

NEIGHBOURHOODS AND COMMUNITIES PORTFOLIO

DECISION SCHEDULE



Tuesday 31st March 2009

at 9.00 am

in Committee Room A,
Civic Centre, Hartlepool

Councillor Jackson, Cabinet Member responsible for Neighbourhoods and Communities will consider the following items.

1. KEY DECISIONS

- 1.1 Housing Capital Programme 2009/10 – *Director of Regeneration and Planning Services*

2. OTHER ITEMS REQUIRING DECISION

- 2.1 Falcon Road Weight Restriction – *Head of Technical Services*
2.2 Headland Walls Model Study – Tendering and Performance / Price Tender Evaluation – *Head of Technical Services*
2.3 North Sands Coastal Strategy Study – Tendering and Performance Price Tender Evaluation – *Head of Technical Services*
2.4 Resident's Only Parking Controls – Alston Street – *Head of Technical Services*
2.5 Resident's Only Parking Controls – Whitby Grove / Whitby Walk – *Head of Technical Services*
2.6 Stagecoach Fares Increase – *Head of Technical Services*
2.7 Household Waste Recycling Centre Permit Scheme – *Head of Neighbourhood Management*
2.8 Throston Neighbourhood Action Plan (NAP), Draft for Consultation – *Head of Regeneration*

3. ITEMS FOR INFORMATION

- 3.1 Longhill Industrial Estate – Illegal Burning – *Head of Neighbourhood Management*
3.2 Regeneration and Planning Services Departmental Plan 2008/09 – Quarter 3 Monitoring Report – *Director of Regeneration and Planning Services*

4. REPORTS FROM OVERVIEW OF SCRUTINY FORUMS

No items

**NEIGHBOURHOODS AND COMMUNITIES
PORTFOLIO**

Report To Portfolio Holder
31 March 2009



Report of: Director of Regeneration and Planning Services

Subject: HOUSING CAPITAL PROGRAMME 2009/10

SUMMARY

1.0 PURPOSE OF REPORT

1.1 To seek approval of the Housing Capital Programme for 2009/10.

2.0 SUMMARY OF CONTENTS

2.1 Proposed allocations of funding for various housing improvements.

3.0 RELEVANCE TO PORTFOLIO MEMBER

3.1 The Portfolio Holder has responsibility for housing.

4.0 TYPE OF DECISION

4.1 Key test (i) and (ii) applies.

5.0 DECISION MAKING ROUTE

5.1 Neighbourhood and Communities Portfolio, 31 March, 2008.

6.0 DECISION(S) REQUIRED

6.1 Approval of the Housing Capital Programme for 2009/10.

Report of: Director of Regeneration and Planning Services

Subject: HOUSING CAPITAL PROGRAMME 2009/10

1.0 PURPOSE OF REPORT

1.1 To seek approval of the Housing Capital Programme for 2009/10.

2.0 BACKGROUND

- 2.1 Funding to assist residents improve, repair or adapt their homes is provided mainly through the Single Housing Investment Pot (SHIP) allocation from the Department for Communities and Local Government (CLG).
- 2.2 Renewal Assistance Grant/Loans and Homeplus Grants form the core work of improving housing standards, supporting housing market renewal and helping older persons to live independently.
- 2.3 Renewal Assistance is aimed at improving houses towards meeting the Government's Decent Homes Standard target for private housing and it is important to maintain this assistance.
- 2.4 Homeplus Grants provide assistance with smaller repairs for older or infirm persons. This type of assistance has been a feature of the capital programme for over twenty years and is still in demand.
- 2.5 Energy efficiency improvements have been promoted through our housing capital programme for many years, drawing in additional funding from energy utility companies.
- 2.6 Mandatory Disabled Facilities Grants provide adaptations for disabled persons to remain in their own homes.

3. HOUSING CAPITAL PROGRAMME 2009/10 - PROPOSALS

3.1 Last year's report (25th March 2008) referred to the reduction in funding available for this purpose during the current SHIP 2008-11 period.

3.2 Private sector decent homes

The 2009/10 SHIP allocation for 'improving houses to the decent homes standard' (Renewal assistance for Grants/Loans, Homeplus Grants, Energy Efficiency) is £518,062 which includes £200,000 made available from the sub-regional housing market renewal budget. The impact of the reduced allocation in terms of the numbers of households assisted will be offset to some extent by additional NDC funding of £250,000. However it should be noted that the NDC funding will cease after 2009/10.

