not be forced to give up their properties. Councillor Marjorie James indicated that many couples would not want to be in a one-bedroom property for a number of reasons. The Housing Hartlepool representative referred to their work with supporting people and advised that the criteria regarding the amount spent on adapting properties for the elderly and disabled were being looked at

The Chair thanked the (Senior) Planning Officer for attending the meeting and answering questions. He commented that this was a very important issue and hoped many people would take part in the consultation.

11. ANY OTHER BUSINESS

The Neighbourhood Manager asked that anyone interested in filling one of the Resident Representative vacancies contact him or phone the Civic Centre. Similarly anyone with minor works proposals should contact him rather than bringing suggestions direct to the forum as it gave officers a chance to cost projects prior to their consideration.

CHAIR

SOUTH NEIGHBOURHOOD CONSULTATIVE FORUM - PARISH COUNCIL LIAISON MINUTES AND DECISION RECORD

25th June 2008

The meeting commenced at 4.30 p.m. in Wynyard House, Hartlepool

PRESENT: Councillor Mick Johnson (In the Chair)
Parish Councillor Brian Walker, Greatham Parish Council
Parish Councillor Christine Nowell, Newton Bewley Parish Council
David Frame, Neighbourhood Manager (South)
David Mitchell, Neighbourhood Co-ordinator
Jo Wilson, Democratic Services Manager

1. Apologies for Absence

None

2. Minutes of the meeting held on 22nd November 2007

Confirmed

Matters arising for Greatham Parish Council

Footpath outside 42-44 Queensway – due to the nature of the work this had not been included on this year's programme of maintenance work. The Portfolio Holder was aware of the situation and would ultimately make any decision regarding whether work would go ahead. The Neighbourhood Manager suggested consideration be given to the use of minor works funding.

Flooding at the path into the sports field – work on this had been approved and was next on the list of priorities.

Catcote Road turning circle – a temporary patch had been applied and the total area would be resurfaced in the autumn.

Vicarage Row – there were more potholes

The Green – The Neighbourhood Co-ordinator had spoken to the Public Lighting Manager and been assured that the hole near the lamppost would be filled in. He would revisit this.

Playground – A new fence had been erected but it was near the residents' fence and children were able to go between the two. The Neighbourhood Manager to contact the Parks and Countryside Manager regarding this.

Matters arising for Newton Bewley Parish Council

Footpath from the village towards the lay-by – Minor repairs had been carried out however officers would take another look at it.

3. Extension of double yellow lines in Station Road

Parish Councillor Brian Walker had previously asked that these be extended around the curves in the road due to parking problems. The Neighbourhood Co-ordinator advised that a site visit had currently been undertaken to the area in question and the issue was due for consideration at the Traffic Liason Group.

4. Restoration of verge in Stockton Road to discourage fly tipping

Parish Councillor Brian Walker referred to recent problems with fly tipping on the A689 leading from Claxton into the village via the back road. He felt that restoring the grass verge would reduce this. The Chair queried who was responsible for the loss of the verge as they should be liable for its restoration. Parish Councillor Brian Walker advised it was one of the utility companies. The Neighbourhood Manager would investigate and contact the relevant utility company if necessary. Parish Councillor Walker also requested that officers contact the farmer at Claxton Drydens regarding whether he needed two access points to his property as this may also help reduce the problem.

5. Loss of ash path in Stockton Road

The previous ash path which provided a link to the A689 crossroads had been converted to a grass verge in recent years. Pedestrians were now walking on both sides of the road and Parish Councillor Brian Walker requested that the ash path be reinstated. The Neighbourhood Manager advised that he would look into the criteria for provision of a walkway and ascertain if this qualified. There could also be health and safety issues to consider.

6. Wheelie bin permanently left in Vicarage Row

A tenant was regularly leaving their wheelie bin and accompanying rubbish bags outside properties on Vicarage Row and residents were demanding action be taken. The Neighbourhood Manager reported that in common with a number of other properties in Hartlepool the affected tenant had nowhere to store a wheelie bin on his property. The Head of Neighbourhood Management was looking at this issue as part of a town wide policy but until such time as answers were forthcoming there was nowhere else for the bin to be stored. The particular piece of land on which the bin was stored was owned by the Council and Neighbourhood Services had given permission of it to remain there. Should the bin be moved elsewhere neighbours would still be able to see it as it could not be

stored on the property. However officers were willing to consider any solution proffered. Parish Councillor Brian Walker suggested that some form of housing be provided for the bin but the Neighbourhood Manager advised that this would have to be funded by the resident.

7. Other item raised by Greatham Parish Council

The Neighbourhood Co-ordinator advised that the path leading from Hillview to the cottages would be resurfaced shortly. The pin-kerbs would be removed and made flush with the grass and path. Parish Councillor Brian Walker commented that the edges could be lost through any future resurfacing programme but was advised this could be prevented. The initial resurfacing work would be carried out this financial year.

8. Newton Bewley Parish

Bus shelters

The Neighbourhood Co-ordinator to have the two bus shelters in the Parish cleaned.

Bottle recycling wagon

Parish Councillor Christine Nowell reported that the bottle recycling wagon had been consistently stopping outside Westgarth cottage and breaking up the bottle there. This was leading to an amount of glass being deposited on the pavement and not cleared away. The Neighbourhood Manager would speak to those responsible.

Street lighting on the central reservation

Parish Councillor Christine Nowell reported a number of complaints coming from drivers coming from Wolviston and turning at the public house. A lamp post near the verge was obstructing drivers' view. The Neighbourhood Manager would request that officers look into this but it would be difficult not to cause an obstruction of some kind. The Chair commented that the original placement could have been in order to avoid problems of another kind.

CHAIR

SOUTH NEIGHBOURHOOD CONSULTATIVE FORUM

15 August 2008



Report of: Chair of the Children's Services Scrutiny Forum

Subject: CHILDREN'S SERVICES SCRUTINY FORUM -
RESPONSE TO THE 'SUSTAINABILITY OF
EXTERNALLY FUNDED COMMUNITY INITIATIVES
IN SCHOOLS' REFERRAL

1. PURPOSE OF THE REPORT

- 1.1 The purpose of this report is to provide Members of the South Neighbourhood Consultative Forum with feedback on the outcome of the Children's Services Scrutiny Forum investigation into 'The Sustainability of Externally Funded Community Initiatives in Schools'.

2. BACKGROUND INFORMATION

- 2.1 The South Neighbourhood Consultative Forum on the 10 August 2007 discussed issues around community spaces in schools drawing funding from external funding streams and the difficulties experienced in continuing to meet revenue costs when this initial capital investment came to an end. With a clear distinction between projects initiated by local (external) service providers and those initiated by the local authority, it was agreed that Scrutiny could potentially 'add value' by exploring the issue in detail. On this basis the South Neighbourhood Consultative Forum agreed to make the following referral to Scrutiny:-

"That Scrutiny should investigate the sustainability of externally funded community initiatives in schools."

- 2.2 Following acceptance of this referral by the Scrutiny Co-ordinating Committee, the Children's Services Scrutiny Forum on the 4 February 2008 investigated the issue in detail and produced a series of recommendations, contained within the final report attached at **Appendix A**. These recommendations were subsequently considered by Cabinet, on the 7 July 2008, and approved in their entirety; together with an Action Plan detailing the way forward for each (attached at **Appendix B**).
- 2.3 The Children's Services Scrutiny Forum, in July 2008, received formal confirmation Cabinet's response to its recommendations in relation to this

issue. Following on from this, the Chair of the Children's Services Scrutiny Forum will be present at today's meeting to formally feedback to the Consultative Forum the outcome of its referral.

3. RECOMMENDATIONS

3.1 That the South Neighbourhood Consultative Forum:

- (i) Note the recommendations contained within the Children's Services Scrutiny Forum's Final Report (attached at **Appendix A**), compiled in response to the referral outlined in Section 2.2 above; and
- (ii) Note the actions assigned to achieve each of the recommendations contained within the Final Report, as outlined in the Action Plan at **Appendix B**.

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Hartlepool Borough Council
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BACKGROUND PAPERS

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

- (i) The Children's Services Scrutiny Forum's Final Report into the 'Sustainability of Externally Funded Community Initiatives in Schools' considered by Cabinet on 7 July 2008.
- (ii) Decision Record of Cabinet held on 7 July 2008.



