

REGENERATION AND LIVEABILITY PORTFOLIO

DECISION SCHEDULE



Friday, 26 September 2008

at 10.00 am

in Committee Room A

The Mayor Stuart Drummond responsible for Regeneration and Liveability will consider the following items.

1. KEY DECISIONS

None

2. OTHER ITEMS REQUIRING DECISION

- 2.1 Dent & Derwent Resident Association Action Plan - *Head of Neighbourhood Management*
- 2.2 Conservation Policy Review - *Assistant Director (Planning and Economic Development)*
- 2.3 Pride In Hartlepool Proposals - *Head of Procurement, Property and Public Protection*

3. ITEMS FOR INFORMATION

- 3.1 Headland Conservation Area Advisory Committee - *Director of Regeneration and Planning Services*
- 3.2 Park Conservation Area Appraisal - *Director of Regeneration and Planning Services*
- 3.3 Tees Valley Single Programme- Progress Report - *Head of Regeneration*

4. REPORTS FROM OVERVIEW OF SCRUTINY FORUMS

None

REGENERATION & LIVEABILITY PORTFOLIO

Report to Portfolio Holder

26 September 2008



Report of: Head of Neighbourhood Management

Subject: DENT & DERWENT RESIDENT ASSOCIATION
ACTION PLAN

SUMMARY

1. PURPOSE OF REPORT

To consider a request from the Dent/Derwent Resident Association for Hartlepool Borough Council's support in achieving the aims and objectives of the Associations recently published Action Plan.

2. SUMMARY OF CONTENTS

The Dent/Derwent Resident Association was established in 2001, its main aims and objectives being to work with partners to improve the quality of life of local residents living in the area bounded by Raby Road, Murray Street and Victoria Road.

Following a series of consultation events culminating in an Away Day the Association has recently published an action plan which sets out a vision for the area.

It is clear that the vision, key theme areas, and the aims and objectives contained in the Dent/Derwent Action are embraced by Hartlepool's Community Strategy and Neighbourhood Renewal Strategy.

3. RELEVANCE TO PORTFOLIO MEMBER

Neighbourhood Management and Neighbourhood Renewal are included within the Portfolio Holders remit.

4. TYPE OF DECISION

Non Key

5. DECISION MAKING ROUTE

Portfolio Holder's meeting on 26 September 2008.

6. DECISION(S) REQUIRED

That the Portfolio Holder communicate to the Dent/Derwent Association General Council support in assisting with achieving their vision through the Council's Neighbourhood Management Structure and NDC Neighbourhood Action Plan.

That the Portfolio Holder also congratulate the Dent/Derwent Association in the production of their Action Plan, and as a valued partner express thanks for their continuing contribution to improving the quality of life of the Dent/Derwent community.

Report of: Head of Neighbourhood Management

Subject: DENT & DERWENT RESIDENT ASSOCIATION
ACTION PLAN

1. PURPOSE OF REPORT

- 1.1 To consider a request from the Dent/Derwent Resident Association for Hartlepool Borough Council's support in achieving the aims and objectives of the Associations recently published Action Plan.

2. BACKGROUND

- 2.1 The Dent/Derwent Resident Association was established in 2001 its main aims and objectives being to work with partners to improve the quality of life of local residents living in the area bounded by Raby Road, Murray Street, and Victoria Road.

- 2.2 Following a series of consultation events culminating in an Away Day the Association has recently published an action plan which sets out the following vision for the area:-

‘Our vision is to have a community that is crime, drugs, and anti-social behaviour free that offers clean public spaces, where residents respect their neighbourhood and their neighbour, and take the opportunity to participate in community life, making it a community where people want to live and stay.’

- 2.3 The action plan points to the strength of existing partnerships with organisations such as Hartlepool Borough Council, New Deal for Communities, Hartlepool Police and others in contributing to this vision. It also highlights the need to strengthen partnerships and links with the NDC Neighbourhood Action Plan to ensure sustainable change, particularly in light of the time-limited New Deal for Communities Programme which is due to end in 2011. To this end the Dent/Derwent action plan is arranged around the following key theme areas and the Council is being asked to provide its continued support:-

- Crime and Safety
- Environmental Improvements
- Social Leisure and Educational Activities
- Health

- Private Rented Sector Housing
- Commercial Areas
- Traffic

3. CONTEXT

- 3.1 The geographical boundaries of the Dent/Derwent Association are located in the town centre area in Stranton Ward.
- 3.2 Stranton Ward falls within the top 1% of deprived wards nationally (Multiple Index of Deprivation) and is characterised by high levels of worklessness, low levels of educational attainment, poor health, high levels of crime and disorder, and a poor quality environment.
- 3.3 In recent years the area falling within the boundary of the Dent/Derwent Resident Association has benefited from a number of regeneration initiatives - most notably City Challenge in the 1990s, and more recently the New Deal for Communities Programme with the former focusing on physical improvements to housing and the environment, and the latter extending support to include broader social exclusion issues.

4. RELEVANT CURRENT COUNCIL STRATEGIES AND SUPPORT

- 4.1 The Hartlepool 'Community Strategy' and 'Neighbourhood Renewal Strategy' recognise that it is essential that in deprived neighbourhoods there is a need for additional support in order to improve the life chances of the residents who live and work there. These strategies are organised around the theme areas of Jobs and Economy, Lifelong Learning and Skills, Health, Community Safety, Housing and Environment, Culture and Leisure, and Strengthening Communities. The aim of the Neighbourhood Renewal Strategy is to:-

'Continue the regeneration of Hartlepool and ensure that local people, organisations and service providers work together to narrow the gap between the most deprived neighbourhoods and the rest of the Borough, so that in future, no-one is seriously disadvantaged by where they live.'

- 4.2 To assist in improving conditions at a local level nine areas in Hartlepool falling within the Neighbourhood Renewal Area have locally based plans known as 'Neighbourhood Action Plans' (NAPS). NAPS cover the thematic areas of the Community Strategy providing a more detailed set of priorities and actions identified and agreed by residents and agencies. They are endorsed by the Local Strategic Partnership, with the Councils Community Strategy, Regeneration,

and Neighbourhood Management Teams being responsible for their development, implementation and monitoring.

- 4.3 As part of its succession strategy New Deal for Communities has produced a Neighbourhood Action Plan, which covers the geographical area currently benefiting from NDC support. This area includes within its geography the Dent/Derwent area of benefit. Implementation of the NDC NAP is overseen by a Neighbourhood Panel that includes within its membership representatives from established resident associations in the New Deal for Communities area, including the Dent/Derwent Resident Association, and Ward Councillors from the four wards within the area. The Panel meets on bi-monthly basis and is supported by the Councils Central Neighbourhood Manager working with agencies to ensure that agreed priorities/actions are progressed and that services are accountable to, and meet the needs of the local community.
- 4.4 The Councils Central Neighbourhood Management Team, which is based at York Road in the heart of the NDC area, provides further opportunities to assist Dent/Derwent Association achieve its aims and objectives. This team, led by the Central Neighbourhood Manager is delivering rapid and co-ordinated responses on a daily basis to tackle immediate quality of life issues in relation to crime and the environment. Neighbourhood Development Staff working from this office provide grass roots support for residents groups developing their capacity to influence the way services are delivered, and the planning and organisation of events. One of the Central area Neighbourhood Development Officers has provided support in the development and production of the Dent/Derwent Action Plan.
- 4.5 A copy of the Action Plan is appended to this report. Key specific issues identified in the report include:
- The need for landlord licensing to tackle anti-social and transient tenancies
 - The need to tackle derelict key buildings/land (Young Street, Odeon, Church of the Nazarene)
 - The need to tackle litter, fly-tipping including business waste and recycling material
 - The need for continued cultural/educational community activities
 - The need to tackle chronic health problems

5. CONCLUSION

- 5.1 It is clear that the vision, key theme areas, and the aims and objectives contained in the Dent/Derwent Action are embraced by Hartlepool's Community Strategy and Neighbourhood Renewal Strategy.

- 5.2 The NDC Neighbourhood Action Plan and Panel supported by the Council's Central Neighbourhood Manager provide an appropriate vehicle through which the priorities and ambitions of the Dent/Derwent Community can be realised. The action plan will be reviewed at the end of this financial year and any outstanding issues that the Dent/Derwent Association wish to raise can be fed into the consultation process.
- 5.3 The production of the Dent/Derwent Action Plan demonstrates the maturity and commitment of the Dent/Derwent Resident Association to work in partnership with all those concerned to improve their area and for this they ought to be commended.