3.3 Disabled Facilities Grants

The 2009/10 SHIP allocation for adaptations to houses of disabled persons (mandatory Disabled Facilities Grants) is £179,272. CLG will provide a further £275,000 as part of the national allocation for this purpose. The Council has again agreed through the SCRAP process to provide an additional £100,000. The total available for 2009/10 is therefore £554,272.

3.4 The overall funding for 'Private Sector Decent Homes' has been increased by £3,000 to £518,062. It is proposed that the allocations follow the 2008/9 Programme with the additional funding allocated to Renewal Assistance Grant/Loans. The proposed allocations are shown in Appendix 1.

4. **RECOMMENDATIONS**

4.1 That the Portfolio Holder approves the proposed Housing Capital Programme for 2009/10 in Appendix 1.

APPENDIX 1

ADAPTATIONS FOR DISABLED PERSONS	2008/9	PROPOSED 2009/10
Disabled Facilities Grants	561,310	554,272
TOTAL	561,310	554,272
PRIVATE SECTOR DECENT HOMES		
Renewal Assistance Grant/Loans	345,000	348,062
Homeplus Grants	90,000	90,000
Energy Efficiency	80,000	80,000
TOTAL	515,000	518,062

**NEIGHBOURHOOD AND COMMUNITIES
PORTFOLIO**

Report to Portfolio Holder
31 March 2009



Report of: Head of Technical Services

Subject: FALCON ROAD WEIGHT RESTRICTION

SUMMARY

1. PURPOSE OF REPORT

1.1 To report an objection to the proposed weight restriction order for Falcon Road.

2. SUMMARY OF CONTENTS

2.1 The report details the proposed order, the background to it and the objection submitted.

3. RELEVANCE TO PORTFOLIO MEMBER

The Portfolio Holder has responsibility for Traffic and Transportation issues.

4. TYPE OF DECISION

Non key.

5. DECISION MAKING ROUTE

This is an executive decision by the Portfolio Holder.

6. DECISION(S) REQUIRED

The Portfolio Holder approves the implementation of the weight restriction order.

Report of: Head of Technical Services

Subject: FALCON ROAD WEIGHT RESTRICTION

1. PURPOSE OF REPORT

- 1.1 To report an objection to the proposed weight restriction order for Falcon Road.

2. BACKGROUND

- 2.1 For some time now, Falcon Road has been the subject of much discussion and consultation as to the most appropriate way to reduce the level of traffic on the road, without having a major detrimental effect on local residents.
- 2.2 The introduction of a weight restriction is one such way of reducing traffic, by ensuring that vehicles over 7.5 tonnes are unable to cut through the estate via Falcon Road, and also preventing construction traffic accessing the northern part of the estate in this way.

3. CONSIDERATION OF ISSUES

- 3.1 One objection has been submitted (See **Appendix 1**) in response to the advertising of the legal notice. The reasons given for the objection are as follows:

- i) **The order would not be enforceable due to “Access Only” exemption** – Three objections were initially received, claiming that access only would allow vehicles to cut through the whole estate.

In practice, the order would only allow access for vehicles actually stopping on Falcon Road (the area covered by the order) and would not allow large vehicles to cut through if they were stopping further through the estate.

Letters explaining this were sent out to the three objectors, with the other two subsequently being withdrawn.

- ii) **The order is a waste of money if the closure goes ahead –** The provision of the weight restriction is a relatively low cost measure. As no final decision has been taken as yet regarding the closure of Falcon Road, this is seen as something that can be achieved fairly easily, to offer some reduction in traffic to the residents of Falcon Road.
- iii) **The issue has been known for a number of years –** The extent of the problem has only become apparent fairly recently, following the consultation exercises undertaken. As stated above, the weight restriction has been seen as something that can offer a reduction in traffic in advance of a final decision on the closure.
- iv) **The reduction in traffic would be negligible –** As a percentage of the overall volume of traffic, HGV's would be fairly low. However, when these vehicles do use the road they cause much more of a problem.

4. FINANCIAL IMPLICATIONS

- 4.1 The weight restriction would be implemented using existing traffic management budgets.

5. RECOMMENDATION

- 5.1 That the proposed weight restriction for Falcon Road be approved.