CHILDREN'S SERVICES SCRUTINY FORUM

FINAL REPORT

SUSTAINABILITY OF EXTERNALLY FUNDED COMMUNITY INITIATIVES IN SCHOOLS

APRIL 2008

CABINET

7 July 2008



Report of: Children's Services Scrutiny Forum

**Subject: FINAL REPORT – SUSTAINABILITY OF
EXTERNALLY FUNDED COMMUNITY INITIATIVES
IN SCHOOLS**

1. PURPOSE OF REPORT

- 1.1 To present the findings of the Children's Services Scrutiny Forum following its investigation into 'Sustainability of Externally Funded Community Initiatives in Schools'.

2. SETTING THE SCENE

- 2.1 The issue of the 'Sustainability of Externally Funded Community Initiatives in Schools' was accepted by the Children's Services Scrutiny Forum on 1 October 2007 as a referral from the South Neighbourhood Consultative Forum.
- 2.2 The South Neighbourhood Consultative Forum had concerns regarding the sustainability of community spaces in schools where external funding streams were being used with no longer term revenue funding identified. Whilst the distinction between projects initiated by local (external) service providers and those initiated by the local authority was recognised, the Consultative Forum was strongly of the view that Scrutiny could 'add value' by exploring the issue in detail, and examining:-
- (i) What good practice currently exists for the managing and sustaining grant maintained projects; and
 - (ii) How the Council's community leadership role should be interpreted in relation to these types of projects.
- 2.3 Given the Children's Services Scrutiny Forum's congested work programme and the tight timescale for completion of this investigation, the Forum obtained funding from the Dedicated Overview and Scrutiny Budget for the appointment of an independent Sports Consultant to provide advice and information. The subsequently appointed Independent Sports Consultant compiled a report, which was considered by the Children's Services Scrutiny

Forum, on the 4 February 2008, and utilised by Members during the formulation of the conclusions and recommendations shown in Sections 17 and 18 of this report.

3. OVERALL AIM OF THE SCRUTINY INVESTIGATION

- 3.1 The overall aim of the Scrutiny investigation was to gain an understanding of the key issues involved in sustaining externally funded community initiatives in schools and suggest areas for improvement.

4. TERMS OF REFERENCE FOR THE SCRUTINY INVESTIGATION

- 4.1 The 'Terms of Reference' for the Scrutiny investigation were agreed by the Children's Services Scrutiny Forum on the 5 November 2007, as outlined below :-

- (i) To gain an understanding of the role of the local authority in relation to sustaining externally funded community initiatives in schools;
- (ii) To gain an understanding of the role of schools in relation to sustaining externally funded community initiatives in schools;
- (iii) To consider, what good practice / guidance, if any, exists for sustaining externally funded community initiatives;
- (iv) To explore the role of Sport England and other agencies as funding bodies for community initiatives in schools;
- (v) To consider how the Authority's community leadership role should be interpreted in terms of the sustainability of community initiatives in schools; and
- (vi) To identify suggestions for improvement / future management processes geared to enhancing the sustainability of community funded initiatives, in schools.

5. MEMBERSHIP OF THE CHILDREN'S SERVICES SCRUTINY FORUM

- 5.1 The membership of the Scrutiny Forum was as detailed below :-

Councillors S Cook, Coward, Fleet, Griffin, A E Lilley, London, Plant, Preece, Shaw, Simmons and Worthy

Co-opted Members:

Elizabeth Barracough, David Relton and Jesse Smith

Leigh Bradley, Jonathan Simpson, Chris Lund, Kelly Goulding, Cassie Jeffries and Gillian Pounder

Resident Representatives: John Cambridge, Evelyn Leck and Michael Ward

6. METHODS OF INVESTIGATION

- 6.1 Members of the Children's Services Scrutiny Forum met formally on the 4 February 2008 to discuss and receive evidence relating to this investigation. A detailed record of the issues raised during these meetings is available from the Council's Democratic Services.
- 6.2 A brief summary of the methods of investigation are outlined below:-
- (a) Portfolio Holder for Children's Services;
 - (b) Officers from the Children's Services / Adult and Community Services Departments;
 - (c) An Independent Consultant to provide advice / guidance;
 - (d) Head Teachers and Community Building / Activities Managers from Brougham Primary School, Owton Manor Primary School, Stranton Primary School, West View Primary Schools and High Tunstall College of Science;
 - (e) Ward Councillors; and
 - (f) Resident Representatives.

FINDINGS

7. THE ROLE AND RESPONSIBILITIES OF GROUPS / BODIES IN RELATION TO SUSTAINING EXTERNALLY FUNDED COMMUNITY INITIATIVES IN SCHOOLS

- 7.1 As a starting point for the investigation, it was important for the Forum to gain an understanding of the roles and responsibilities of the various groups and bodies involved in the provision of externally funded community initiatives in schools. This information was provided by the Independent Sports Consultant, whose report clarified the role of the local authority, individual schools and external funding agencies in the provision of externally funded community initiatives in schools.

The Role of the Local Authority

- 7.2 The Forum noted with interest the various elements of the local authority's role in relation to the provision of sustainable externally funded community initiatives in schools, as detailed in **Appendix A**.
- 7.3 Members were interested to find that under current policy whilst the Children's Services Department was responsible for the management of community use on school sites, the practical management of services / activities was delegated to individual schools.

The Role of Schools

- 7.4 Members noted the various elements of the role of individual schools in relation to the provision of sustainable externally funded community initiatives in schools, as detailed in **Appendix B**.

The Role of External Funding Agencies

- 7.5 Members learned from the information provided, that the most recent examples of external funding that had provided community use initiatives in Hartlepool had involved Sport England, The Arts Council, The Big Lottery Fund and New Deal for the Communities. Members were interested to learn that the two main benefits of funding for all projects in this way was the provision of new / improved facilities for curriculum and extra curricula activities and new opportunities for community use.
- 7.6 Whilst the Forum was concerned that the main funding received was for capital development with a limit on the amount received and the timescale for revenue cost expenditure, it was acknowledged that there is a role / benefit in involving external funding agencies are. These include the provision of:-
- (i) Support and encouragement to develop robust strategies and a clear evidence base to properly plan for sport and lever additional funding;
 - (ii) Additional funding (capital and revenue) and encourage partnership funding;
 - (iii) Support for projects for additional funding;
 - (iv) An external assessment of projects;
 - (v) Examples of good practice and advice;
 - (vi) External monitoring and evaluation;
 - (vii) Encouragement to implementation of National/Regional Policies of opening up school sites for community use;
 - (viii) Encouragement to deliver National / Regional Policies for Sports Development; and
 - (ix) A stamp of approval and credibility for projects.

8. SPORT ENGLAND'S 'THE WIN – WIN SCENARIO – COMMUNITY SPORT AND ARTS ON EDUCATION SITES'

- 8.1 During the course of its investigation the Forum recognised the value of advice available from external funding agency's, such as Sport England's new publication 'The Win – Win Scenario – Community Sport and Arts on Education Sites' and the advice contained within it in relation to the following areas:-

The management of initiatives

- 8.2 Sport England clearly identified a number of initiatives that could work where community sport and arts occurred on education sites. These areas were as follows:-

- (i) School based management through existing staff.
- (ii) Management by local authority Community Services Department.
- (iii) Management by a Trust.
- (iv) Management by Commercial Management.

- 8.3 For school based management through existing staff it was noted by Members that whilst it was a low cost option, careful consideration needed to be given to the approach. It was important that staff had sports and arts management experience and be given sufficient time to make it a success.

- 8.4 Considering management by local authority Community Services Department, Members' awareness was heightened that this is quite a common initiative for the community use of facilities on school sites. Governance is vested in a committee controlled by the school Governing Body. The management function is delivered by staff employed and trained by the Council under the terms of a transfer of control agreement often called a Community Use Agreement.

Revenue funding

- 8.5 Whichever the scale of the Community Sport and Arts programmes it will need funding from either a new approach to the schools delegated budget or from new internal/external sources.
- 8.6 At present schools can not use Delegated Budgets to support or subsidise community use activity.
- 8.7 However the government is making additional funding available for schools via the School Standards Grant which may assist towards the development of extended services and activities.