6. RECOMMENDATIONS

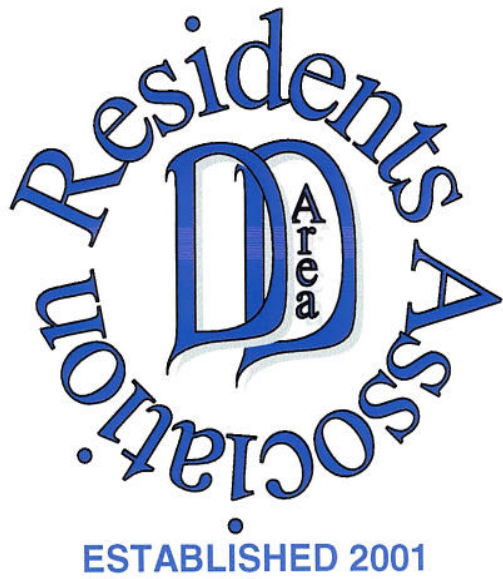
- 6.1 That the Portfolio Holder communicates to the Dent/Derwent Association general Council support in assisting with achieving their vision through the Council's Neighbourhood Management Structure and NDC Neighbourhood Action Plan.
- 6.2 That the Portfolio Holder also congratulate the Dent/Derwent Association in the production of their Action Plan, and as a valued partner express thanks for their continuing contribution to improving the quality of life of the Dent/Derwent community.

7. CONTACT OFFICER

- 7.1 Denise Ogden – Head of Neighbourhood Management
Neighbourhood Services Neighbourhood Management
Hartlepool Borough Council

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Email: denise.ogden@hartlepool.gov.uk



ACTION PLAN 2008-2011



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Chairman's Foreword

Dear Resident

I am honoured to have held the position of Chairman since the inception of the Association in 2001, which came about in response to residents growing concerns of increasing crime and anti-social behaviour within our private rented sector, absentee landlords, environmental concerns and other issues to name but a few. Since then a tremendous amount of work has been undertaken by the Association alongside partner organisations such as NDC, HBC and others to find solutions to make our community safer and cleaner to improve the quality of life for residents.

Belief in partnership working also enabled the Association to expand to include both Guinness Northern Counties Estates at the same time building strong links with the police, ward councillors etc, for the benefit of all residents.

The positive and often demanding work has also enabled our community to play a role in the successful development of the 'Good Citizen Initiative' being rolled out town wide that will help to tackle the negative and damaging influence of anti-social behaviour, which also forms part of the Landlords Licensing Scheme-soon to be introduced- to which our area of benefit has been chosen to participate in, under phase one of the initiative.

And lastly as we start to celebrate 7 years of action, the Association as been involved in many projects to tackle crime, anti-social behaviour, and environmental issues and organised educational, social and recreational activities and continue to work with a number of agencies to tackle issues affecting our area of benefit we now need progress on some longstanding issues such as the Odeon, Young St land and Church of the Nazarene Land to develop these and bring them back into use to the benefit of all the community, as well a need to see an improved and more varied day time economy within our commercial areas.

This action plan brings together all those issues and many others, residents have identified as concerns, it is needed to enable us to move forward and will act as a guide when undertaking discussions or pressing for action to find positive and lasting solutions to these issues

I take this opportunity to extend my thanks to all residents who continue to support the work of the Association, all agencies for their continued input and support in making our area of benefit a better and safer place to live and particularly to Julie Rudge (Association Secretary) for her continued hard work and commitment and for preparing this action plan that will take us forward over the next three years.

Edwin Jeffries
Chairman

VISION FOR OUR COMMUNITY

Our vision

Our vision is to have a community that is crime, drugs and anti social behaviour free that offers clean public spaces, where residents respect their neighbourhood and their neighbour, and take the opportunity to participate in community Life, making it a community where people want to live and stay

AREA OF BENEFIT

The area of benefit of the association comprises of residences and legitimate businesses contained in the following streets (a) and those Guinness Trust domestic properties contained in (b):

a) Elliott Street (part No's 1, 2A-12) Dent Street, Derwent Street, Lowthian Road (Murray Street/York Road) Hartley Close, Lynnfield Road (2 & 4) Young Street (5-11) Morton Street, Straker Street.

b) Guinness Northern Counties(GNC)

Joicey Court, Ridley Court, Murray Street (74-96 evens only) Young Street (2 – 22)
Barbara Mann Court, Elliott St (3-47 odds only)

Please note

Any future expansion to be included

See Appendix 1 & 2

CODE OF CONDUCT

- Treat other members with respect.
- One member shall speak at a time through the chair.
- All committee members to send apologies when they are unable to attend meetings.
- All members to abide by the constitution. (See appendix 1)
- Members shall treat all invited guests and speakers with respect.
- No member shall attend meetings under the influence of drug's or alcohol. If members do so they shall be asked to leave the meeting. If the behaviour is persistent the member shall be expelled from the management committee
- Members will not swear or act in a way that will bring the Association into disrepute at either association or committee meetings or at meetings organised by other agencies.
- Members will not speak on behalf of the association unless they have permission to do so.
- Management committee members shall not bring the association into disrepute with other individuals/groups by discussing any matter deemed confidential or unwritten with other association members or persons not associated with the association, unless specifically requested too.

AIMS & OBJECTIVES

- Safe guard and promote the interests of all people resident and/or operating a business in the area of benefit
- Provide social, leisure and educational activities.
- Improve the Health and quality of life of residents in the area.
- Achieve maximum environmental improvements of the area of benefit.
- Reduce crime and increase safety of all residents/business within the area of benefit.
- Ensure all issues pertinent to the above are addressed in conjunction with other groups of interest.

Also see appendix 1

SUSTAINABILITY

- Bi-Monthly Meetings with the flexibility to call additional meetings when required
- Management Committee meetings-continue to meet monthly
- Strengthen Partnership with Guinness Northern Counties
- Strengthen ties with and support the New Deal for Communities(NDC) Neighbourhood action plan(NAP)
- Continue to work closely with the Police and PCSOS-operate an open invitation to Association meetings

Also refer

Funding pg11

Social, Leisure & Educational Activities pg19

FUNDING

Fund-Raising

- Football card
- Raffles
- Events
- Activities

Contributions

Grant Providers

Earned Income

- New Deal for Communities (NDC) Leaflet deliveries
- Guinness Northern Counties-leaflet deliveries

Also refer

Sustainability pg10

Social Leisure & Educational Activities pg19

EXPANSION OF THE ASSOCIATION

Potential expansion of boundaries

3 Rivers

- Elliott St 14-42, Hartley Close 8-10a, 1 Derwent St 20

Others

- Elliott St 44 Hunter St 24, 25 Hartley St 25 48 Murray St 6

* Wharton/ Errol area

- Errol St 2-12 1-3 shop 9
- Wharton St 1-27, 2-24 26
- Lowthian Road 2-18,1-19a 21
- Raby Road 29-57 15
- Avenue Road 48-54 Residential only 4
- Rium Terrace 2-20 10
- York Road 2-42 (Raby Rd-Errol St-Residential properties only) 21
- 11-59, 63-69,79(Young St- Elliott St-Residential only) 28

Total 160

Responsibility-Management Committee & all members

* Subject to funding and resident involvement

GUINNESS NORTHERN COUNTIES (GNC) PARTNERSHIP

- Work in partnership to resolve estate issues relevant with the constitutional aims & Objectives of the association (eg signpost to other agencies, beautification & designing out crime scheme- Barbara Mann Court)
- Association provide GNC with all minutes of management committee & Association meetings, audited Accounts, forthcoming meetings and any relevant information on planning applications or objections
- 3 Places available on management committee for GNC resident (Refer to Constitution)
- Provide a section on association agenda for residents to raise issues
- Invite GNC to Association meetings when requested by residents or for matters of interest
- Arrange & facilitate meetings for residents & GNC
- Participate in estate inspections
- Assist with GNC publicity material, when applicable
- Work towards becoming a Tenant Resident Association (TRA)

Also refer

Management Committee pg14

Aims & Objectives pg8

Code of conduct pg9

Sustainability pg10

Constitution appendix 1

MANAGEMENT COMMITMENTS

- Provide a welcoming place where any resident can come, meet, raise and discuss issues with others
- Make aware through leaflets to each household within our area of benefit, notice of Association meetings, activities & events
- Provide minutes of each meeting, which are written appropriately
- Arrange for individuals, agencies, organisations to attend Association meetings relevant to any issue or interest
- Work in partnership with any agency, organisation or individual on solutions to issues concerning residents relevant to the associations area of benefit and potential wider community
- Abide by the constitution (See Appendix1)

Also refer

Area of benefit pg7

Aims & Objectives pg 8

Code of Conduct pg 9

Sustainability pg 10

CRIME & SAFETY

Priority	Potential Action	Responsibility
Burglary	<ul style="list-style-type: none"> •Raise awareness- Home security & crime prevention events •Neighbourhood watch schemes 	All residents, DDARA, police, wardens, PCSOs, victim support, NDC Crime prevention team, Landlords & agents
Drug Dealing	<ul style="list-style-type: none"> •Report •Enforcement, evictions etc •Crack house closures 	DDARA, all residents, police, PCSOs, wardens, Neighbourhood watch, ASB, Victim Support
Anti-Social Behaviour	<ul style="list-style-type: none"> •Support, encourage reporting of incidence •Safer, Cleaner, Greener initiative(SCG) •enforcement action (eg evictions, ABCS) •Foam Ball are best(FAB) •Alcohol Ban enforced •Regular street audits 	ASB unit & partner agencies, Police, PCSOs, wardens, Victim Support, HBC-Private sector housing & enforcement, Guinness All residents, Landlords & agents
Arson	<ul style="list-style-type: none"> •Contact emergency services •Report incidence of deliberate fire •Report & tackle areas of potential arson •Home Safety checks 	All residents, landlords & agents Fire Brigade, Arson reduction team Victim Support
Any other act deemed unlawful	Any of the Above	Any of the Above
CCTV	•Work with agencies, discuss feasibility evidence based	DDARA, police,all relevant agencies
Reduce Fear of Crime	•Crime prevention, support	Any of the ABOVE