6. REASONS FOR RECOMMENDATION

- 6.1 To give some reduction in traffic on Falcon Road.

7 CONTACT OFFICER

Peter Frost (Traffic Team Leader)
Neighbourhood Services (Technical Services)
Hartlepool Borough Council

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APPENDIX 1

Reference:EDRMS6738

Dear Sir,

I wish to lodge an objection to the Hartlepool Borough Council (Falcon Road) Weight Restriction Order 2008.

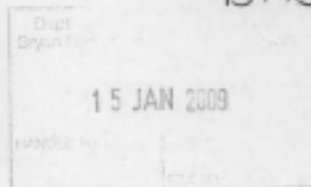
The reason for my objection is that it will not be enforceable.

The wording of the public notice published in the Hartlepool Mail on 29th December 2008 clearly states, 'An exemption will apply for access'.

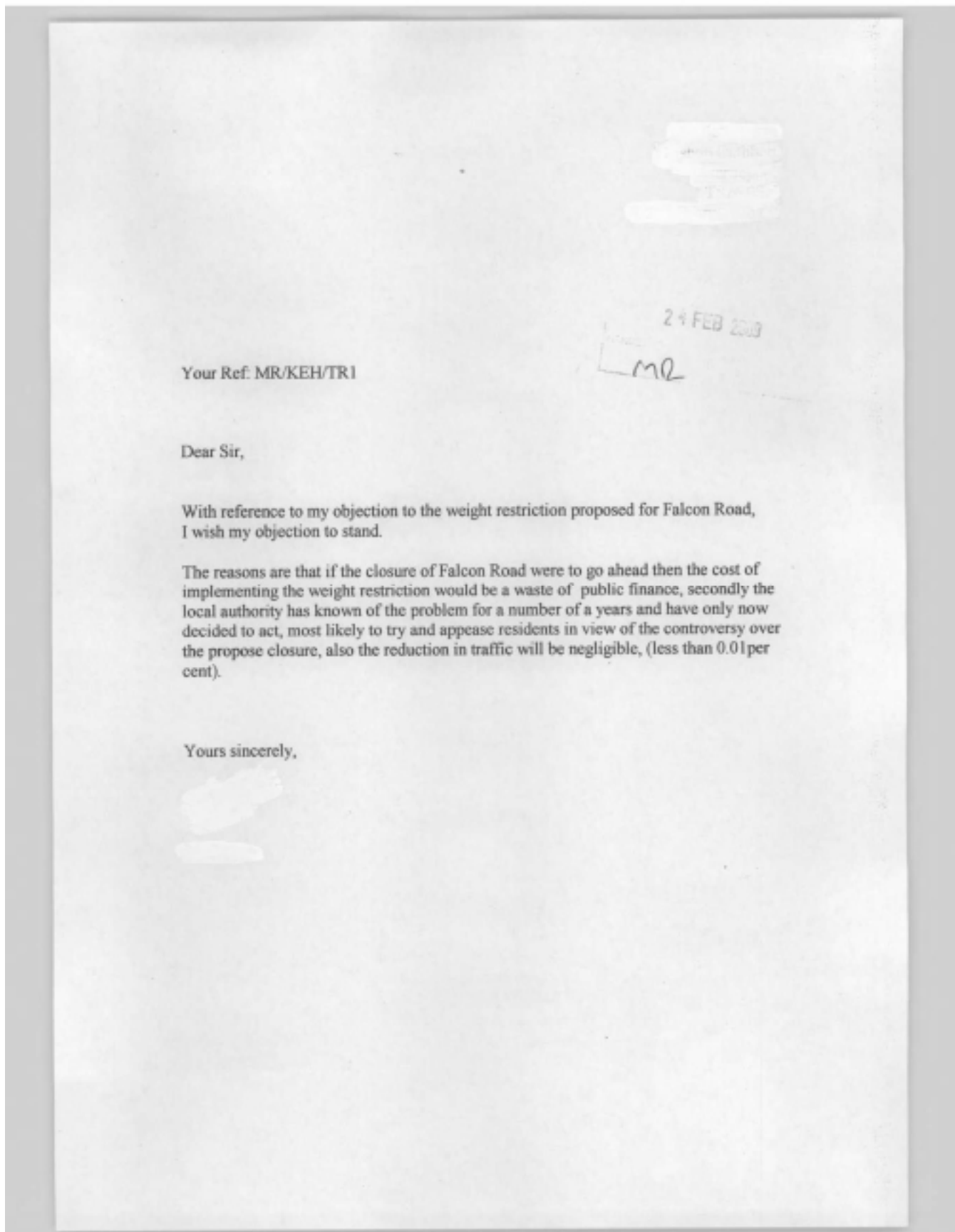
As the majority of heavy goods vehicles are using Falcon Road to 'access' other areas of the estate they have 'lawful excuse' for using Falcon Road and could not be prosecuted.