Capital funding

- 8.8 The government has committed additional funding to support schools in setting up and embedding extended services.

- 8.9 Capital funding for new and improved education buildings and support facilities has never been greater than under the Building Schools for the Future programme. Whilst these funds are primarily for facilities that support improved standards of education and will not fund spaces exclusively for community use, in every case there is a strong presumption that new facilities on school sites funded by the programme will be used to further the aims of the Extended Schools Programme.

9 GOOD PRACTICE / GUIDANCE FOR SUSTAINING EXTERNALLY FUNDED COMMUNITY INITIATIVES

- 9.1 In exploring a possible way forward for the delivery of sustainable externally funded community initiatives in schools, the Forum explored good practice on a local (within Hartlepool) and regional basis.

Good Practice within Hartlepool

- 9.2 As indicated earlier in the report, Members noted with interest that whilst under current policy the Children's Services Department is responsible for the management of community use on school sites, the practical management of services / activities is delegated to individual schools with little central support or control.
- 9.3 It was apparent to the Forum that the delegation of this function to schools required a considerable commitment by school management and staff. Schools were also aware / understood the impact that changes in key staff could have upon a schools ability to continue provision. Members also ascertained from the information provided that:-
- (i) Changes in key staff could leave the local authority exposed and vulnerable in terms of Council's accountability when projects were externally funded and community use was a condition of grant;
 - (ii) A school specific approach could lead to use of a site within specific parameters and addressing needs of specific groups rather than adopting a local authority holistic approach. i.e. schools have a greater commitment to public access while others tend to encourage block bookings; and
 - (iii) School budgets couldn't be used to subsidise community use and as true community use was not self financing there were sustainability difficulties and disadvantages.
- 9.4 During consideration of specific examples of 'best practice, the Forum learned that there was a considerable difference in the ability of secondary and primary schools to deliver community use. On a Secondary School basis, the Forum was interested to find that responsibility for the provision of staff / management support sits with individual schools, as part of a much wider portfolio e.g. Deputy Head, Director of Services, Bursar, Site

Supervisor. Within this framework, Members were pleased to learn of best practice already being implemented in primary schools by High Tunstall College of Science, through the “Life Centre” project (funded by the Big Lottery Fund) where the school had appointed a manager and there was good use by the community. Dyke House School also exhibited good practice with a strong commitment to community use of facilities and high usage figures. The Forum was particularly pleased to find that this had been recognised nationally as an example of good practice in terms of extended services and maximising the use of public facilities.

- 9.5 On a primary school basis, the Forum found that the potential for community usage was generally limited due to lack of appropriate facilities, except where there was external funding. Primary schools were also poorly placed to provide a management service and therefore effective community use could only occur where additional resources were available. Despite this, Members were pleased to learn that there was good practice in terms of primary school provision Stranton Primary School and the operation of the “Stranton Centre”, which was funded by the Space for Sport and Arts Programme and New Deal for the Communities, with a dedicated Management Team funded by New Deal for the Communities.

Good Practice Regionally

- 9.6 Considering the content of the Consultant’s report. Members were interested to learn of best practice regionally by Durham County Council and North Tyneside M.B.C. The Forum noted with interest good practice within Durham County Council as follows, where community use of schools is the responsibility of the Children’s Services Department:-
- (i) The Council had adopted a partnership approach involving the County Council, District Councils, schools and the Community that applies across all seven districts;
 - (ii) The County had implemented a “shared use” approach identifying key school sites for community use (22 schools) and had implemented formal agreements and informal agreements;
 - (iii) A Community Association, with charitable status, that raised funds to help subsidise community use had been established on each site to ensure Governance;
 - (iv) A direct service and financial support was provided to each community use school site in terms of staffing (a full time member of staff and sessional staff) and revenue funding (a contribution towards energy costs, caretaking and cleaning costs); and
 - (v) For the future the Council is addressing the additional capital funding required to maximise the potential of the Building Schools for the Future programme for community use and identifying the revenue support required.

9.7 A further example of good practice considered by the Forum was North Tyneside MBC, where:-

- (i) As the Council did not have a facility management policy for community use there were a variety of management models, generally led by funding mechanisms;
- (ii) The Council has a Leisure Facilities Strategy and has adopted a policy of basing leisure facilities on school sites;
- (iii) It is likely that with the Building Schools for the Future programme and the Extended Schools initiative the Council would need to address the Facility Management issue across all Council facilities;
- (iv) Good co-operation exists between Children's Services and Community Services and there was a strong cross departmental P.E., Sport and Physical Activity Structure;
- (v) The existing management structure for community use of schools ranges from Leisure Services managing two schools, to other schools having on-site responsibility with support from Children's Services;
- (vi) Governance is through the Governing Body of the school and Steering Groups for each site have been set up to manage community use involving the school, Children's Services, Leisure Services and the community; and
- (vii) The current "Mixed Bag" of Management options appears to work but the issue of management for community use is still on the agenda for North Tyneside particularly in view of future developments.

10. HOW THE AUTHORITY'S COMMUNITY LEADERSHIP ROLE SHOULD BE INTERPRETED IN TERMS OF THE SUSTAINABILITY OF COMMUNITY INITIATIVES IN SCHOOLS

10.1 The Independent Sports Consultant reported to Members that the support of any Sport Development Activity should be undertaken by the Authority independently or in conjunction with partner organisations.

10.2 To aid the development of these initiatives it was vital to ensure that Community Leaders had an active and participative role in any community use that arose out of these externally funded community initiatives in schools. The active participation of Community Leaders could fall into one or more of the following categories:-

- (i) Support;
- (ii) Advice and Experience;
- (iii) Local knowledge and contacts;
- (iv) Strategic approval; and

- (v) Hands on help.

11. INDEPENDENT SPORTS CONSULTANT'S SUGGESTIONS FOR IMPROVEMENT / FUTURE MANAGEMENT OF SUSTAINABLE EXTERNALLY FUNDED COMMUNITY INITIATIVES IN SCHOOLS

- 11.1 The Independent Sports Consultant provided Members of the Children's Services Scrutiny Forum with a number of suggestions that Members might like to consider as a way forward in relation to the issue of sustainability of externally funded community initiatives in schools. These suggestions are detailed below :-

Community Use of Schools

- 11.2 To be successful this requires a clear management, monitoring and evaluation process, additional administration, additional resources (Staff and Funding) and site management.
- 11.3 Community use initiatives are not self financing and sustainable. They require on going revenues support particularly if target groups and the socially disadvantaged are to be involved and that a true and balanced programme for community use can be offered including Casual/Pay as you Play approach.
- 11.4 The redevelopment and/or refurbishment of school sites are an opportunity to contribute to the consolidation of a service to provide a comprehensive package and address some of the current issues/problems.

Solutions to Issues Encountered During Investigation

- 11.5 To ensure true community use on a casual basis is sustainable and attract Target Groups additional on-going revenue funding will be required either to Individual schools (e.g. a community use budget) or to another management option.
- 11.6 If management is retained by individual schools there will be an additional work load for staff to manage and oversee the programme. This will need to be addressed in Staff Structures/contracts of work.
- 11.7 If outsourced to another authority department then the implications of the required additional staff and financial resources need to be recognised.
- 11.8 There needs to be a clear management structure within schools to achieve governance and satisfy Governing Body requirements.
- 11.9 Equally there need to be a central operational management support structure within the local authority.

- 11.10 An essential need for any community use initiative is that it should be monitored and evaluated on a regular basis.

Options for Future Management

- 11.11 It should be noted that this issue was touched on in the Strategy “Indoor Leisure Facilities for Hartlepool”.
- 11.12 In the Document the point was made that there has been a shift away from Local Authority Direct Services management towards management by Private Sector Contractors and more recently by Trusts. One of the reasons has been to attract additional finance.
- 11.13 A survey of 442 Local Authorities in 2005 shows 42% ran their Leisure Services Management in-house, 20% used a Management Contractor and 20% a Trust.