ASB= Anti-Social Behaviour ABC'S=Acceptable Behaviour Contracts
PCSO=Police Community Support Officer

HBC=Hartlepool Borough Council



Also refer

Environment pg17

Health pg20

Private rented sector housing pg21

Voice Makers pg24

ENVIRONMENTAL IMPROVEMENTS



Priorities	Potential Action	Responsibility
The Odeon	<ul style="list-style-type: none"> •Purchased, Demolished & developed Outcome: Eye sore gone & Back in use	NDC, HBC, Revival, DDARA,Owner
Young St Land	<ul style="list-style-type: none"> •Purchase- Possibly Green space •See Traffic Outcome: Safe & Greener space	NDC, HBC, Revival, DDARA,Owner
Church of the Nazarene cabin & land	<ul style="list-style-type: none"> •Cabin-demolished •Land-purchased & developed Outcome: Eye sore gone & back in use	NDC, HBC, Revival, DDARA,Owner
Old tile shop plot (Corner Elliott St-Murray St)	<ul style="list-style-type: none"> •See Commercial Areas 	NDC, HBC, Revival, DDARA,Owner
Beautification Schemes where applicable	<ul style="list-style-type: none"> •Identify & Consult with residents Outcome: Cleaner, Greener	NDC Neighbourhood Management, HBC-Pride in Hartlepool, DDARA, Guinness, any resident
Graffiti	<ul style="list-style-type: none"> •Encourage reporting offences & offenders •Remove Outcome: Visually pleasing	HBC, Probation Service. All residents,DDARA

CONTINUED

Litter, fly-tipping including business waste & recycling material	<ul style="list-style-type: none"> •Regular clean ups & Inspections •Re-educate offenders •Enforcement action •More bins in area Outcome: All public spaces cleaner & Safer	NDC Neighbourhood Management, HBC Neighbourhood Services-SCG Church of Nazarene, Guinness, All residents, businesses & landlords
Dog Fouling & control	<ul style="list-style-type: none"> •Support & encourage reporting of offenders •HBC dog control Strategy Outcome: Clean & safe to play	All Residents, HBC enforcement SCG initiative
Road & Pavement Maintenance -eg. potholes	<ul style="list-style-type: none"> •Encourage reporting Outcome: Safer to walk	HBC Highway Management
Damaged drain pipes & trailing TV wiring	<ul style="list-style-type: none"> •Renew •Secure to walls, Possibly encase Outcome: Aesthetically pleasing & Safer	Possibly NDC Neighbourhood Management, Individual households & landlords, see anti-social behaviour pg14



Also refer

Sustainability pg10

Crime & Safety pg16

Health pg20

Private sector housing pg21

Traffic pg23

SOCIAL, LEISURE & EDUCATIONAL ACTIVITIES



Potential Activities & Events

- Alley-Barbi
- Outings-eg. day trips, theatre
- Race night
- Quiz night
- Male voice choir
- Family/Children's activities
- Cultural / Educational events
- Training Courses where applicable
- Any event or activity deemed appropriate

Please note

All events & activities are subject to the Capacity to deliver

Also refer

Funding pg9

Sustainability pg8

HEALTH

Priorities	Potential Action	Responsibility
Reduce Mental Health	•Signpost, encourage & support into activities & treatment	Any potential Partners, DDARA, Mind, PATH, Carers-Low level Support, PCT
Reduce Substance Misuse (drugs, alcohol etc)	•Signpost into treatment •Raise awareness •Report drug dealing •HBC Alcohol Ban	DAT, DDARA, Police, ASB, Wardens, PCSOS, all residents, PCT
Reduce Isolation	•Signpost •Encourage participation in activities	Any potential Partners, DDARA, Mind, Careers-Low level support, Lynnfield Learning Centre
Long term conditions	Signpost & encourage into activities & treatment	Any potential Partners, DDARA, Mind, PATH, PCT
Healthy environment (clean)	•Support & encourage SCG initiative & Recycling •Report fly-tipping, dog fouling, graffiti	DDARA, Neighbourhood management, HBC, All residents
Health of the Community	•Raised community spirit	DDARA, Guinness, partners

DAT=Drug Action Team

PATH=Peoples Access to Health

PCT=Primary Care Trust



Also refer

Crime & Safety pg16

Environment pg17

Social, Leisure & Educational Activities pg19

PRIVATE RENTED SECTOR HOUSING

Priority	Potential Action	Responsibility
Tackle anti social tenants , transient tenancies , absent landlords & sub-standard properties	<ul style="list-style-type: none"> •Engage with landlords & agents, •Develop tenant welcome pack •Improvements to properties (Decent home standard) •Encourage reporting of incidence •Enforcement Action(eg Evictions) •Support-Proposed landlord selective Licensing scheme <p>Outcome: sustained tenancies</p>	DDARA, HBC private sector housing, ASB unit NDC Neighbourhood management, all landlords & agents, Police, residents

Also refer

Crime & Safety pg16

Environment pg17

Health pg20

COMMERCIAL AREAS

Priority	Potential Action	Responsibility
Wider choice of daytime retail outlets -Murray St -Raby Road (Lynnfield Rd-Hart lane) - York Rd (Victoria Rd-Raby Rd)	<ul style="list-style-type: none"> •Raise awareness, support & encourage petitions & objections •Respond at planning where applicable 	HBC planning, business liaison officer, DDARA, any resident
Prevent any further proliferation of hot food outlets & as a night time economy	<ul style="list-style-type: none"> •Inform, support & encourage petitions & objections • Respond at planning 	DDARA, all residents, HBC Planning
Old tile shop plot (Corner Elliott St-Murray St)	Rebuild like for like See Environmental Improvements Outcome -Back un use	Owner, HBC Planning
Future planning Applications	Respond at planning where applicable	Any Residents, DDARA



Also refer
Environment pg17
Traffic pg23

TRAFFIC



Priority	Potential action	Responsibility
Remove illegal car park-Young St	•See environment	DDARA, residents, NDC, Revival
Reduce traffic within our residential areas	•Maintain residential parking, •Encourage greater use of Murray St car park	HBC Traffic Management

Linkages

- Parking permit Consultative group

Also refer

Environment pg17

VOICE MAKERS

Your Voice	Responsibility
New Deal for Communities Steering Group	Julie Rudge (Elected)
Guinness Northern Counties- -Customer Panels -Estate Inspections	-Any Guinness Northern Counties Resident -Any Guinness Northern Counties Resident & DDARA
Neighbourhood Action Plan Panel	1 Management Committee member
Parking Permit consultative Group	Secretary
Hartlepool Community Safety Forum	Julie Rudge (Part of NDC Resident Representative role)
Central Police and community Safety consultative Forum	Open to any resident
Central Neighbourhood Forum	Open to any resident

Dent/Derwent Area Residents Association J Rudge (Sec)	7Dent St	01429 868310 answer phone only
Hartlepool Borough Council Parking Issues Neighbourhood Services Dog Fouling, Noise Nuisance, Fly Tipping Recycling Private Sector Housing	Civic Centre-Victoria Rd	266522 523333
Cllrs P Hargreaves, R Payne & J Shaw	As above	
New Deal for Communities	The Arches, 79 Park Rd	01429 894046
Guinness Northern Counties -Repairs	1Tudor Court, The Greenway, Thorntree, Middlesbrough, TS3 9PZ	01642 247000 08000 853585
Hartlepool Credit Union	Avenue Road	01429 863542
MIND	Tees St	01429 269303
Community Safety Office Officers available: Police, Crime Prevention, Anti-Social Behaviour, Victim Support, Environmental, Neighbourhood Management, Community Development	173 York Road	01429 855560
Police emergencies Police Station	-Crime in progress	999 01429 221151
Neighbourhood Police Officers	Single Point of contact	01429 235811
Drug abuse	Whitby St clinic	01429 854063
Domestic Violence Women's Aid	National Helpline Mon-Fri 9am-4pm	0808 2000 247 01429 890558
Ringmaster (to join)	Steve Darcy	01429 405579
Victim Support	Peoples Centre	01429 221920

Dent/Derwent Area Residents Association
D.D.A.R.A.