If the order is not enforceable, the costs of implementing the order are a waste of vital Council finances.

Yours faithfully



APPENDIX 2



Your Ref: MR/KEH/TR1

Dear Sir,

With reference to my objection to the weight restriction proposed for Falcon Road, I wish my objection to stand.

The reasons are that if the closure of Falcon Road were to go ahead then the cost of implementing the weight restriction would be a waste of public finance, secondly the local authority has known of the problem for a number of years and have only now decided to act, most likely to try and appease residents in view of the controversy over the propose closure, also the reduction in traffic will be negligible, (less than 0.01 per cent).

Yours sincerely,

**NEIGHBOURHOOD AND COMMUNITIES
PORTFOLIO**

Report to Portfolio Holder
31 March 2009



Report of: Head of Technical Services

Subject: HEADLAND WALLS MODEL STUDY –
TENDERING AND PERFORMANCE /PRICE
TENDER EVALUATION

SUMMARY

1. PURPOSE OF REPORT

To request approval to seek tenders for a coast protection model study by using a recently compiled restricted list of tenderers and to evaluate and award the contract on a performance/price basis.

2. SUMMARY OF CONTENTS

Report for information and action

3. RELEVANCE TO PORTFOLIO MEMBER

The Portfolio Holder has responsibility for Traffic and Transportation issues.

4. TYPE OF DECISION

Non key.

5. DECISION MAKING ROUTE

This is an executive decision by the Portfolio Holder.

6. DECISION(S) REQUIRED

That the Portfolio Holder authorises officers to seek tenders by using the list recently compiled for the Town Wall Model Study, evaluate the tenders on a performance/price ratio of 80% performance to 20% price and award the contract, subject to budget provision.

Report of: Head of Technical Services

Subject: HEADLAND WALLS MODEL STUDY –
TENDERING AND PERFORMANCE /PRICE
TENDER EVALUATION

1. PURPOSE OF REPORT

1.1 To request approval to seek tenders for a coast protection model study by using a recently compiled restricted list of tenderers and to evaluate and award the contract on a performance/price basis.

2. BACKGROUND

2.1 Following a previous report to the Portfolio Holder dated 24 September 2007, approval was given to advertise and compile a restricted list of tenderers and go to tender for consultancy services for coast protection in order to progress the Seaton Carew Coastal Strategy Study and Town Wall Model Study.

2.2 Following discussions with the Council's Procurement Section a restricted list of tenderers for both studies was developed.

2.3 Both studies were evaluated using a performance/price ratio of 80% performance and 20% price (report to Portfolio dated 20 December 2007) and are currently ongoing (report to Portfolio dated 19 January 2009).

2.4 The Town Wall Model Study was detailed as an output from the North Sands to Newburn Bridge Strategy Study adopted by the Council in 2006 (report to Cabinet dated 27 February 2006 refers). This model study has been progressed as it qualifies for grant funding from the Environment Agency.

2.5 The report to Cabinet of 27 February 2006 also discussed the issue relating to the Headland walls. The study concluded that the walls were life expired and the report to Cabinet discussed that none of the schemes considered to protect the Headland achieve the priority score and therefore qualify for grant funding. The preferred option included in the strategy of partial upgrading and realignment of the walls was estimated at a cost of £8.62m construction & design and £0.86m contingencies = £9.48m total, excluding inflation.