Options for Leisure Management

- 11.14 The Independent Sports Consultant mapped out to Members the different options that were possible solutions to the provision of leisure management. The solutions that were outlined to Members were detailed as follows:-
- (i) **Direct Service (Community Services)**
This is often used in the Management of local authority and community use facilities. Under this arrangement full responsibility for income and expenditure, pricing, programming lies within the council as does the risk.
 - (ii) **Children’s Services**
The Education Sector is another option for management of community use of schools. This is the approach adopted in Hartlepool; however, the responsibility is delegated to individual schools. It should be noted that the Children’s Services Department is committed to working with other Council departments to deliver community sport in schools.
 - (iii) **Private Management Contractors**
Private contractors can be involved in leisure management contracts to local authorities. This type of approach is not currently occurring in Hartlepool.
 - (iv) **Trusts**
Not for profit Trusts are classed as social enterprise organisations and the majority of these have developed from local authorities in-house direct service organisations. Again this type of approach is not currently occurring in Hartlepool.
- 11.15 Members were informed that the Space for Sport and Arts Initiative (delivered in 4 primary schools) provided additional guidance on management options. These were detailed as:-

- (i) Direct Management by School Staff;
- (ii) Direct Management by a Governing Body Working Group;
- (iii) Direct Management by a Governing Body employing a Manager;
- (iv) Direct Management by a Governing Body contracting an outside Group to manage;
- (v) Transfer of control to a Community Group or Trust; and
- (vi) Transfer of contract to a Commercial Management Group.

11.16 The report to Members was that initially the approach adopted in Hartlepool was under the third option of 'Direct Management by a Governing Body employing a Manager'.

12. EVIDENCE FROM THE AUTHORITY'S PORTFOLIO HOLDER FOR CHILDREN'S SERVICES

12.1 The Forum welcomed the views of the Portfolio Holder for Children's Services at its meeting on the 4 February 2007. During the course of discussions, Members shared the Portfolio Holder's concern regarding the impact of budget cuts on this area of provision over recent years and acknowledged the importance of officers in maximising the availability of funding and its effective use.

12.2 Members were encouraged to find that the local authority provides significant support for schools through various bidding programmes for funding to enable the provision of facilities. The Forum was, however, concerned to learn that once funding had been obtained, not all schools had adequate business plans in place to ensure that sufficient income and revenue support was available to maintain facilities in the longer term.

13 EVIDENCE FROM SCHOOLS WHERE EXTERNALLY FUNDED COMMUNITY INITIATIVES ARE LOCATED

13.1 As part of its investigation the Forum was keen to hear the views, and experiences, of Hartlepool schools where externally funded community initiatives are located. To assist in this, a selection of head teachers and Community Building / Activities Managers from Brougham Primary School, West View Primary School, Stranton Primary School, Owton Manor Primary School and High Tunstall College of Science participated in the Forum's meeting on the 4 February 2007.

13.2 During the course of discussion with these individuals, a variety of issues were raised to the Forum and are detailed below :-

Funding and Accessibility Issues

- 13.3 Members were interested to learn of the real impact in terms of the economic viability of community facilities in schools, given the restriction of use during school hours and the subsequent ability of schools to maximise income.
- 13.4 Schools informed Members that often problems occurred when external funding sources set over ambitious targets or had ceased with support and advice during the funding period.

Charging Levels

- 13.5 In relation to charges for the use of community facilities in schools, the Forum acknowledged the views of many community groups in that if the usage of these facilities is to be increased charges need to be made more competitive. Tempered with this, however, Members learned that the whole costs of supporting facilities outside school hours had to be met from income generation and could not be met from school budgets.

Staffing

- 13.6 Members welcomed the views of the school representatives present and noted the significant impact which staffing costs had on the financial and practical (in terms of opening hours) viability of facilities. Members were saddened to hear that in the case of Owton Manor Primary School, such factors had been a major contributor towards the decision to close the facilities at the school.
- 13.7 Members recognised the benefits of appointing quality, experienced staff for the provision of successful community initiatives in schools and their ability to bring in new customers and expand upon the classes provided. This view was reinforced by the representative from High Tunstall College of Science where the appointment of appropriate staff had been instrumental in the success of its community facilities. Members welcomed suggestions from the school that the only way forward was to focus upon the appointment good quality staff and that in reality staff with the appropriate experience would have to come from the commercial sports sector.

14. EVIDENCE FROM HARTLEPOOL BOROUGH COUNCIL'S CHILDREN'S SERVICES DEPARTMENT

- 14.1 The Children's Services Department reported to Members that the usage of externally funded community initiative in Schools by the local community was a very important factor. Evidence was that even successful schemes were not reflected in increased local community consumers accessing these schemes.
- 14.2 The Department also reported to Members that although a charging regime is required to ensure that these initiatives are financially viable this had

proved to be a major barrier of the usage of such facilities by the voluntary sector. Members recognised that possibly some savings could be achieved through the principles of cluster arrangements, with the additional benefits of a more diverse range of facilities and venues available to interested users.

Future Support

- 14.3 Members of the Forum were delighted to hear that the Council's Children's Services Department were willing to work with schools to ensure that there was sustainability of externally funded community initiatives in schools.
- 14.4 The Department indicated to Members that ideally they would like to see a three-year plan for the sustainability of centres currently in operation, but that the Authority would need to examine closely where deficits were occurring as these could not be sustained in the long-term.
- 14.5 Members of the Forum acknowledged that there was an issue of community initiatives being self financing in nature and whether such a route was viable or indeed desirable. The Department informed Members that along with a long-term plan there was a necessity to ensure that these community initiatives had charging and concessions policies that were consistent and uniform across the Town.

15. EVIDENCE FROM HARTLEPOOL BOROUGH COUNCIL'S ADULT AND COMMUNITY SERVICES DEPARTMENT

- 15.1 The Children's Services Scrutiny Forum was informed by the Authorities' Adult and Community Services Department that the issues faced by schools in Hartlepool trying to sustain externally funded community initiatives were not unique.
- 15.2 Members were made aware of the 'Indoor Sports Facility Strategy and Investment Plan' that had been developed by the Adult and Community Services Department. This strategy was concerned about some of the issues raised about improving facilities already in existence, as well as mapping a vision of the future for BSF and a feasibility study for the H2O Centre. Members agreed with the Adult and Community Services Department's recommendations that a co-ordinated approach with common management was a route for progression of externally funded community initiatives in schools.

16. RECOMMENDATIONS OF THE INDEPENDENT SPORTS CONSULTANT

- 16.1 The Forum noted with interest the Independent Sports Consultant's view that Hartlepool Borough Council has through this investigation a tremendous opportunity to develop a strategic approach to the development, management and use of school facilities for the community. Members

agreed that it was important to progress this issue as quickly as possible as the Building Schools for the Future Programme had a very tight timescale.

- 16.2 The Independent Sports Consultant informed Members that a primary recommendation would be for the Authority to undertake an audit of current provision of externally funded community initiatives to aid the identification of key sites in the town. The number of key sites may only number four or five in total, but it was important from this baseline to identify the clusters of schools around these sites, which may be no more than half a mile, and coordinate provision within that area. Such an audit in the town would need to, in the opinion of the Independent Sports Consultant, link into the Schools Capital Programme.
- 16.3 The Members welcomed the detailed report from the Independent Sports Consultant and noted the recommendations within, these recommendations are detailed below :-
- (i) There is a need to consider any refurbishment of existing or development of new facilities on school sites for community use in a strategic context identifying the key strategic sites together with a hierarchy of provision for community use throughout the town, e.g. key site secondary schools supporting feeder primaries.
 - (ii) There is an urgent need for the council to develop a Facilities Management Strategy for all leisure facilities.
 - (iii) There is a need to adopt a clear policy and management structures for community use of schools prior to the Building Schools of the Future and Extended Schools Programmes. Currently there is no clear policy which leaves the Council exposed and vulnerable in terms of accountability. Any policy should be implemented under the Building Schools for the Future Programme with clear principles for community use of school facilities. The policy should also be an integrated element of the Extended Schools initiatives.
 - (iv) There is a need for the Council to adopt a strong management commitment across departments to co-ordinate activity and resources to maximise the use of existing/new school facilities for community use.
 - (v) Whilst the scope of this investigation is "Sustainability of Externally Funded Community Initiatives in Schools" it is recommended that any agreed Policies/Procedures are applied to all school sites where community use takes place.
 - (vi) That any Policies/Procedures adopted should take into account and be compatible with the recommendations in Indoor Leisure Facilities Strategy, the Borough Councils Sport and Recreation Strategy and the following P.P.G.17 Open Space Strategy.