CONSTITUTION

1. Name

The name of the group shall be Dent/Derwent Areas Residents Association. – (DDARA)
(Henceforth known as the Association)

2. Area of Benefit

The area of benefit of the association comprises of residences and legitimate businesses contained in the following streets (a) and those Guinness Trust domestic properties contained in (b) & ((c) – to be confirmed)):

- a) Elliott Street (part No's 1, 2A-12) Dent Street, Derwent Street, Lowthian Road (Murray Street/York Road) Hartley Close, Lynnfield Road (2 & 4) Young Street (5-9) Morton Street, Straker Street.
- b) Joicey Court, Ridley Court, Murray Street (74-96) Young Street (2 – 22)
- c) Elliott Street 3 – 47, Barbara Mann Court 1 – 52

3. Aims and Objectives

The Association objectives are to:

- a) Safeguard and promote the interests of all people resident and/or operating a business in the area of benefit
- b) Provide social, leisure and educational activities.
- c) Improve the Health and quality of life of residents in the area.
- d) Achieve maximum environmental improvements of the area of benefit.
- e) Reduce crime and increase safety of all residents/business within the area of benefit.
- f) Ensure all issues pertinent to the above are addressed in conjunction with other groups of interest.

4. Powers

In the furtherance of the objects, but not otherwise, the Executive Committee may exercise the following powers:

- i. Power to raise funds and to invite and receive contributions provided that in raising funds the executive Committee shall not undertake any substantial trading activities and shall conform to any relevant requirements of the law.
- ii. Power to employ such staff (who shall not be members of the Executive Committee) as are necessary for the proper pursuit of the Aims and Objectives.

- iii. Power to cooperate with other charities, voluntary bodies and statutory authorities operating in furtherance of the Aims and Objectives or of similar purpose and exchange information and advice with them.
- iv. Power to appoint and constitute such advisory committees as the Executive Committee may think fit.
- v. Power to rent, take on lease, or exchange any property necessary for the achievements of the Aims and Objectives and to maintain equipment for use.
- vi. Power to do all other lawful things as are necessary for the achievements of the Aims and Objectives.

5. Equal Opportunities

The Association shall not discriminate against anyone on the grounds of Race, Colour, Religion, Political Opinion, Gender, Sexuality or Disability.

6. Membership

Membership of the Association shall be open to all individuals over the age of 18 who are resident and/or operate a legitimate business within the area of benefit. The Executive Committee may level an annual subscription, to be agreed at an AGM, which will form part of the pre-requisite of membership. Every member shall have one vote.

7. Management

- i. No more than 11 people shall be elected at the Annual General Meeting (AGM) to serve as a Management Committee (The Executive). Five (5) places from those premises as outlined in 2(a) above. Three (3) Management Committee places to be allocated to the residents contained within those Guinness Trust domestic properties outlined in 2(b & c) above and three (3) places to be open for co-optees.
- ii. The following officers may be nominated and elected at the Annual General Meeting and will automatically become members of the management committee.
 - a) Chairperson
 - b) Vice Chair
 - c) Secretary*
 - d) Treasurer

* Limited to residents contained in those properties outlined in 2 (a) above..

Posts of Asst Secretary and Asst Treasurer may be nominated to and elected to as ex-officio members of the Management Committee (7.vi) Members of a Social Committee may also be identified.

- iii. Management Committee members who miss 3 consecutive meetings without sending apologies may by a majority vote of the committee be removed from the committee.
- iv. All members of the management committee shall retire from office together at the Annual General Meeting next after the date on which they were elected. All retiring members may be re-elected or re-appointed.

- v. All officers and members of the management committee must reside and have at least 12 months residency and/or operate a legitimate business within the area of benefit for at least 12 months and be members of the association in accordance with Para 6 of the constitution.
- vi. The management Committee may appoint any officer that is deemed necessary for the efficient discharge of business. These officers will be ex-officio members of the management committee.
- vii. Management Committee members must agree to a CRB check (If Required) Any member proven to be involved in criminal activities, convicted of fraud or currently declared bankrupt may not be elected to executive posts

8. Meetings

- i. Committee meetings shall be open to committee members and invited guests. These will be held at least 9 times per year. (No meetings will take place in the month of August except in accordance with 8(vi) of this constitution)
- ii. Special Committee meetings and Special Association meetings shall be called in accordance with this constitution at the appropriate time and with 14 days noticed.
- iii. Association meetings will be open to all residents and will be held at least 6 times per year.
- iv. A quorum at committee meetings will be at least 50% of those elected. Committee meetings may take place if there is less than a quorum but no decision can be made/taken.
- v. All decisions/actions of the committee will be reported to the next subsequent Association meeting.
- vi. Minutes of committee meetings shall be kept and made available as widely as possible within the area of benefit.
- vii. The committee will undertake to publicise the meetings as widely as practicable within the area of benefit.
- viii. Sub-groups of the committee may be formed if required to look at particular issues. Such groups may co-opt other residents and officers and representatives of outside agencies as deemed appropriate
- ix. Legitimate expenses (to be agreed) may be paid to committee members when acting in accordance with the Aims and Objectives of the Association. No claim will be accepted unless accompanied by a bona-fide receipt
- x. Requests to attend committee meetings from individuals not members of the committee will be considered by the chair and secretary of the committee. Observers and ex-officio status may be granted on request providing that the individual can attend the meeting in that capacity. Observers and ex-officio attendees may speak but do not have the right to vote in the event of a vote been required.
- xi. Speakers requested to attend meetings may claim legitimate expenses (to be agreed) on production of a valid receipt.
- xii. Members of the management committee cannot be a member of any other resident association management committee
- xiii. All Members of the Association including Members of the Management Committee have to abide by the Associations Code of Conduct (See Appendix 1)

9. Motions

- i. Motions to Association meetings must be received by the Secretary at least 14 days prior to the appropriate meeting.

- ii. Motions for, management committee meetings, must be received by the secretary at least 7 days prior to the appropriate meeting.
- iii. Motions to special meetings must accompany the request for a special meeting.
- iv. Motions must be relevant to the Pursuance of the Associations Aims and Objectives.

10. Finance

- i. All finances received by the Association must be maintained in a bank account(s) held in the name of the Association and used solely for the benefit of achieving the Aims and Objectives of the Association. With drawls and cheques will require the signatories of at least two of three named signatories, elected at the AGM. Bank signatories should be management committee members.
- ii. No two signatories to reside in the same household and/or same business.
- iii. The treasurer will only pay legitimate expenses with 8(iv) above when accompanied by a Bona-fide receipt.
- iv. Self-Signed receipts from will not be accepted as proof of expenditure.
- v. The treasurer will keep detailed accounts of all financial transaction.
- vi. The treasurer will produce quarterly financial spends to the management committee/Association.
- vii. All accounts will be audited and financial statements presented at the Annual General Meeting.
- viii. Any Resident in the Area of Benefit wishing to see accounts thereafter must do so in writing and the treasurer to act in accordance with that request at a time and place suitable to the treasurer.

11. Annual General Meeting

- i. There shall be an Annual General Meeting in each year, and not more than 15 months after the previous Annual General Meeting, at which, officers shall make a report of the groups activities. The officers and committee shall then stand down and new officers and committee elected.
- ii. Appropriate notification of the AGM will be given at least 31 days prior to the date/time of the AGM
- iii. Motions to the AGM must be received by the Secretary in writing, at least 21 days prior to the AGM.
- iv. Emergency motions may be accepted onto the agenda if agreed by a majority of those members present at the meeting. The chairperson to guide the meeting on the genuineness of the emergency.

12. Special Association Meetings

A special Association meeting is open to all members will be held if at least 10 members submit in writing, a request for such a meeting to the secretary, who shall arrange for such a meeting to take place with 14 days notice.

