

SOUTH NEIGHBOURHOOD CONSULTATIVE FORUM AGENDA



Friday, 6th February 2009

at 10.00 am

**in Owton Rossmere Resource Centre (ORCEL),
Wynyard Road, Hartlepool**

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, Rosemarie 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 of the South Neighbourhood Consultative Forum held on 5th December 2008
 - 4.2 Matters arising
 - 4.3 To receive the minutes of the Police and Community Safety Consultative Forum meeting held on 16th January 2009
- 5. PUBLIC QUESTION TIME**
- 6. ITEMS FOR CONSULTATION**

No items

7. **ITEMS FOR DISCUSSION and/or INFORMATION**

- 7.1 Neighbourhood Consultative Forum Review – *Neighbourhood Manager*
- 7.2 HBC Community CCTV Operation – *Community Safety Officer*

8. **ITEMS FOR DECISION**

- 8.1 Minor Works Proposals – *Neighbourhood Manager (South)*

9. **WARD ISSUES**

10. **DATE, TIME AND VENUE OF NEXT MEETING**

The next meeting of the South Area Police and Community Safety Consultative Forum will take place on Friday 13th March 2009 at 10.00am at Ow ton Rossmere Resource Centre (ORCEL), Wynyard Road, Hartlepool.

The next meeting of the South Neighbourhood Consultative Forum will take place on Friday 3rd April 2009 at 2.00pm at Ow ton Manor Community Centre, Wynyard Road, Hartlepool.

WARDS

Fens
Greatham
Owton
Rossmere
Seaton

SOUTH NEIGHBOURHOOD CONSULTATIVE FORUM

5th December 2008

MINUTES OF THE MEETING



The meeting commenced at 10.00 am in Owton Rossmere Resource Centre (ORCEL)
Wynyard Road, Hartlepool

PRESENT:

Chair: Iris Ryder (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

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

Public: H Oxley and Michael Unwin

Officers: David Frame, Neighbourhood Manager (South)
David Mitchell, Neighbourhood Co-ordinator
Peter Frost, Traffic Team Leader
Sue McBride, Neighbourhood Development Officer (South)
Jo Wilson, Democratic Services Officer

Housing Hartlepool Representatives: Helen Ivison

Police Representative: PCSO Adair and Sgt Mansel

Fire Brigade Representative: Stuart Simpson

37. APPOINTMENT OF VICE-CHAIR

Members were advised that following the previous meeting of the Forum the Vice-Chair, Resident Representative Mary Green, had tendered her resignation. Resident Representative Iris Ryder had subsequently been elected Vice-Chair by her fellow Resident Representatives. Resident Representative Sally Vokes would be Mrs Ryder's substitute on the Hartlepool Partnership Board should she be unable to attend.

The Neighbourhood Manager thanked Mrs Green for her hard work as Vice-Chair and representative on the Hartlepool Partnership Board. Members asked that a formal letter of thanks and appropriate gift be sent to Mrs Green on behalf of the Forum.

38. APOLOGIES FOR ABSENCE

Apologies were submitted by Councillors Cath Hill, Mick Johnson and Gerald Wistow and Resident Representative Mary Green.

39. DECLARATIONS OF INTEREST

None.

40. MINUTES OF THE SOUTH NEIGHBOURHOOD CONSULTATIVE FORUM

The minutes of the meeting held on 17th October 2008 were confirmed.

41. MATTERS ARISING

No items

42. PUBLIC QUESTION TIME

No items

43. UPDATE ON DECISIONS MADE AT NEIGHBOURHOODS AND COMMUNITIES PORTFOLIO ON 20th OCTOBER 2008 AFFECTING THE SOUTH AREA

The Traffic Team Leader referred to the recent decision made by the Portfolio Holder for Neighbourhoods and Communities to approve a number of improvements to Seaton Carew Railway Station, including the removal of trees and shrubs adjacent to both approaches to the station. The Neighbourhood Manager advised that a group called the Friends of Seaton Carew Station had recently been established and would be looking at other possible improvements. The next meeting of the group would take place on 19th January 2009 – time and place to be agreed. In response to comments by Councillor Alison Lilley the Neighbourhood Manager advised that the shrubs had been thinned but not severely scrubbed. The following issues were then brought to the attention of the Traffic Team Leader:

Greatham – Councillor Geoff Lilley advised that speeding traffic was a constant problem, particularly between Sappers Corner and the Hope and Anchor Public House. He asked if officers would conduct a speed survey, the results of which could be used to prioritise the area on the Council's work list. The Traffic Team Leader would facilitate this request. Councillor Lilley referred to a recent request by the Parish Council that the whole village be made a 20mph zone and asked if this was feasible. The Traffic Team Leader advised that in order for an area to be designated 20mph improvements such as installation of humps and narrowing of the road would also need to be made. In addition any speed limit would be useless without the consent of the police to enforce it.

Fruit trees – Councillor Marjorie James requested that consideration be given to the planting of fruit trees in appropriate areas. Councillor Geoff Lilley referred to a recent initiative whereby the Briarfields Allotment Association had created a community orchard on their site. Maintenance costs were relatively small. The Neighbourhood Manager to speak with Community Services regarding this.

St Theresa's School – Councillor Shaun Cook asked if the grass verge on Callender Road opposite St Theresa's School could be replaced with a lay-by. To be considered in the new financial year.

58 Kildale Road – Resident Representative Rosemarie Kennedy indicated she had reported pavement problems three weeks ago but had not received the feedback she had requested. The Neighbourhood Manager to investigate the matter.

York Road pavements – Councillor Marjorie James reported that she had been told that the flagstones in York Road were settled on sand and not cemented in. The street sweeper subsequently removed the sand leading to the paving stones moving under pedestrians' feet. The Traffic Team Leader confirmed this was a problem and consideration would be given to a full reconstruction of York Roads pavements in the next financial year. Councillor James suggested that this was a problem across the town and a rolling programme whereby the existing flagstones would be replaced with tarmac was needed. The Traffic Team Leader advised that current policy was to replace worn flagstones with tarmac but budgetary pressures precluded this being done in a patchwork fashion. Councillor James suggested that a presentation might be brought to a future meeting of the Forum as part of a wider debate on this issue.

Clavering Primary School – In response to queries from Resident Representative Mike Ward the Neighbourhood Manager confirmed that a 20mph speed limit and road humps were in place outside the school.

Truro Drive – Councillor Steve Gibbon referred to a recent incident when a resident had tripped on a flagstone. The Neighbourhood Co-ordinator advised that this work was in the system.

Seaton Carew – Councillor Mike Turner indicated that the Seaton Carew Advisory Group had requested consideration be given to a 20mph speed limit from Station Lane to the cricket club.

The Vice-Chair thanked the Traffic Team Leader for attending and answering questions.

44. WARD ISSUES

Gritting programme – Councillor Shaun Cook referred to the recent inclement weather and asked if consideration could be given to the inclusion of schools on the gritting programme. The Neighbourhood Manager advised that the walking bus routes were already part of the gritting programme. However the Highway Services Manager would be consulted regarding the possibility of including all schools on the primary routes. Councillor Cook also requested that grit bins be provided to residents in order to make the pavements easier to traverse. The Neighbourhood Manager indicated that provision of grit bins was only considered on banked areas and there was no guarantee that requests would be fulfilled. Councillor Geoff Lilley requested that a grit bin be provided on the bank leading up to Greatham Primary School.

Councillor Marjorie James suggested that residents groups could help with gritting various areas provided they were given

the necessary equipment. This would take pressure away from Council staff and help save money as some groups had indicated they would be happy to do this voluntarily. The Neighbourhood Manager would take this request to the Highway Services Manager, Councillor James requested an answer to her query in writing.

Able UK – The Vice-Chair requested that Able UK be approached to clean up the mud on Seal Sands Road near Seaton Meadows. The Neighbourhood Co-ordinator to investigate.

38 Benmore Road – Councillor Shaun Cook requested officers to arrange a walkabout in the Benmore Road area to look at the possibility of tarmac the footpaths. The Neighbourhood Co-ordinator would progress this.

Fence between A689 and grass banks – Councillor Geoff Lilley referred to the current poor state of the fence. The Neighbourhood Manager confirmed that parts of the wire had been cut through meaning children could run onto the road. Repairs would be carried out as soon as possible.