- (vii) To assist schools, develop and sustain community use it is strongly recommended that the most efficient and effective way forward would be for the Council to establish a central operational and integrated management support structure to co-ordinate the overall approach. It is felt that the Council's Adult and Community Services Department, if adequately resourced, should have a significant role to play in the process.
- (viii) The central model if implemented would have significant benefits to the Council in terms of:-
 - (a) A co-ordinated approach to management information systems, booking procedures, pricing policy, marketing, programming, performance monitoring and accountability.
 - (b) Providing the most cost effective operational arrangement and the most benefit to the whole community together with a Holistic Service delivery across the authority.
 - (c) Providing the necessary strategic approach to facility and sports development objectives.
 - (d) Pulling together all the necessary groups and agencies (internal and external) that is essential for development of sustainable community use.
- (ix) A partnership approach with schools is adopted to determine the most appropriate and cost effective management structure and operation (Direct/Indirect). Within this approach the identification of key sites and how none key sites are managed on a Cluster Basis is fundamental to the process. This brings into focus the inability of the local authority to impose procedures in individual schools.
- (x) That the importance of governance is addressed and that the appropriate Management Committee or Community Association is established on each site with representation from the school, Children's Services, Adult and Community Services and User Groups (The Community).
- (xi) That a Service Level or Community Use Agreement with Individual Schools is implemented to ensure that the facilities are operated in a consistent and complimentary manner and that there is a firm commitment to true community use involving casual and pay as you play opportunities.
- (xii) That there is recognition of the need for additional Capital Funding to realise/maximise the potential for community use within the Building Schools for the Future Programme and indeed other identified sites (the Indoor Leisure Facilities Strategy identified a minimum of approximately £125,000 per key site school.)
- (xiii) That there is recognition of the importance of "Ongoing Revenue Funding". This is vital if community use of schools initiatives are to be

sustainable, true community use on a Casual/Pay as you play basis delivered and if Target Groups/Disadvantaged Groups are not excluded. The appointment of qualified and dedicated staff and contributions towards running costs are essential if the programme is to be successful. (The Durham County example would indicate something in the region of £50 – 100,000 per year per key site school; however more work would need to be undertaken on costs and management models which would be dependent on facilities, staff required and programmes of use.

- (xiv) If the Council decides to agree in principle to a new way forward in terms of the management and sustainability of community use initiatives in schools this would involve a substantial policy change which would have resource implications. To take this matter forward it is recommended that this is undertaken in incremental stages through a Joint Steering Group involving Children's Services and Adult and Community Services with a clear timescale for delivery. This may require additional resources in order to facilitate the work and meet deadlines. There is some urgency to this work to ensure policies are in place to implement under the Building Schools for the Future Programmes.

17. CONCLUSIONS

17.1 The Children's Services Scrutiny Forum concluded:-

- (a) That the situation in Hartlepool is not unique and is in fact experienced nationally;
- (b) That there is no immediate solution to this issue and that it was essential that a joint Steering Group be established to progress the findings and proposed recommendations of the Independent Sports Consultant;
- (c) That it was surprised to find that there are many interpretations of what would be classified as a 'Community Initiative' and that to avoid any further confusion there was a clear need for the establishment of a formal definition;
- (d) That as part of the future operational management of Community Initiatives, consideration needs to be given to the wider agenda in relation to Building Schools for the Future, Primary Capital and Extended Schools;
- (e) That based upon the evidence received there is a clear need for the development of a co-ordinated approach within the authority, mainly between Children's Services and Adult and Community Services, for the provision of sustainable externally funded community initiatives in schools;

- (f) That the success of any scheme was reliant upon marketing, take up, accessibility and the provision of effective / sufficient operational support;
- (g) That there is a dearth of leisure facilities, but an over provision of sports facilities in Hartlepool;
- (h) That accessibility problems caused by the lack of leisure facilities, are exacerbated by the limited availability at certain times of the day;
- (i) That young people can become resistant to using school based facilities for leisure activities;
- (j) That the communities surrounding externally funded community initiatives needed to be made more aware of the facilities that were currently available in their local schools;
- (k) That in order to achieve the efficient and effective running of facilities in the Town, the Council needs to ensure that the 'right' staff are in place to deliver initiatives with a possible financial cost for the Authority;
- (l) That at present there was no data available on the number of schemes operating across Hartlepool, therefore it was essential that a baseline be established to determine a way forward; and
- (m) That prior to the implementation of any externally funded community initiatives it is imperative that an audit be undertaken of their long term financial viability, by way of an outline business case.

18. RECOMMENDATIONS

18.1 The Children's Services Scrutiny Forum has taken evidence from a wide range of sources to assist in the formulation of a balanced range of recommendations. The Forum's key recommendations to the Cabinet are as outlined below :-

- (a) That a joint Steering Group between the Children Services Department and the Adult and Community Services Department be established to further explore the proposed recommendations of the Independent Sports Consultant, commissioned specifically as part of this investigation;
- (b) That all schools that currently operate community initiatives undertake a three year financial forecast and business plan of the viability of each facility that outlines charging policies, usage levels and scheme objectives;
- (c) That pending the outcome(s) of the joint Steering Group (recommendation (a) refers) immediate consideration be given to

providing assistance to those schemes that are likely to encounter future sustainability issue; and

- (d) That the findings of this investigation be brought to the attention of school governing bodies to raise awareness of the issue and the proposed way forward.

19. ACKNOWLEDGEMENTS

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

Hartlepool Borough Council:

Councillor Cath Hill – Portfolio Holder for Children's Services;
Paul Briggs – Assistant Director, Resources & Support Services;
Alan Kell – Project Manager; and
Pat Usher – Sport and Recreation Manager.

External Representatives:

Dacre Dunlop (Sport Consultant);
Keith Storey - Head Teacher, Brougham Primary School;
Beverley Hewitt-Best - Head Teacher, Owton Manor Primary School;
Sharon Pounder - Centre Manager (Stranton Centre), Stranton Primary School;
Isabel Parkinson - Head Teacher, West View Primary School;
Dave Palmer - Sports Co-ordinator, West View Primary School;
John Taylor - Deputy Head, Dyke House School;
Judith Rasmussen - Regional Director, Sport England (North East);
Dave Emerson - Education and Community Manager, Durham County Council;
Angela James - Children, Young People & Learning Department, North Tyneside MBC;
Miriam Buhler-Willey - Head Teacher, High Tunstall College of Science; and
Bill White - High Tunstall College of Science.

COUNCILLOR J SHAW CHAIR OF THE CHILDREN'S SERVICES SCRUTINY FORUM

April 2008

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BACKGROUND PAPERS

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

- (i) Scoping Report – Sustainability of Externally Funded Community Initiatives in Schools (Children's Services Scrutiny Forum – 5 November 2007)
- (ii) Minutes from the South Neighbourhood Consultative Forum from 30 March 2007 and 10 August 2007
- (iii) Children's Services Scrutiny Forum Report – Determination of Work Programme 2007/8 (11 June 2007).
- (iv) Minutes from Children's Services Scrutiny Forum from 11 June 2007.
- (v) Scrutiny Co-ordinating Committee Report – Scrutiny Topic Referral from the South Neighbourhood Consultative Forum – 'Sustainability of Externally Funded Schools' from 14 September 2007.
- (vi) Minutes from Scrutiny Co-ordinating Committee from 18 May and 14 September 2007.
- (vi) Consultants Report – Sustainability of Externally Funded Community Initiatives in Schools (Children's Services Scrutiny Forum - 4 February 2008).
- (vii) Minutes from the Children's Services Scrutiny Forum on the 4 February 2008.