13. Changes to the constitution

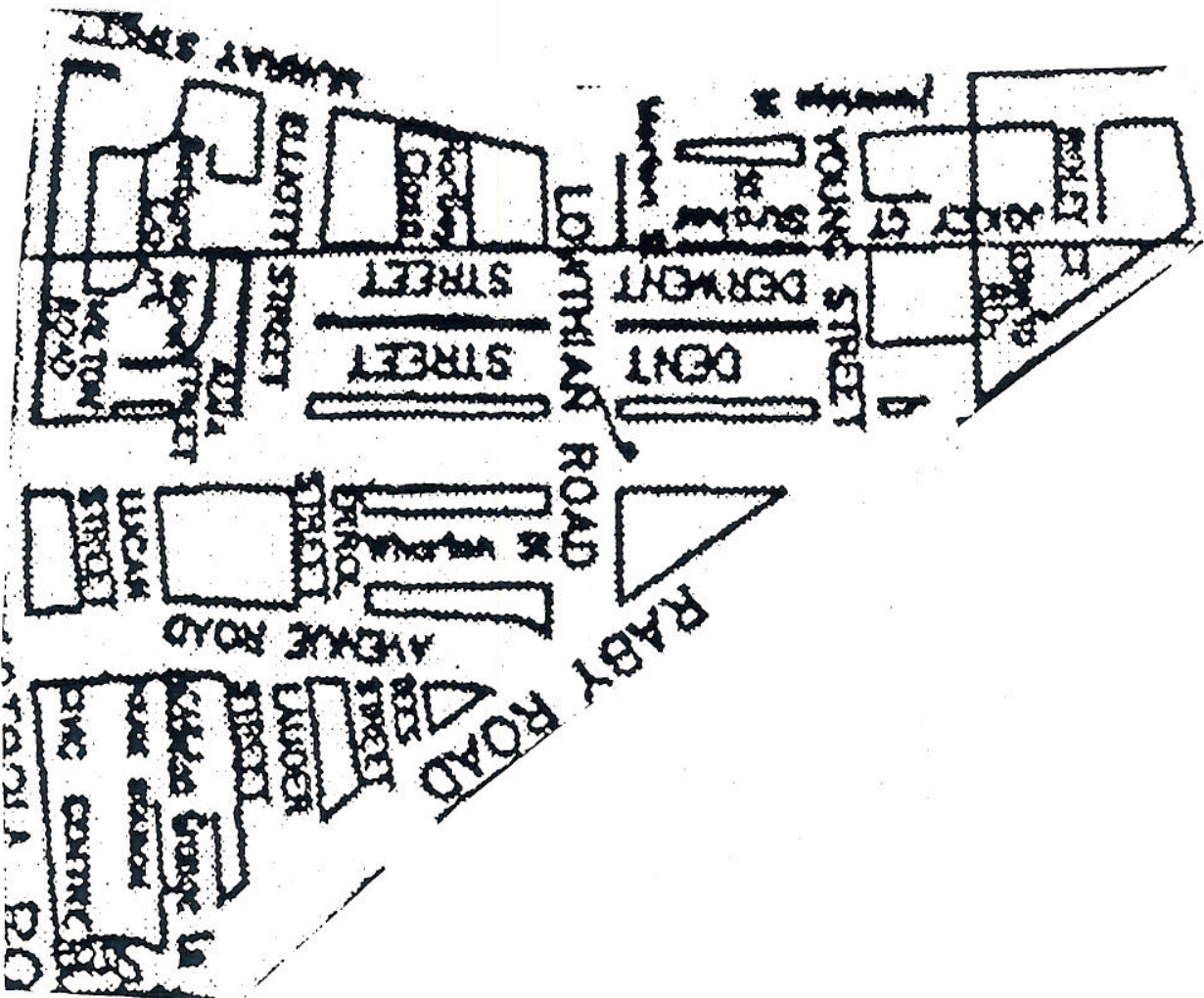
- i. All proposed changes to the constitution must be submitted in writing to the secretary at least 14 days before the Annual General Meeting
- ii. Any changes too the constitution must be agreed by a majority of two-thirds of the membership present at the Annual General Meeting.

14. Dissolution of the Association.

- i. The, Association may only be dissolved by a Special General Meeting called for that purpose.
- ii. Such a meeting must be publicised at least 14 days before the day of the meeting,
- iii. A proposal to dissolve the Association shall only take effect if agreed by two-thirds of the members present at the meeting.
- iv. All funds and documents relating to the group shall be disposed of in accordance with the wishes of the meeting except were funds or equipment have been granted or supplied by another body, in which case the funds or equipment reverts back to that body.

Name EDWIN SEFFRIES Signed [Signature] Chair Date 25/06/06

Name Julie Rudge Signed J. Rudge Secretary Date 25-06-06



For Further information contact:

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a member of
The Guinness Partnership



**REGENERATION AND LIVEABILITY PORTFOLIO
REPORT TO PORTFOLIO HOLDER**

26 September 2008



Report of: Assistant Director (Planning and Economic Development)

Subject: CONSERVATION POLICY REVIEW

SUMMARY

1.0 PURPOSE OF REPORT

- 1.1 To seek the Portfolio Holder's views on proposed policy guidelines for alterations to properties in Conservation Areas.

2.0 SUMMARY OF CONTENTS

- 2.1 The report refers to the review by the Planning Committee of its policy guidelines for alterations to properties in conservation areas. A copy of a report on this matter to the Planning Committee meeting on 3 September is appended to the report and includes proposed new policy guidelines, which provide for the use of modern materials for window replacements, provided certain design criteria are met. The Planning Committee resolved to consult conservation area residents, the Portfolio Holder, the Conservation Area Advisory Group on the proposed guidelines and receive a report back on the outcome of the consultations. The Portfolio Holder's views on the proposed guidelines are therefore requested.

3.0 RELEVANCE TO PORTFOLIO MEMBER

- 3.1 Conservation policy falls within the Portfolio

4.0 TYPE OF DECISION

Non-Key.

5.0 DECISION MAKING ROUTE

- 5.1 Portfolio Holder to comment on proposed guidelines, 26 September, 2008, Planning Committee to agree finalised guidelines in light of consultation responses.

6.0 DECISION(S) REQUIRED

- 6.1 The Portfolio Holder's comments on the draft guidelines are requested.

Report of: Assistant Director of Regeneration and Planning Services

Subject: CONSERVATION POLICY REVIEW

1. PURPOSE OF REPORT

- 1.1 To seek the Portfolio Holder's views on proposed planning policy guidelines for alterations to properties in conservation areas

2. BACKGROUND

- 2.1 The Portfolio Holder will be aware that the Planning Committee has been reviewing its policy guidelines for alterations to properties in conservation areas. The Committee considered the report attached as **Appendix 1** at its meeting on 3 September and agreed to consult Conservation Area residents, the Regeneration and Liveability Portfolio Holder, Conservation Area Advisory Committee and the emerging Headland Conservation Area Advisory Group on the draft guidelines.

3. RECOMMENDATION

- 3.1 That the Portfolio Holder's comments on the draft guidelines are requested.

Report of: Assistant Director (Planning & Economic Development)

Subject: Conservation Policy Review

1 Introduction

- 1.1 Members will recall the consideration of planning policy guidance for residential properties in conservation areas and listed buildings during 2006 – 7. A report has previously been brought to this Committee however it was noted that the proposed policy did not include reference to the use of modern materials in conservation areas therefore it the Committee requested that this guidance should be reconsidered.
- 1.2 The Planning Working Group has therefore been reconsidering this area of policy in recent months. In considering policy guidance the Working Group agreed that there should be no change to the policy guidance for listed buildings: works to such buildings of special interest should continue to use traditional design solutions and materials. The main focus of this review is therefore on unlisted properties in conservation areas. These fall into two categories outlined below:
1. Properties in conservation areas covered by an Article 4 Direction which controls changes including replacement windows.
 2. Other properties in conservation areas with the normal permitted development rights, which allow alterations such as window replacement without the need for planning permission.
- 1.3 Given the distinction between the controls and the requirement for planning permission due to Article 4 Directions the main consideration in this instance is the policy guidance relating to properties covered by an Article 4 Direction.

2 Background

- 2.1 In considering policy guidance this Committee specifically requested further investigation into the inclusion of reference to modern materials within any new guidance.
- 2.2 Officers have carried out research into the options available when using modern materials. In addition, a representative of the British Plastics Federation (BPF) was invited to Hartlepool to provide information to officers on the capability of UPVC.

3 Requirements for replacement windows

3.1 Discussions at Working Group Meetings have suggested that four criteria should be considered when looking at replacement windows. These are:

- Design
- Dimensions
- Detailing
- Opening mechanism

3.2 These criteria are felt to be the key details that, if achieved, will result in a window similar to a traditional solution. The rationale behind the use of the four criteria is examined in Appendix 1.

3.3 The criteria were proposed as part of the consultation processes on the Headland Conservation Area appraisal. The consultation was extensive with three rounds gauging residents' thoughts on the conservation area. It was clear from the first two consultation events that a major issue in the area was the use of UPVC. In the third round of consultation the majority of respondents (65%) agreed that, in the case of Article 4 properties, 'modern materials on these properties may be considered, but only where these materials are in keeping with the design, detailing, dimensions and the opening mechanism of the original window'. It is therefore suggested that any new policy on UPVC windows should be based on these criteria.

3.4 With regard to the introduction of a new policy to support the use of replacement windows within conservation areas, it is suggested that the planning policy endorsed by Planning Committee on the 10th March 2004 is amended in relation to unlisted buildings in conservation areas, subject to an Article 4 Direction. The proposed amendments are highlighted below.

B(i) Any planning application for replacement or alteration of traditional joinery items on the building on front, side or rear elevations which is not of a type appropriate to the age and character of the building (in terms of design and detailing) and the character and appearance of the conservation area should be denied consent. The use of traditional materials will be favoured, however the use of modern material will be accepted provided that the window is of design, dimensions, detailing and opening mechanism matching those of the original window.

(ii) Any planning application for replacement or alteration of non-traditional joinery items on the building on front, side or rear elevations which is not of a type appropriate to the age and

character of the building (in terms of design and detailing) and the character and appearance of the conservation area should be denied consent. The use of traditional materials will be favoured, however the use of modern material will be accepted provided that the window is of design, dimensions, detailing and opening mechanism matching those of a traditional window appropriate to the character of the property.