Tall Ships map – Councillor Mike Turner commented on the plans, as detailed in Hartbeat magazine, for caravans to be provided on Coronation Drive. He was concerned that this could churn up the grass. Councillor Ann Marshall advised that consideration was being given to alternative provision at the Mayfair.

H-Block – Councillor Marjorie James asked if the bushes had been thinned. The Neighbourhood Manager confirmed this had been done the previous week.

Maxwell Court demolition – Councillor Bob Flintoff requested an update. The Housing Hartlepool Representative advised that this work was not expected

to commence until February 2009. Current delays were due to the utilities companies and relocation of residents.

St Patrick's Shops – Councillor Bob Flintoff referred to problems with the influx of rainwater being experienced by one of the shopkeepers. The Neighbourhood Co-ordinator advised that investigatory work had been carried out and it was the responsibility of the shop owner not the Council.

45. DATE, TIME AND VENUE OF NEXT MEETING

The next meeting of the South Area Police and Community Safety Consultative Forum was scheduled for Friday 16th January 2009 at 10.00am at Owton Rossmere Resource Centre (ORCEL), Wynyard Road, Hartlepool

The next meeting of the South Neighbourhood Consultative Forum was scheduled for Friday 6th February 2009 at 10.00am at Owton Rossmere Resource Centre (ORCEL), Wynyard Road, Hartlepool

The meeting concluded at 11.00 am.

CHAIR

WARDS

Fens
Greatham
Owton
Rossmere
Seaton

SOUTH POLICE & COMMUNITY SAFETY CONSULTATIVE FORUM

12 September 2008

MINUTES OF THE MEETING



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

PRESENT:

Chair: Resident Representative Mary Green

Councillor Marjorie James	- Owton Ward
Councillor Alison Lilley	- Fens Ward
Councillor Geoff Lilley	- Greatham Ward
Councillor Ann Marshall	- Rossmere Ward
Councillor Michael Turner	- Seaton Ward

Resident Representatives: Rosemarie Kennedy, Iris Ryder, Michael Ward

Residents: Tina Donnelly, H Oxley

Officers: David Frame, Neighbourhood Manager
Sally Forth, Anti-Social Behaviour Co-ordinator
David Mitchell, Neighbourhood Co-ordinator
Sue McBride, Neighbourhood Development Officer
Sarah Bird, Democratic Services Officer

Cleveland Police: Inspector Glen Ward, Sergeant Ricky Mansell, Sergeant Peter Howarth, PC Steve Cranston, PC Dave Myers

Cleveland Fire and Rescue: Stuart Simpson

Housing Hartlepool: Andy Elvidge, Libby Griffiths, Lynn McPartlin

1. WELCOME AND INTRODUCTION

The Chair Resident Representative Mary Green welcomed residents, Councillors and Officers

2. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Flintoff, Gibbon and Wistow, Resident Representative Sally Vokes, Residents Mike Arnold and Joan Smith. Also from the Crime and Disorder Co-ordinator.

3. MINUTES

The minutes of the meeting held on 11 April 2008 were confirmed as an accurate record.

4. MATTERS ARISING

Cerebos Site – Councillor A Marshall queried whether this site had been cleaned up and was informed that enforcement action regarding this was currently ongoing. The Cleveland Fire and Rescue representative, Stuart Simpson confirmed that the site had been cleared.

Gravel Drives – Discussion took place about the pros and cons of having gravel drives.

Fens Shops – Councillor Alison Lilley highlighted recent problems at the rear of Mary Lambert's shop where pipe-work had been removed. The Neighbourhood Manager said that he was aware of the problem and would monitor the situation.

Police Contact Details – Councillor Ann Marshall queried whether contact details for local police officers were now available and was informed that these had recently been publicised in Hartbeat. The Safer Hartlepool Partnership were currently looking at having business cards printed showing useful telephone numbers.

Financial Inclusion Partnership – Councillor James highlighted a recent leaflet drop to local residents offering brokerage services for loans for a fee of £50. She stated that there was no need to pay such a fee as the Hartlepool Credit Union offered the same service free of charge. She said that residents who were suffering difficulties with debt could also use the Citizens Advice Bureau or the West View Advice Centre.