Appendix A

The Role of the Local Authority in the Provision of Sustainable Externally Funded Community Initiatives in Schools

- (i) Ensure that projects fit in with agreed strategies, schemes, policies and procedures and in particular the recent “Indoor Leisure Facilities Strategy” which states that “Particular priority must be given to improving and developing school facilities which benefit pupil education as well as Community Sport”;
- (ii) Adopt a strategic approach to the development and management of centres for community use including the identification of strategic sites at schools and a hierarchy of provision and opportunity;
- (iii) Produce a facility management strategy and determine the most appropriate and cost effective management structure to ensure the sustainability of community use on school sites;
- (iv) Co-ordinate the overall policy towards community use and develop a Team and Partnership approach with support to schools on the issue of community use of facilities;
- (v) Recognise that many schools are unlikely to have the professional sports management skills required to operate a true and effective community use policy. Therefore a key role of the local authority is to provide a central operational and integrated management support structure. Adult and Community Services, if adequately resourced, could have a significant role to play;
- (vi) Implement a Service Level or Community Use agreement with individual schools to ensure that facilities are operated in a consistent and complimentary manner and that there is a formal commitment to community use;
- (vii) Ensure that the most effective management policies and procedures are in place and are an integral part of the Extended Schools and Community Use Programme. The Building Schools for the Future Programme represents a significant opportunity to develop school facilities for both curriculum and extra curriculum use and to benefit the community. It is vital to maximise the potential that is available;
- (viii) Provide a “Holistic Service” across the authority addressing the needs of Target Groups and ensuring a balanced programme of activities;
- (ix) Provide a common pricing policy, marketing approach, booking procedures, programmes and monitoring for community use;
- (x) Advise on legal, financial and health and safety issues and contribute to the development of school business plans for community use; and
- (xi) Identify and target potential external funding agencies for Capital and Revenue funding and co-ordinate the bidding process.

Appendix B

The Role of Schools in the Provision of Sustainable Externally Funded Community Initiatives in Schools

- (i) Be proactive in identifying the potential for community use initiatives and ensuring that these are included in school improvement plans;
- (ii) Work in partnership with the appropriate Local Authority departments in the development and management of community use initiatives;
- (iii) Ensure that the Governing Body of the school retains overall responsibility for the use of school facilities for community use and the potential impact on curriculum and extra curricula activities;
- (iv) Agree the most appropriate management structure in partnership with the local authority and put in place a site specific management committee to address Governance with representation from the school, local authority and the community;
- (v) Produce a Business Plan and determine resources required identifying the additional workload for staff and how this might be resolved;
- (vi) Set standards and conditions for community use;
- (vi) Sign up to a Service Level or Community Use Agreement; and
- (vii) Monitor and evaluate the community use programme.

OVERVIEW AND SCRUTINY ENQUIRY ACTION PLAN

NAME OF FORUM: Children's Services Scrutiny Forum

NAME OF SCRUTINY ENQUIRY: Sustainability of Externally Funded Community Initiatives in Schools

DECISION MAKING DATE OF FINAL REPORT: April 2008

	RECOMMENDATION	EXECUTIVE RESPONSE / PROPOSED ACTION	LEAD OFFICER	DELIVERY TIMESCALE
(a)	That a joint Steering Group between the Children Services Department and the Adult and Community Services Department be established to further explore the proposed recommendations of the Independent Sports Consultant, commissioned specifically as part of this investigation;	<p>Rather than establish a new joint Steering Group, in light of the wide reaching nature of community facilities, and the current schools transformation programme, it is suggested that this is referred to the Schools Transformation Extended Project Team.</p> <p>This team meets regularly and has representatives from all departments and a separate "Extended Services Work stream", a sub group of the main project team, has recently been established. This should ensure that a Borough wide view is formed regarding all community facilities.</p>	<p>Steve Haley (Children's Services)</p> <p>Pat Usher (Adult Services)</p>	December 08
(b)	That all schools that currently operate community initiatives undertake a three year financial forecast and business plan of the viability of each facility that	The Children's Services Finance team has commenced preparatory work to establish the current financial position for each scheme. Each school which operates a community facility will then be visited to discuss financial viability over the	Steve Haley	September 08

OVERVIEW AND SCRUTINY ENQUIRY ACTION PLAN

NAME OF FORUM: Children's Services Scrutiny Forum

NAME OF SCRUTINY ENQUIRY: Sustainability of Externally Funded Community Initiatives in Schools

DECISION MAKING DATE OF FINAL REPORT: April 2008

RECOMMENDATION		EXECUTIVE RESPONSE / PROPOSED ACTION	LEAD OFFICER	DELIVERY TIMESCALE
	outlines charging policies, usage levels and scheme objectives;	short/medium term. In addition, the relevant section of the local scheme for financing schools which covers the set up and operation of community facilities is being reviewed in line with latest DCSF guidance and best practise. The scheme will be re-launched via the Schools Forum	Steve Haley	
(c)	That pending the outcome(s) of the joint Steering Group (recommendation (a) refers) immediate consideration be given to providing assistance to those schemes that are likely to encounter future sustainability issue; and	After business plans and financial forecasts have been prepared and agreed with schools it will be possible to identify sustainability issues and quantify the level of any subsidies that may be required from the LA in future years. Any bids will then be submitted as part of the Council's annual budget cycle.	Steve Haley	October 2008

OVERVIEW AND SCRUTINY ENQUIRY ACTION PLAN

NAME OF FORUM: Children's Services Scrutiny Forum

NAME OF SCRUTINY ENQUIRY: Sustainability of Externally Funded Community Initiatives in Schools

DECISION MAKING DATE OF FINAL REPORT: April 2008

RECOMMENDATION	EXECUTIVE RESPONSE / PROPOSED ACTION	LEAD OFFICER	DELIVERY TIMESCALE
(d) That the findings of this investigation be brought to the attention of school governing bodies to raise awareness of the issue and the proposed way forward.	Agreed. This will also be reported to the Schools Forum and a training package will be developed by the Children's Services Finance Team covering the financial implications of Community Facilities.	Steve Haley	April 2009

SOUTH NEIGHBOURHOOD CONSULTATIVE FORUM REPORT

15 August 2008



Report of: Scrutiny Support Officer

Subject: SCRUTINY INVESTIGATION INTO THE CONDITION
OF THE HIGHWAYS IN HARTLEPOOL

1. PURPOSE OF REPORT

- 1.1 To provide Members with an introduction to the presentation, which will be delivered at today's meeting by the Chair of the Neighbourhood Services Scrutiny Forum and the Scrutiny Support Officer, as part of the Neighbourhood Services Scrutiny Forum's investigation into the 'Condition of the Highways in Hartlepool'

2. BACKGROUND INFORMATION

- 2.1 The Chair of the Neighbourhood Services Scrutiny Forum and the Scrutiny Support Officer will be in attendance at today's meeting to deliver a presentation, as part of the Neighbourhood Services Scrutiny Forum's investigation into the 'Condition of the Highways in Hartlepool' in relation to the following issues:-
- a) the overall aim of the investigation;
 - b) the terms of reference for the investigation; and
 - c) key dates.

3. RECOMMENDATION

- 3.1 That Members of the Forum note the presentation and submit their views and comments on the subject matter, which will then be fed directly into future meetings of the Neighbourhood Services Scrutiny Forum.

CONTACT OFFICER

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BACKGROUND PAPERS

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

- (a) Scrutiny Investigation into the Condition of the Highways in Hartlepool –
Scoping Report (Scrutiny Support Officer) – 11.07.08

Report of: Neighbourhood Manager (South)

Subject: MINOR WORKS PROPOSALS

1. PURPOSE OF REPORT

- 1.1 To consider improvement schemes for potential funding from the South Neighbourhood Consultative Forum Minor Works Budget.

2 BACKGROUND

- 2.1 The Minor Works budget remaining for the financial year to 31st March 2008 amounts to **£53,525** (See Appendix A).
- 2.2 A number of schemes are detailed below to address concerns raised by Elected Members, Resident's Representatives and Residents of the South Forum Area.

3. PROPOSALS

3.1 Footway Resurfacing

Due to general deterioration in the quality of the following footpaths it is proposed to resurface them to ensure a safe environment for pedestrians. This work would not normally be undertaken as a priority in the scheduled maintenance programme, however it will greatly improve the general condition of these areas.

(i) Greatham

Queensway	£8,200	(Appendix B)
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It is proposed to resurface the entire inner footpath of Queensway together with the renewal of all of the kerbs on the inner footway. These works were also brought to our attention by the Greatham Parish Council.

ii) Seaton

Brompton Walk **£10,740** (Appendix C)

Due to the high volume of pedestrians using this footpath, as it is a direct link to a primary school and Elizabeth way shops, it is proposed to take up and remove the uneven paving slabs, from Commondale Drive up to Elizabeth Way shops, and replace these with tarmac. The uneven footpath has caused concern to residents especially in the winter when, due to the uneven nature of the footway, puddles freeze and make the footway even more hazardous.