- 3.5 These amendments specifically refer to modern materials and the key design elements which should be met in a suitable replacement window.
- 3.6 Should Members feel that it is appropriate a list of companies which can manufacture UPVC sash windows could be compiled, however it should be noted that the Council could not recommend companies and a caveat would be placed on any list.

4 Financial Assistance

- 4.1 In discussions about UPVC sliding sash windows it was acknowledged that such windows can be more expensive than timber sliding sash windows and standard UPVC windows. The Working Group expressed a desire to explore any opportunities available to provide financial assistance to residents seeking use of the more expensive UPVC option.
- 4.2 Research has shown that the existing forms of conservation and housing grant offered by the Council have neither the eligibility criteria nor the spare capacity to be able to provide any significant support towards the use of UPVC sash windows. The potential for loan assistance has also been explored but there is no approved Council budget to establish a loan fund. Enquiries have also shown there to be no external funding streams which might be relevant to this issue. Looking ahead, it would be theoretically possible to raise such financial assistance towards UPVC windows as a potential priority item for consideration in the Council's 2009-10 budget process but there can obviously be no certainty that such an approach would be supported, in comparison with other pressures and priorities.

5 Conclusion

- 5.1 The amended policy outlined in full in Appendix 2 allows residents the opportunity to use modern materials in a way which will be sympathetic to the overall character and appearance of the relevant conservation area. Some Working Group members have expressed reservations about the affordability of such policy for householders and the investigations referred to above have indicated that it is highly unlikely that there can be any significant assistance available towards the use

of UPVC sash windows. Members' reservations may therefore remain but the Planning Committee is asked to consider the following points:

- a) The UPVC sash window is a product already available, indicating that there is a viable market for its use without any guarantee of grant assistance;
- b) The policy proposed is consistent with the outcome of the Headland Conservation Area appraisal, which involved three stages of public consultation;
- c) The proposed acceptance of UPVC sash windows provides for a visually acceptable solution coupled with double glazing, which is commonly perceived to be a valuable benefit to the householder;
- d) The underlying rationale for this proposed policy is established national and local policy for the preservation and enhancement of conservation areas as areas of special architectural or historic interest. The planning system serves to establish a set of policies in the public interest, with the expectation that planning applicants will have regard to such policies in submitting applications. It is not uncommon for applicants to face additional costs in complying with approved planning policy, whether they be private developers, businesses or householders, and planning authorities should not modify their decision-making on applications by reference to applicants' financial circumstances. There is not a duty on planning authorities to provide financial assistance for applicants who may indicate that they are unable to comply with approved policy.

5.2 Whilst some members may retain their reservations about the proposed amended policy it is submitted that an alternative approach of allowing "standard" UPVC windows, not meeting the criteria of the proposed policy, runs the severe risk of substantial loss of character in areas which contribute significantly to Hartlepool's overall sense of identity.

5.3 It is suggested that before any revised guidance is adopted, a consultation exercise should be undertaken to seek the views of residents across the conservation areas (members may feel that the Headland could be omitted, given the conservation area appraisal consultation undertaken in 2007, in the interests of avoiding "conservation fatigue"). In addition the views of the relevant Portfolio Holder, the Conservation Area Advisory Committee and the recently established Headland Conservation Area Advisory Committee will be sought.

6 Recommendation

6.1 That the Planning Committee agrees to the proposed revised policy guidelines being taken forward for consultation with residents.

Appendix 1

1. Design

The design of UPVC windows available on the market varies greatly. It is essential that any replacement window replicates the main design elements of a sash window, namely the appropriate proportions of the two panes with a central meeting rail with the lower window set back.

2. Dimensions

Timber sash windows usually have a slim frame in comparison with double glazed UPVC windows. This slim frame should be achieved in a replacement window.

3. Detailing

In UPVC windows it is usually difficult to re-create the finer detailing found in timber sliding sash windows, in particular elements such as glazing bars. Such parts are often added as applied strips on to a standard UPVC window to attempt to create the desired appearance, but such details lack the profile of “true” glazing bars and often fail to match the traditional dimensions. Where appropriate, additions could include horns and glazing bars however the detailing should be carefully considered and only used where historically accurate.

4. Opening mechanisms

Windows which open outwards differ in appearance from sash windows which slide vertically. The push out opening mechanism usually results in a bulkier, flatter window and the appearance of the ‘mock sash’ is lost once the window is open. For this reason it is suggested that any replacement window should be a sliding sash window to replicate one of the most distinctive elements of the window it is replacing.

Appendix 2

Amended Planning policy endorsed by the Planning Committee on 10th March 2004.

A. Listed Buildings:

- (i) Any replacement or alterations of traditional joinery items which is not on an identical basis in terms of design, detailing and materials should be denied consent.
- (ii) Any replacement or alterations of previously altered joinery items which is not of a type appropriate to the age and character of the building (in terms of design, detailing and materials) should be denied consent.
- (iii) Within modern extensions, any replacement or alteration of joinery details which is not of a sympathetic character (in terms of scale, proportions, form and emphasis) should be denied consent.

B. Unlisted buildings in Conservation Areas, subject to an Article 4 Direction:

- (i) Any planning application for replacement or alteration of traditional joinery items on the building on front, side or rear elevations which is not of a type appropriate to the age and character of the building (in terms of design and detailing) and the character and appearance of the conservation area should be denied consent. The use of traditional materials will be favoured, however the use of modern material will be accepted provided that the window is of design, dimensions, detailing and opening mechanism matching those of the original window.
- (ii) Any planning application for replacement or alteration of non-traditional joinery items on the building on front, side or rear elevations which is not of a type appropriate to the age and character of the building (in terms of design and detailing) and the character and appearance of the conservation area should be denied consent. The use of traditional materials will be favoured, however the use of modern material will be accepted provided that the window is of design, dimensions, detailing and opening mechanism matching those of a traditional window appropriate to the character of the property.
- (iii) Within modern extensions, any planning application for replacement or alterations of joinery details, which is not of a sympathetic

character (in terms of scale, proportion, form and emphasis) should be denied consent.

C. Unlisted buildings in Conservation Areas, not subject to an Article 4 Direction:

Any planning application for alterations or extensions which are not of a type sympathetic to the age and character of the building (in terms of scale, proportion, form and emphasis) and the character and appearance of the conservation area should be denied consent.

REGENERATION AND LIVEABILITY PORTFOLIO

Report to Portfolio Holder
26 September 2008



Report of: Head of Procurement, Property and Public Protection

Subject: PRIDE IN HARTLEPOOL PROPOSALS

SUMMARY

1. PURPOSE OF REPORT

To consider recommendations of the Pride in Hartlepool Steering Group in respect of proposals for community projects.

2. SUMMARY OF CONTENTS

List of Pride in Hartlepool proposals and recommendations for funding of those proposals.

3. RELEVANCE TO PORTFOLIO MEMBER

The Portfolio Holder is responsible for sustainable development.

4. TYPE OF DECISION

Non key decision.

5. DECISION MAKING ROUTE

Recommendation of the Pride in Hartlepool Steering Group to Regeneration and Liveability Portfolio Holder.

6. DECISION(S) REQUIRED

To agree the recommendation of the Pride in Hartlepool Steering Group in respect of community environmental projects.

Report of: Head of Procurement, Property and Public Protection

Subject: PRIDE IN HARTLEPOOL PROPOSALS

1. PURPOSE OF REPORT

- 1.1 To consider recommendations of the Pride in Hartlepool Steering Group in respect of proposals for community projects.

2. BACKGROUND

- 2.1 The Pride in Hartlepool Steering Group met on Tuesday 19th August and Thursday 28th August and recommended the following for approval:
- 2.2 Friends of Greatham Primary School
The group have been allocated £500 towards their wildlife garden and were awaiting approval of a further £500 to enhance the school grounds and also provide a safe play area for the village children. The school is contributing a substantial amount towards the project. Members recommended that £500.00 be approved for this project.
- 2.3 Rift House East Residents Association
The group are requesting £5,000.00 funding towards the cost of fencing and planting at a site close to the allotments on Waverley Terrace. The aim is to create a community allotment/garden. The group are actively seeking match funding from other sources. Members recommended that £5,000.00 be approved towards this project.

3. FINANCIAL IMPLICATIONS

- 3.1 The funding for the above projects is available within the Pride in Hartlepool budget.

4. RECOMMENDATION

- 4.1 That the recommendation of the Pride in Hartlepool Steering Group be approved.

**REGENERATION & LIVEABILITY PORTFOLIO
REPORT TO PORTFOLIO HOLDER
26 September 2008**



Report of: Director of Regeneration and Planning Services

Subject: HEADLAND CONSERVATION AREA ADVISORY
COMMITTEE

SUMMARY

1. PURPOSE OF REPORT

- 1.1 To provide an updated on the recently formed Headland Conservation Area Advisory Committee.