Off Road Bikes – Councillor G Lilley stated that he had met with the Mayor and Councillor Hill the previous week and the Mayor was interested in exploring the possibility of having some motorcycle based youth projects and asked that anyone who was able to assist with time or experience should get in touch with him. The Neighbourhood Manager agreed to pass this information on to youth forums

5. UPDATE FROM THE POLICE

Inspector Glen Ward gave a presentation on the Hartlepool District's recorded crime figures for the period June – August 2008 compared to the same period in the previous year as well as figures specifically relating to the south area of the town. It was noted that violent crime had reduced but there had been a rise town-wide in the number of dwelling house burglaries. He explained that this had been caused by a visitor to the town from Nottingham and another male but both were currently in prison. He stated that there had been a lot of lead and copper thefts in the town but key people had been arrested and the police were working closely with scrap metal dealers to try and eradicate the problem.

Inspector Ward also gave details of the District's performance in relation to arrests, cautions, those charged, those arrested on warrants as well as numbers of AS13 forms issued for follow up by the Anti-Social Behaviour Unit. He stated that 95.4% of calls had been responded to within the required time.

Inspector Ward informed the Forum that the Neighbourhood Policing Teams had changed their shift patterns so that at key times there would be sufficient officers on duty. The police were working to stem the supply of alcohol to young people and

there was now a policy of returning young people who were suspected of drinking alcohol, home to their parents and to breathalyse them if required.

Details of the Crime Stompers initiative were given and detail of a recent drugs arrest from Operation Relentless was outlined.

Crime Prevention Officer PC Steve Cranston then gave details of how residents could protect their home and its contents using the 'onion skin principle'. PC Cranston showed how householders could protect their perimeter, out buildings, grounds, building line, house and contents from unwanted intrusion. Advice was given on planting and the erection of trelliswork to discourage intruders. Residents were also encouraged to join the Ringmaster scheme.

The following issues were then raised:-

Councillor Ann Marshall – The allotments at Brierton were surrounded by high fencing which would shield sight of any intruders. Would it not be more feasible to have low fencing and good lighting so that any intruders would be visible? The Crime Prevention Officer said that other allotment groups in the town were trying to erect new fencing although this was costly and it was suggested that the current fencing could have anti-vandal grease on it.

Councillor Ann Marshall – The Jutland Road area would benefit from having the Crime Stompers initiative – Inspector Ward stated that it was hoped that this would eventually be rolled out to every Ward.

Councillor Alison Lilley – When an offender was given bail by a Magistrate, was the bailee tagged?

Inspector Ward said that this depended on the conditions imposed by the Magistrate but some were tagged and this was monitored by Group 4 security.

Councillor Alison Lilley – Thanked Officers for the tip about erecting trellis on top of fences but consideration should be given to wildlife and urged residents not to strip out too much shrubbery in their gardens. Officers stated that residents should strive for a balance between privacy and crime prevention.

Resident Representative Iris Ryder – Had purchased some anti-vandal grease for her fence but had been told not to use it below 12' in height. Officers stated that it was alright to use this above 6' and advised that a sign should be displayed stating that it was in place.

Resident R Oxley – It would be costly to implement all the crime prevention advice that had been given. PC Cranston stated that the advice offered general points to consider.

Councillor Marjorie James – 'Flash Garden' had not been utilised for crime prevention gardening advice recently. She suggested that Rosa Rugosa was a cheap prickly attractive plant would could be used to deter burglars. Officers agreed with this.

Councillor Marjorie James – Public confidence in the Police was a must if crime prevention advice was to be taken. She alluded to a recent incident at which it was alleged that officers had taken 1 hour 20 minutes to respond. PC Cranston said that Officers were aware of this and it was being looked into. Councillor James stated that she would like a written response to this allegation.

Resident Representative Iris Ryder – A recent incident regarding a complaint that a mini-motorcycle was causing a nuisance to residents had had a response time of 2 hours. Inspector Ward stated that calls were graded in order of priority ensuring that emergencies were responded to immediately.

The Chair thanked the Police for their attendance at the meeting.