3.2 Removal of Verge

(i) Fens

Newark Road **£700** (Appendix D)

This small triangle of verge serves little or no purpose and would be easier to maintain and aesthetically more pleasing for the residents if the verge was removed and replaced with flagstones in keeping with the surrounding footways.

3.3 Pride in Hartlepool Contribution **£5,000** (Appendix E)

In order to continue with the successful implementation of schemes in the South area, through the Pride in Hartlepool initiative, a request is made to contribute £5,000 from the Minor Works Budget as has been the case in the previous 3 years. Attached as Appendix E are examples of schemes undertaken in previous years.

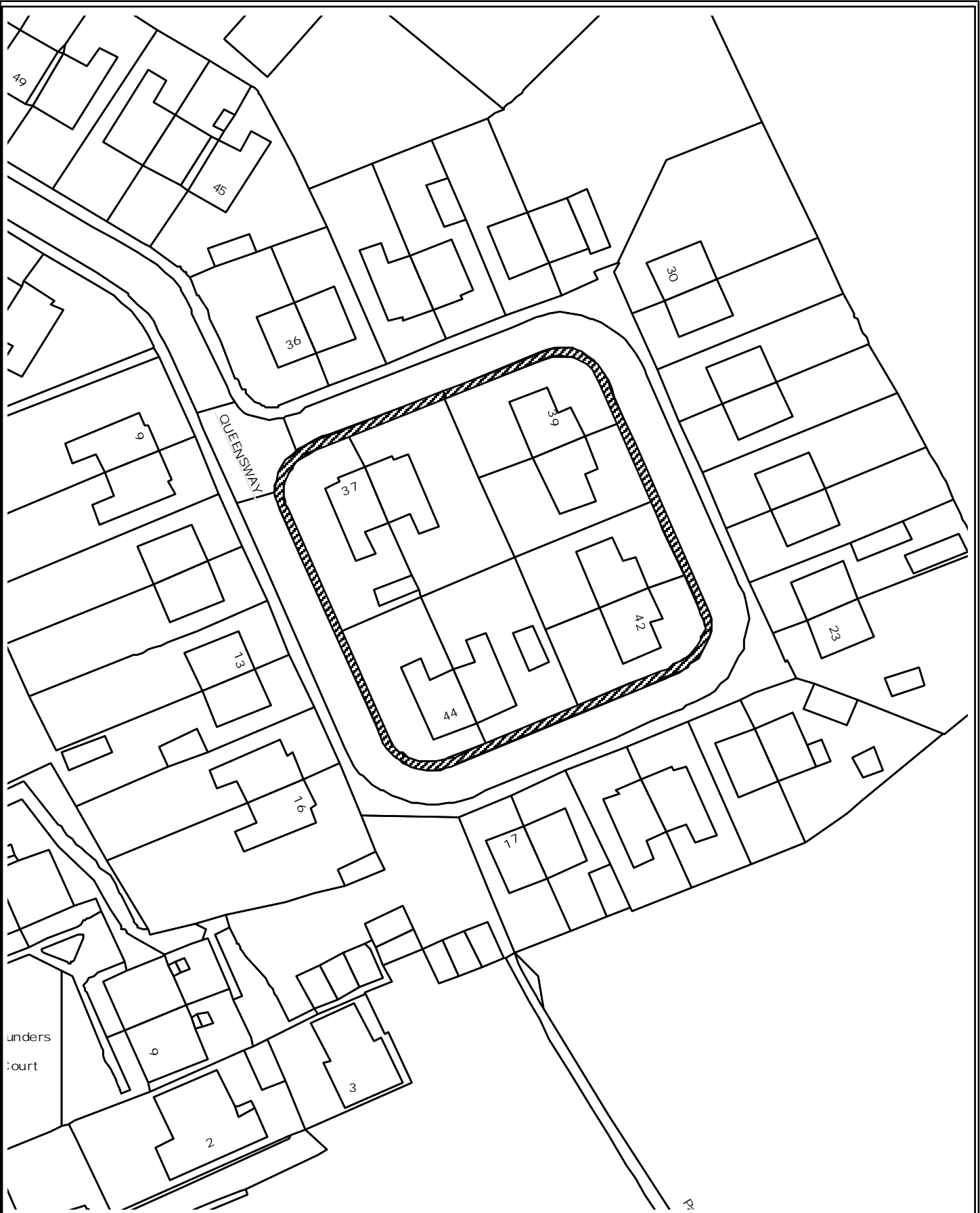
Total Cost of above schemes: £24,640

4 RECOMMENDATION

4.1 The Forum is asked to consider the above scheme. Approved schemes will need to be presented to the Neighbourhoods and Communities Portfolio for final approval.

SOUTH AREA – MINOR WORKS 2008/2009 - £87,000.00 BUDGET

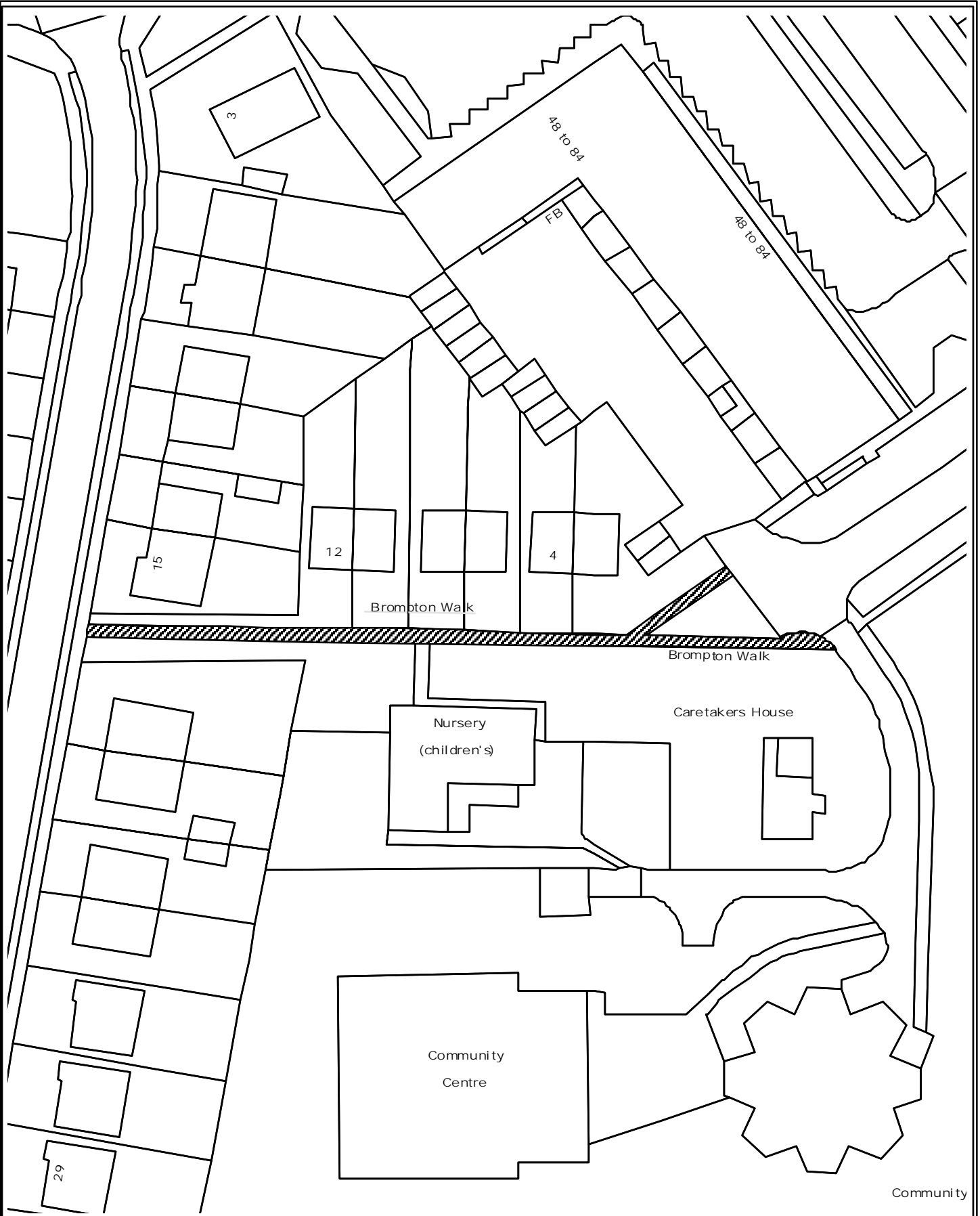
FORUM APPROVED DATE	LOCATION	WARD	WORK	TOTAL COST OF SCHEME	COST TO FORUM	TOTAL
20/6/08	South Area	All	Dropped Crossing Programme		£3,500.00	£3,500.00
20/6/08	Dundee Road	Rossmere	Verge Re-instatement with Tarmac		£4,100.00	£7,600.00
20/6/08	Callander Road	Rossmere	Verge Re-instatement with Tarmac		£1,150.00	£8,750.00
20/6/08	Inverness Road	Fens	Verge Re-instatement with Tarmac		£1,150.00	£9,900.00
20/6/08	Retford Grove	Fens	Replanting of flowerbed		£1,225.00	£11,125.00
20/6/08	Path nr Hill View	Greatham	Resurfacing of path		£6,320.00	£17,445.00
20/6/08	Danby Grove	Seaton	Verge Re-instatement with Tarmac		£2,150.00	£19,595.00
20/6/08	Wynyard Road	Owton	Verge Re-instatement with Tarmac		£1,450.00	£21,045.00
20/6/08	Lanark Road	Owton	Verge Re-instatement with Tarmac		£5,400.00	£26,445.00
20/6/08	Elgin Road	Owton	Verge Re-instatement with Tarmac		£4,600.00	£31,045.00
20/6/08	Fordyce Road	Owton	Verge Re-instatement with Tarmac		£1,330.00	£32,375.00
20/6/08	Monkton Road	Owton	Verge Re-instatement with Tarmac		£3,000.00	£35,375.00
20/6/08	Maxwell Road	Owton	Verge Re-instatement with Tarmac		£4,100.00	£39,475.00
20/6/08	Loch Grove	Owton	Verge Re-instatement with Tarmac		£2,450.00	£41,925.00
20/6/08	Lindsay Road	Owton	Verge Re-instatement with Tarmac		£1,550.00	£43,475.00
20/6/08			Contribution from Housing Hartlepool		£10,000.00	£33,475.00