2. SUMMARY OF CONTENTS

- 2.1 The report outlines the initial forming of the committee and its status.

3. RELEVANCE TO PORTFOLIO MEMBER

- 3.1 Conservation policy falls within the Portfolio.

4. TYPE OF DECISION

- 4.1 Non-key.

5. DECISION MAKING ROUTE

- 5.1 Portfolio Holder only.

6. DECISION (S) REQUIRED

- 6.1 That the Portfolio Holder notes the report.

Report of: Director of Regeneration and Planning Services

Subject: HEADLAND CONSERVATION AREA ADVISORY COMMITTEE

1 PURPOSE OF REPORT

- 1.1 To provide information on the recently formed Headland Conservation Area Advisory Committee and its status.

2 BACKGROUND

- 2.1 The Portfolio Holder will recall that the formation of a conservation area advisory committee (CAAC) in the Headland Conservation Area has previously been agreed. Such a committee responds to the suggestion in the Headland Conservation Area Appraisal that there is a need to develop a committee to involve the community in matters affecting the Headland Conservation Area as well as disseminating information back to the residents.
- 2.2 In the initial stages of forming this committee meetings were held with ward councillors and representatives of the parish council to discuss the proposal and agree potential membership. This suggested membership was reported to your Portfolio Holder Meeting in July 2008.

3 MEMBERS OF THE COMMITTEE

- 3.1 After an initial public meeting and two meetings of the committee the membership of the group was agreed as follows
- Eight resident/business representatives (these include individuals living and working in the area)
 - One representative of the Parish Council
 - One ward member representative
 - Three representatives from local interest groups (Headland History Group, Friends of Beaconsfield Square, Friends of Croft Gardens)

4 STATUS

- 4.1 At the first meeting of the group Jules Brown of the North of England Civic Trust provided a short presentation on CAAC's. Information covered included the type of subjects other groups cover and the status of different committees. Examples of committees in other areas were provided.

- 4.2 The group requested further information on the status of the committee and the advantages and disadvantages of being a Council Committee. Further information on this subject was provided at the second meeting.
- 4.3 Those present at the second meeting considered the above and decided that they would prefer to be independent rather than a Council committee as this has advantages such as the ability to consider bidding for funding.
- 4.4 It was proposed that the committee should be known as the 'Headland Conservation Area Advisory Group' (HCAAG) rather than committee to avoid any confusion that it may be a Council committee.
- 4.5 Officers of Regeneration and Planning will continue to support the group, subject to available resources, for as long as it is required by the group. However, it is acknowledged that as an independent group they may wish to take on a greater responsibility for their own conduct and operation. In order to facilitate this advice is being sought from Hartlepool Voluntary Development Agency and the North of England Civic Trust on issues such as constitutions and other similar organisational tasks.

5 REMIT

- 5.1 The remit of the group has not been finalised. A draft remit has been circulated around the group however this is still under consideration. Initial discussions would suggest that it is likely to consider planning applications within the area, Council policies and guidance programmes, investment priorities and raising awareness of conservation locally.

6 RECOMMENDATION

- 6.1 That the Portfolio Holder notes the report.

**REGENERATION, LIVEABILITY & HOUSING PORTFOLIO
REPORT TO PORTFOLIO HOLDER
26 September 2008**



Report of: Director of Regeneration and Planning Services

Subject: **PARK CONSERVATION AREA APPRAISAL**

SUMMARY

1. PURPOSE OF REPORT

- 1.1 An appraisal of the Park Conservation Area has recently been carried out. This report will provide details of the findings of the appraisal.

2. SUMMARY OF CONTENTS

- 2.1 The report outlines the background to the appraisal and summarises the findings.

3. RELEVANCE TO PORTFOLIO MEMBER

- 3.1 Conservation policy falls within the Portfolio.

4. TYPE OF DECISION

- 4.1 Non-key.

5. DECISION MAKING ROUTE

- 5.1 Portfolio Holder only.

6. DECISION (S) REQUIRED

- 6.1 That the Portfolio Holder notes the report.

Report of: Director of Regeneration and Planning Services

Subject: **PARK CONSERVATION AREA APPRAISAL**

1. PURPOSE OF REPORT

- 1.1 To provide information to the Portfolio Holder on the appraisal of the Park Conservation Area that has recently been carried out. This report will provide details of the findings of the appraisal.

2. BACKGROUND

- 2.1 Appraisals are a means of assessing the key factors contributing to the appearance and character of existing and potential conservation areas, local authorities are encouraged to undertake periodically conservation area appraisals. There is no formal requirement for the form and content of appraisals, or the methodology to be used, but typically appraisals cover such subjects as historical development of the area, archaeological significance, prevalent building materials, the character of open spaces, the quality and relationships of buildings and also of trees.
- 2.2 The Park Conservation Area has been the subject to residential infill development in recent years consisting of single plots or larger estates of houses. A conservation area appraisal provides an opportunity to review the condition, appearance and character of the conservation area and its constituent parts, to assess the extent to which traditional materials and features remain intact and to refine policy priorities. It would be an important part of such processes to include consultations with local residents and other interested parties.
- 2.3 Consultants, North of England Civic Trust (NECT), were commissioned to carry out the appraisal of the Park Conservation Area. Their work was informed by a steering group which comprised local groups, Ward Members and officers. The group guided the appraisal process and fed advice and local knowledge into the project.

3. APPRAISAL PROCESS

- 3.1 The aims of the appraisal were to:
- To demonstrate how the history of the area is reflected in its present day character and linked to the broader heritage context of the town of Hartlepool.

- To identify the nature and extent of the special character of the conservation area.
 - To identify those areas where the special character retains its integrity and those where loss has occurred.
 - To make recommendations for policies to improve and enhance the conservation area.
 - To identify the need, if any, for further assessment and recording of the conservation area.
- 3.2 The appraisal process commenced with an initial photographic survey of the conservation area. This was carried out by the Council's photographer and included photographs of all residential properties where possible.
- 3.3 The NECT continued with their own assessment of the conservation area starting with gathering historic information on the development of the Park from written sources and knowledgeable local residents. Physical surveys of the Conservation Area occurred including open spaces, trees, walls and enclosures public spaces and defining the Conservation Area in terms of separate individual 'character zones' and contribution of buildings.
- 3.4 Two rounds of public consultation were carried out to feed into the process. Initially the NECT had a stall at the Summer Party in Ward Jackson Park to raise awareness of the impending appraisal. Further to this, residents were invited to two walk about sessions, one on a weekend and one on a weekday evening which was followed by a talk on the history of the area. These sessions were to allow residents the opportunity to highlight the area of the Park they thought were particularly special.
- 3.5 The second round of consultation took the form of a drop in session at The Place in the Park, Ward Jackson Park. Residents were invited to view a display summarising the results of the appraisal and read a draft document.
- 3.6 NECT has produced a document based on their surveys and analysis of the Conservation Area, the area photographic survey and the feedback from the residents. The document can be viewed on the Council's website and copies have been left in the Members Room.

4 SUMMARY OF THE DOCUMENT

- 4.1 The document considers the location and setting of the Park, describing the local context. In particular it examines how the area sits within the wider Tees Valley area, and its current physical character. Following on from this, the historic development of the Park is reviewed detailing the initial use as agricultural land and the first proposals to provide a planned estate for residential development. The history not only describes the historical physical development but also how this was linked to the social and economic changes that occurred in Hartlepool to provide the wealth to develop the Park.
- 4.2 Further to this the area is examined in detail in three sections.

- I. Spatial analysis – The road layout and original development plots are considered along with the grain and density of development in the area. Particular attention is given in the analysis to the contribution made by the large original estates (like Meadowcroft, Tunstall Manor and Tunstall Court) on the development and subsequent character of the Park
- II. Contribution of buildings – The analysis of the buildings describes the major houses like Meadowcroft and Tunstall Manor with their associated lodges and outbuildings, working down the scale to single houses (without outbuildings and lodges) of various ages. A detailed analysis is also made of the contribution made by individual architectural details of each type of house to the character of the conservation area, arising from the use of particular materials and joinery details.
- III. Contribution of spaces – One contributory factor to the character of the Conservation Area is the variety of public and private open spaces and the green contribution that each also makes to the areas character. The largest public open space is Ward Jackson Park with the semi-public open space of the cricket ground near by. The analysis also notes the contribution made by private gardens of houses either from the views provided or from the contribution made by trees and landscaping within them. The larger and older houses were often enclosed by high walls and the document describes the contribution made by these to the character of the area. The street scene and the views and vistas provided are also part of the analysis.

4.3 The report concludes by outlining measures that could be taken to manage the conservation area incorporated into a Conservation Area Management Strategy setting out proactive policies as a tool to manage the issues which arise within the Park Conservation Area. The management document would address issues such as:

- A review of the Conservation Area boundaries
- A review of Permitted Development rights of householders, which allow alterations to dwellings without planning permission and how this has affected the character of the Conservation Area.
- Intervention when planning controls are breached and the monitoring of changes in the Conservation Area.
- The preparation of Local Lists to protect buildings which contribute to the local scene or have local historic associations.
- The preparation of site specific development briefs.
- The preparation of guidance to help building owners protect one particular aspect of the Conservation Area i.e. walls, trees, green spaces. The public realm and its treatment could be another specific topic.