6. UPDATE FROM THE FIRE BRIGADE

Cleveland Fire and Rescue representative Stuart Simpson outlined the figures for fires in the District and specifically for the South area for June – August 2008 compared to the previous year. There had been a marked decrease in all fires. He stated that the fire brigade had worked closely with Housing Hartlepool to promote the home safety checks and said that these had helped reduce the number of accidental dwelling fires across the town. He stated that Housing Hartlepool also had a policy of getting empty premises boarded up which had aided the reduction in numbers of deliberate fires.

He stated that like the Police, Fire fighters were working later shifts to accommodate demand. Work was ongoing in schools and colleges to warn against drinking driving. Staff were also working with schools to lead young people in football, volleyball and cricket games to engage them to keep them off the street as a preventative measure.

The Forum was informed that Hartlepool was the best performing District in Cleveland which was attributed to partnership working.

The following issue was then raised:-

Councillor Marjorie James – Bonfire night activity seems to be spread over a 2 – 3 week period. She suggested that at public events for example organised bonfires, could the police utilise drug detection dogs? Inspector Ward said that this had been considered but for each dog used, 12 Officers would be involved. He stated that this method was more likely to be utilised in policing the night time economy.

7. ANTI-SOCIAL BEHAVIOUR PERSPECTIVE

The Anti-Social Behaviour Co-ordinator informed the meeting of current anti-social behaviour statistics relating to Hartlepool for the period April to August 2008. July and August referrals were broken down ward by ward and into types of anti-social behaviour (ASB). Most of the incidents dealt with related to housing management, rowdy behaviour, nuisance and intimidation. A number of measures had been taken with the vast majority resolved through early intervention. Details were also given of recent successes through the Family Intervention Project and information given on the Good Tenant Scheme.

The following points were raised:-

Councillor Alison Lilley – If there is no response from a tenant relating to the Good Tenant Scheme, this may be because the tenant has difficulty in reading or writing. She suggested that a follow up visit by a member of the ASB team may be helpful.

8. NEIGHBOURHOOD ISSUES AND PUBLIC QUESTION TIME

Councillor Ann Marshall – There is a problem with ASB at the Jutland Road Community Centre involving young

people harassing the caretaker. It was agreed that an update of action taken on this would be provided at the next meeting.

Councillor Ann Marshall – Brierton Lane street lighting is in need of updating. The Neighbourhood Manager said that he would liaise with the Public Lighting Manager to see what was necessary.

Resident Representative Mike Ward – People were shooting wood pigeons near the beck at the rear of the Fens estate from the field but there were dead birds on the house side of the beck. Inspector Ward said that PC Myers would investigate this.

Resident Representative Iris Ryder – Can something be done to prevent cars driving/parking on the soft ground and churning it up at Seaton Carew at the bonfire display. The Neighbourhood Manager stated that measures such as Park and Ride would be undertaken to encourage fewer vehicles to park in Seaton Carew but protective matting was not an option as it was expensive.

Councillor Marjorie James – Can the Police inform residents, Councillors and Resident Representatives what is happening in their area? Inspector Ward reminded those present that representatives from the Neighbourhood Policing Team were available after the meeting to speak to members of the Forum. He said that there needed to be good communication to build up public trust.

Councillor Geoff Lilley – At the Fens Residents Annual General Meeting concerns had been raised about the speed of traffic on Mowbray Road. Discussion took place regarding a speed survey which had been undertaken in

February 2008. It was felt that a survey covering a 24 hour period would have been more beneficial to monitor the speed of the traffic in the area of the bend in the road next to the bus stop. Inspector Ward said that he would ensure that Officers kept an eye on the speed of cars in that area. It was suggested that a presentation be brought to a future meeting with regard to the speed monitoring processes employed by Hartlepool Borough Council.

Councillor Ann Marshall – She stated that she was pleased that youth services in Jutland Road have been re-instated and are taking place on Monday and Wednesday between 6.00 pm and 9.00 pm.

Councillor Marjorie James congratulated Resident Representative Mary Green on her churning skills.