Queensway, Greatham - Shaded area represents the footway to be resurfaced

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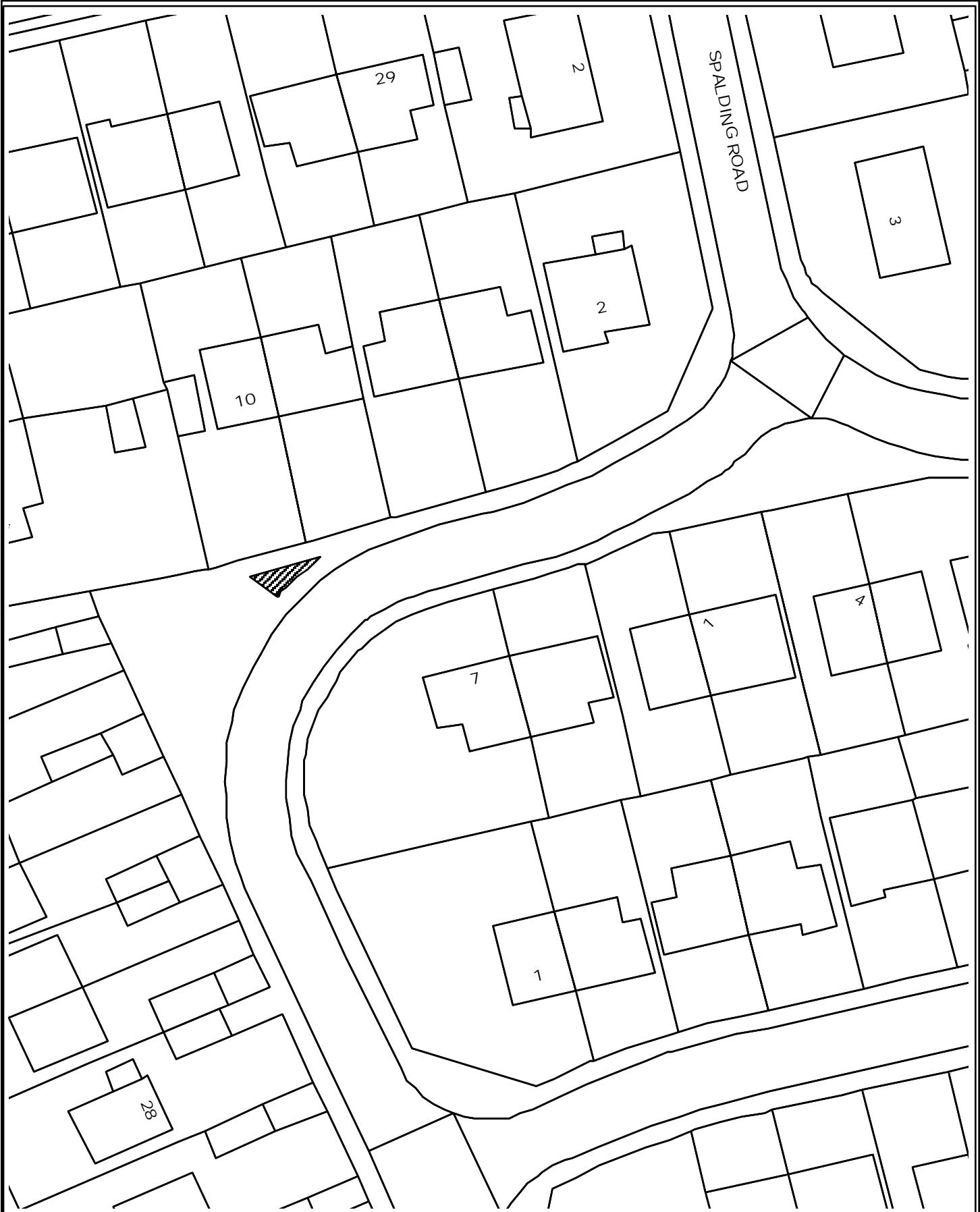
Brompton Walk, Seaton - Shaded area represents the footway to be resurfaced

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D. Stubbs

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Newark Road, Fens - Shaded area represents the area of verge to be replaced with paving slabs

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South Area Projects Funded by Pride in Hartlepool

Manor Residents Childrens Allotment	Health and safety improvements to children's allotment
Manor West Youth Project	Tree planting at Brierton Lane shops
18th Hartlepool Cub Scouts	Bulb planting near Scout HQ, Stockton Road
OFCA Jutland Road Shops Paint Up	Painting shop fronts
OFCA Kev's Project	Trailer to transport equipment for Kirklevington Environmental Voluntary Project (KEV)
	"Has Dalton Gone Potty" Project – Bulb planting at Dalton Piercy
Dalton Piercy Parish Council	Community garden
Seaton Grange Youth Group	Wildlife Pond Area
Seaton Carew Nursery	Veg and herb garden
Rossmere Primary School	Outdoor play area
Scallywags, Brierton Lane	Shrub planting on village green
Newton Bewley Parish Meeting	Living willow sculpture and seating area
Greatham Primary School	Herb garden
Fens Primary	Bulb planting
Greatham in Bloom "Tall Trees Spring Woodland Conservation Project"	
Manor West Youth Project	Replace trees around Brierton shops
OFCA VIP Project	Hand and power tools for VIP project
St Aidan's Primary School	Wildlife area on school field
	Automatic watering system and flower boxes by greens (various greens across Hartlepool including Seaton Carew)
Outdoor Bowls Consortium	Wildlife garden
Holy Trinity, Seaton Carew	Bulb planting at Greatham Beck
Beck Buddies	Making and installing bird and bat boxes
St. Aidan's Cubs Bird and Bat Box Project	
Greatham Primary School	Installation of litter bins near seating area in the playground
Seaton Carew Nursery	Sensory garden and planting around the boundary fence
OFCA VIP Project	Purchase of tools for VIP project