5 NEXT STEPS

- 5.1 It would be desirable to continue the work in the Park Conservation Area and compliment the appraisal document with a management plan for the Area. Such a document would outline in more detail future actions to consider when considering the enhancement of the Conservation Area. This piece of work would be dependent on the availability of resources to carry out this work.

6 RECOMMENDATION

- 6.1 That the Portfolio Holder notes the report and recommendations of the final Park Conservation Area Appraisal document.

REGENERATION & LIVEABILITY PORTFOLIO

Report To Portfolio Holder

26 September 2008



Report of: Head of Regeneration

Subject: TEES VALLEY SINGLE PROGRAMME-
PROGRESS REPORT

SUMMARY

1.0 PURPOSE OF REPORT

- 1.1 To provide an update of progress on the Hartlepool Single Programme package for 2007/08 and to note the development of the 2008/11 Single Programme Regeneration Plan.

2.0 SUMMARY OF CONTENTS

- 2.1 The report provides information on progress and expenditure on the Hartlepool Package in 2007/08 and provides an update of the development of the 2008/11 Single Programme Regeneration Plan.

3.0 RELEVANCE TO PORTFOLIO MEMBER

- 3.1 Management of the Single Programme falls within the remit of the Portfolio Holder

4.0 TYPE OF DECISION

- 4.1 Non-Key

5.0 DECISION MAKING ROUTE

- 5.1 Portfolio Holder Meeting 26 September 2008.

6.0 DECISION(S) REQUIRED

6.1 The Portfolio Holder is requested to:-

- i) Note the progress on the schemes included in the 2007/08 programme.
- ii) Note the progress in developing the 2008/09 Programme.

Report of: Head of Regeneration

Subject: TEES VALLEY SINGLE PROGRAMME-
PROGRESS REPORT

1.0 PURPOSE OF REPORT

- 1.1 To provide an update of progress on the Hartlepool Single Programme package for 2007/08 and to note the development of the 2008/11 Single Programme Regeneration Plan.

2.0 BACKGROUND

- 2.1 The Single Programme is one of the Government's main strategic economic development and regeneration programmes. Regional responsibility for the programme lies with One NorthEast but under devolved arrangements most of its programme has been managed by the Tees Valley Partnership which was comprised of representatives of the five local authorities, key economic development/support, regeneration agencies such as Business Link, the Learning and Skills Council, Tees Valley Regeneration and the University of Teesside. Following the establishment of Tees Valley Unlimited and the multi-area agreement for the Tees Valley it is anticipated that greater devolution of decision making will be allocated to the sub regional partnership.

3.0 SINGLE PROGRAMME DELIVERY PLAN 2007/08

- 3.1 Within the 2007/08 business plan the resources allocated to Coastal Arc have been limited compared to previous years. This in some measure is a result of previous success in bringing forward and delivering schemes but also a result of ONE NorthEast's increasing prioritisation of resources towards larger scale strategic economic regeneration schemes.
- 3.2 Three new projects commenced with Single Programme support in 2007/08, the Tall Ships Cultural Surround, the Southern Business Zone Study and the Central Area Investment Framework and the introduction of the new arrangements associated with the Tees Valley MAA.

- 3.3 The Central Area Investment Framework and Southern Business Zone studies aim to provide the strategic justification for future Single Programme investment in these key areas. The studies will identify key regeneration priorities, which will form the basis for funding bids.
- 3.4 The Central Area Investment Framework's key themes look to build on the current proposals for key investment in the area including the Hartlepool College of Further Education redevelopment, PCT LIFT scheme, transport interchange and Trincomalee Wharf. The Investment Framework will also examine connectivity issues across the Central Area together with key vacant properties and sites as well as examining the feasibility of an innovation and skills quarter that targets the development of new small businesses in niche sectors.
- 3.5 The Southern Business Zone study aims to develop a vision and strategic regeneration plan for the 15 industrial estates and business parks in the south of the town including in particular Queens Meadow and the Brenda Road Corridor. The strategy will look to develop the skills and competitiveness of the labour market, provide business support for existing businesses, improve the physical environment to support existing businesses and attract new investment.
- 3.6 The Central Area Investment Framework and Southern Business Zone studies are due to be completed in September and will be reported on separately.
- 3.7 The Tall Ships Cultural Surround project also commenced in 2007/08. The project supports developing awareness of Tall Ships 2010 and building momentum for the Cultural Surround of the Tall Ships. The funding included support for the Maritime Festival as a "preparation event", activities included additional marketing and specialist performances.
- 3.8 In addition to these new projects a number of projects approved in previous financial years continued with Single Programme support. The Central Area Attractor's project is now nearing completion. The project will create a co-ordinated visitor attraction for the Trincomalee/Historic Quay and enhance the visitor attractions by refurbishing the Wingfield Castle Paddle Steamer, creating an exhibition room and viewing gallery for HMS Trincomalee, enhancing the Maritime Activity Centre and developing the HMS Trincomalee on board exhibition.
- 3.9 The Coastal Walkway Phase One was completed using Single Programme funding. This involved finishing a 260m stretch of walkway between the proposed Victoria Harbour Bridge site and the previous SRB investment. Due to the costs for the scheme being lower than estimated, the project was extended to include improvements to Croft Gardens which built upon previous enhancements to this prominent location funded through the North Hartlepool Partnership to upgrade key footpaths in Croft Gardens with Sandstone paving.

- 3.10 The Coastal Arc Co-ordinator post continued to be funded by Single Programme in 2007/08 as was Building Futures which is a collaborative Intermediate Labour Market Project. The development of Rivergreen also continued which will provide 80,000 sq. ft of hybrid business units.
- 3.11 Table 3.11 below gives details of the approved projects together with out-turn expenditure for 2007/08

Table 3.11

REVENUE	APPROVED AMOUNT	OUTTURN EXPENDITURE
Building Futures	£935,570	£891,464*
Tall Ships- The Cultural Surround	£40,000	£36,331*
Management and Admin	£60,000	£60,000
Coastal Arc Co-ordinator	£40,314	£39,641

* Underspend carried over to 2008/09

CAPITAL	APPROVED AMOUNT	OUTTURN EXPENDITURE
Southern Business Zone Study	£75,000	£75,000
Central Area Investment Framework	£100,000	£100,000
Central Area Attractors	£375,000	£375,000
Coastal Walkway- Phase 1	£155,229	£155,229

4.0 SINGLE PROGRAMME DELIVERY PLAN 2008/09

- 4.1 The Single Programme Regeneration Plan for 2008/11 is now being developed under the Multi Area Agreement, which was recently approved by the government. Tees Valley Unlimited are co-ordinating the development of the Single Programme Regeneration Plan in consultation with the five local authorities.
- 4.2 The programme will cover 2008/11 and include an indicative programme for 2011/12 and 2012/13. Once the Programme is agreed individual project business cases will be prepared for appraisal and endorsement.

- 4.3 We are currently working with partners in the Tees Valley to develop a programme based upon key aspects of the Coastal Arc focusing on long term strategic initiatives. Key projects include the Central Area, Southern Business Zone, Seaton Carew and Headland Infrastructure Improvements based around the Heugh/Friarage Manor House.
- 4.4 We are also continuing to provide justification and evidence to support the case for securing Single Programme funding for Hartlepool's projects as there remains some difficulty in securing One NorthEast "buy-in" to aspects of the Coastal Arc Programme, particularly Seaton Carew and the Headland, which they do not regard as regeneration priorities within the regional context.
- 4.5 Table 4.5 shows projects previously approved and continuing into 2008/09

Table 4.5

REVENUE	APPROVED AMOUNT
Building Futures	£394,966
Tall Ships- The Cultural Surround	£53,669
Management and Admin	£30,000

5.0 FINANCIAL IMPLICATIONS

- 5.1 Projects within the Single Programme package are subject to individual appraisal and approval. There is an increasing requirement for public/private funding to be provided alongside Single Programme resources and the council is normally expected to contribute, for example on the Coastal Walkway Phase 1 a contribution of £40,000 was made by the council and £25,000 from the Major Regeneration Project Budget was previously agreed towards the Central Area Investment Framework. For schemes to be included in the 2008/11 programme a Regeneration match funding budget has been allocated through the Council's capital programme amounting to £200,000 over the current and the next financial year.
- 5.2 One further change to the previous programme is to how management fees are made available to the local authorities. In the past each authority received a fixed fee to manage the programme. Future fees will now be based on a percentage figure related to individual project approvals.

6.0 RECOMMENDATIONS

- 6.1 The Portfolio Holder is requested to:-

- i) Note the progress on the schemes included in the 2007/08 programme
- ii) Note the progress in developing the 2008/09 Programme