The meeting concluded at 11.45 am

Review of the Neighbourhood Consultative Forums

Prepared by Hartlepool New Deal for Communities -
Evaluation Project
for Hartlepool Borough Council

“If local government is to act in the interests of its community, influence its partners and ensure it tailors its work to the most important local priorities, it needs to make a step change in the quality of its engagement work.”

Sir Michael Lyons, The Lyon's Inquiry into Local Government, Place-shaping: a shared ambition for the future of local government. March 2007, p.19^[1]

Executive Summary

Neighbourhood Consultative Forums were established by Hartlepool Borough Council in 2000 as an 'integral part of the Council's consultative framework'. They were developed to increase levels of community involvement in local governance issues. The Evaluation Project at Hartlepool New Deal for Communities was commissioned to produce a review of these Forums in July 2008. For this purpose, data from four sources relating to Forums (NCFs) was supplied by Hartlepool Borough Council (HBC): (1) Viewpoint survey data; (2) a batch of completed questionnaires that had been available to all that have attended Forum meetings – the findings from which have been collated and analysed in the review; and two summary reports (3 and 4) one compiled from a series of one to one interviews with a number of Council officers and service providers, and one from three focus groups conducted with Councillors and Resident Representatives.

The findings of these data sources have been analysed and are reproduced in this report (no other sources were supplied or have been used.) These are initially presented individually in turn, followed by a concluding section that draws out key messages. Given the fact that all four sources deal with the same terrain, there is inevitably some repetition in the findings. It is also the case that, reflecting democratic process generally, many of the suggestions and comments recorded are in contrast! Key issues that have emerged from the review include

Attendance at NCFs

- 6% of Viewpoint respondents had attended an NCF meeting in the past year – an increase of 2% on the previous year. A common perception uncovered in the review is that NCFs are poorly attended. No targets relating to attendance are in place; therefore it is not possible to assess the effectiveness of NCFs in this respect. Nevertheless, there remains much scope for increasing attendance at NCF meetings.
- On the basis of the completed questionnaires the demographic profile of attendees is far from representative of the wider community, with a disproportionate over-representation of older age groups, relatively few middle-aged and no young people attending.
- Evidence suggests there is potentially much willingness for people to become involved (only 15% stated they were not interested: Viewpoint)
- Over half of attendees come to every meeting, with around a quarter attending 3 or 4 meetings a year, and 20% attending when an agenda item affects them.

Information about NCFs

- Publicity relating to NCF meetings is not sufficiently effective and needs to be improved (15% had seen information about NCFs in the previous 12 months: Viewpoint.)
- NCF attendees are largely satisfied that they receive their minutes on time and that feedback is good.

Timings and Locations of NCF Meetings

- Around a third of Viewpoint respondents thought meetings at weekends or evenings would encourage greater attendance.
- However, 67% of NCF attendees are happy with existing times and venues – this finding is evident in the majority of responses in all three areas.
- When asked for potential alternatives, perhaps inevitably, no alternative suggestions stood out.
- Changing meeting times and locations was also identified as having a potentially detrimental impact on existing attendance levels, although some support was evident for experimental trials.

Structure and Content of NCF Meetings

- No clearly discernable consensus was evident in respect of the number of NCF Forums that should take place
- Contrasting views were also gathered relating to the structure of meetings – for example, disagreement over whether the strategic and consultative elements should take place at different Forums.
- Common concerns raised included
 - Meetings over-run
 - Presentations are too long, not delivered by personnel skilled in presenting
 - A code of conduct or guidance on in-meeting etiquette should be introduced
 - Some Councillors can dominate meetings, leading to
 - Limited opportunities for contributions from residents
- 60% of attendees agree the same issues are raised time and again
- 61% of attendees agree that their views are listened to and respected when they speak at meetings
- 81% of attendees 'feel that they have the opportunity to comment or ask questions'
- Some officers requested greater clarity regarding in-meeting expectations, such as whether to attend the whole meeting.

Purpose of NCF Meetings

- A level of resident/community perspective is present at NCF meetings although as stated earlier this is demographically unrepresentative of the wider town.
- On the key question of whether residents have the power to influence the decision making process through attendance at NCF meetings, overall, 45 % of respondents answered 'yes' and 45% of respondents answered 'no'. Responses to this question were slightly more positive at the North and Central Forums than at the South.

Recommendations

On Attendance

Hartlepool Borough Council to...

1. Establish targets for attendance at NCF meetings.
2. Develop new strategies and forms of support to bring about greater levels of attendance at Neighbourhood Consultative Forum meetings.
3. Develop measures to address the unrepresentative demographic profile of attendees at Neighbourhood Consultative Forum meetings such that it more closely reflects that of the wider town.
4. Develop and implement a monitoring and review process to track number and demographic profile of attendees

On Information about Neighbourhood Consultative Forum Meetings

5. Hartlepool Borough Council develops more effective advertising of NCF meetings and considers a full re-branding/marketing exercise to promote Forums anew.

On Structure and Content of Neighbourhood Consultative Forum Meetings

6. Measures to be implemented to ensure that NCF meetings finish at a pre-agreed time where practicable.

7. The agenda-setting process and pre-meeting organisation of meeting structure to include resident representation.
8. Presentations at Neighbourhood Consultative Forum Meetings to follow the established practice of the Hartlepool Partnership – a maximum of one presentation per meeting with ten minutes presentation time permitted prior to questions from the floor.
9. All staff that deliver presentations at Neighbourhood Consultative Forum meetings to have undergone specific training in presentation skills.
10. Measures be implemented to address concerns about expectations of behaviour and etiquette during meetings / development of a 'Code of Conduct'.
11. Inform all Councillors that a number of comments have been received as part of this review process which state that meetings are sometimes dominated by Councillors, with this seen by some NCF attendees as limiting contributions from members of the public.

On Purpose of Neighbourhood Consultative Forum Meetings

12. Hartlepool Borough Council consider undertaking a broader review of consultation and participation mechanisms focussing on the extent to which they are structurally embedded into all HBC operations; and the extent to which they accord with the government empowerment white paper, 'Real People, Real Power.' This should include a review of the purpose of the Forums, the powers they have and the budgets they control, the roles of local Councillors at Forum meetings, and support to the administration of Forum meetings.
13. Hartlepool Borough Council to repeat the survey of NCF attendees conducted for this report after implementation of the recommendations made, in order to determine their impact on the key finding that 45% answered positively that they have any influence over the decision making process by attending NCF meetings.

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 2009 amounts to **£6,798** (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 Flowerbed Maintenance & Tree planting

Kildale Road/Elizabeth Way **£2,680**

A gradual degeneration in the quality of the flowerbed in Kildale Road has led to a proposal to renovate the flowerbed by planting evergreen shrubs. The price includes:

- Remove/dispose of all existing plant material.
- Replant with Hebe and Phormium as specimen plants
- Redefine shrub bed edge
- Supply & install weed control fabric
- Supply & spread bark mulch to site
- Plant 3 trees (Prunus Serrula "Tibetica" with galvanised cages)

3.2 Bulb planting

A689 Sapper Corner

£4,118

It is proposed to supply and plant swathes of mixed crocus bulbs to a total area of 250 m2, along the central reservation from Sapper's Corner towards King's Meadow, to improve the aesthetics of the approach to the Town.

4 **RECOMMENDATION**

- 4.1 The Forum is asked to consider the above schemes. 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
15/8/08	Brompton Walk	Seaton	Replace flag footway with tarmac		£10,740.00	£44,215.00
15/8/08	Queensway	Greatham	Resurface/renew kerbs of inner footpath		£8,200.00	£52,415.00
15/8/08	Newark Road	Fens	Replace small verge with flags		£700.00	£53,115.00
15/8/08	South Area	All	Contribution to Pride in Hartlepool		£5,000.00	£58,115.00
17/10/08	Loyalty Road	Rossmere	Lighting Scheme		£9,800.00	£67,915.00
17/10/08	Ingham Grove	Fens	Lighting Scheme		£2,500.00	£70,415.00
17/10/08	Lincoln Road	Fens	Lighting Scheme		£5,000.00	£75,415.00
17/10/08	Wainfleet & Fenton Roads	Fens	Lighting Scheme		£3,100.00	£78,515.00
17/10/08	Newark Road	Fens	Shrub Bed replacement		£1,687.00	£80,202.00