- 2.6 Additionally, the report discussed that in any event, if the scheme did qualify for grant, one condition would be to allow loss of the promenade and Town Moor, which would probably be considered unacceptable.
- 2.7 The only option therefore available appears to be that of improving the existing maintenance regime of the walls by systematic year on year renewal of the existing wall. Sections of the Headland walls are either owned or jointly maintained by the Council and P D Teesport. Certain lengths of the Headland walls are maintained by P D Teesport and others by the Council, but there is a considerable length which is jointly maintained by both the Council and P D Teesport in the proportion two thirds/one third respectively.
- 2.8 Technically, wall reconstruction is not the preferred solution as the wave energy absorption performance of a vertical sea wall is very poor and there would still be problems of foreshore scour due to wave reflection and overtopping on the promenade, with the inherent public safety issues.
- 2.9 In order to determine the preferred solution to the problem and how this solution can be implemented year on year, detailed consultation with key stakeholders will be required and specialist advice is needed. It is considered that an innovative solution determined from a physical model will be required.
- 2.10 The cost of the Headland Walls Model Study has been estimated based on the recently tendered Town Wall Model Study as the Town Wall Model Study also allowed for a physical model to be constructed. The procedure previously followed to compile the restricted list of tenders for the Town Wall Model Study would therefore be relevant to this study.
- 2.11 Discussions with the Council's Procurement Section have determined that as the studies are similar in nature, the restricted tender list recently compiled for the Town Wall Model Study can also be used for the Headland Walls Model Study.

3. FINANCIAL IMPLICATIONS

- 3.1 The North Sands to Newburn Bridge Strategy Study identified that grant funding would not be available from DEFRA (now administered by the Environment Agency) for these works.

- 3.2 The coast protection revenue budget has been increased annually in order to be proactive rather than reactive in maintaining the existing coast protection structures. A further reason for the budget increase was to allow officers to plan and implement schemes recommended by the North Sands to Newburn Bridge Strategy Study which do not qualify for grant funding.
- 3.3 The estimated cost of the study is in the region of £75,000.
- 3.4 It is therefore proposed that this revenue budget be used to fund the study and provision has been made in the 2009/2010 budget, subject to there being no requirement for emergency works.

4. RECOMMENDATION

- 4.1 That the Portfolio Holder authorises officers to seek tenders by using the list recently compiled for the Town Wall Model Study, evaluate the tenders on a performance/price ratio of 80% performance to 20% price and award the contract, subject to budget provision.

5. REASONS FOR RECOMMENDATIONS

- 5.1 To ensure that an innovative scheme is developed from which the Headland Coast Protection Structures can be upgraded.

6. BACKGROUND PAPERS

Report to the Cabinet dated 27 February 2006.
Report to the Portfolio Holder dated 24 September 2007.
Report to the Portfolio Holder dated 20 December 2007.
Report to the Portfolio Holder dated 19 January 2009.
Scheme files in the Engineering Consultancy Unit.

7. CONTACT OFFICER

Dennis Hancock – Senior Engineer
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**NEIGHBOURHOOD AND COMMUNITIES
PORTFOLIO**

Report to Portfolio Holder
31 March 2009



Report of: Head of Technical Services

Subject: NORTH SANDS COASTAL STRATEGY STUDY
– TENDERING AND PERFORMANCE/PRICE
TENDER EVALUATION

SUMMARY

1. PURPOSE OF REPORT

To request approval to:

- seek tenders for a coast protection strategy study by using a recently compiled restricted list of tenderers;
- evaluate the tenders on a performance/price basis of 80% / 20%;
- submit a grant application to the Environment Agency (EA);
- award the contract if funding provision is confirmed by the EA.

2. SUMMARY OF CONTENTS

Report for information and action

3. RELEVANCE TO PORTFOLIO MEMBER

The Portfolio Holder has responsibility for Traffic and Transportation issues.

4. TYPE OF DECISION

Non key.

5. DECISION MAKING ROUTE

This is an executive decision by the Portfolio Holder.

6. DECISION(S) REQUIRED

That the Portfolio Holder authorises officers to seek and evaluate tenders on a performance/price basis of 80%/20%, make a grant application to the EA and award the contract if funding provision is confirmed.

Report of: Head of Technical Services

Subject: NORTH SANDS COASTAL STRATEGY STUDY
– TENDERING AND PERFORMANCE /PRICE
TENDER EVALUATION

1. PURPOSE OF REPORT

1.1 To request approval to:

- seek tenders for a coast protection strategy study by using a recently compiled restricted list of tenderers;
- evaluate the tenders on a performance/price basis of 80%/20%;
- submit a grant application to the Environment Agency (EA);
- award the contract if funding provision is confirmed by the EA.

2. BACKGROUND

2.1 Following a previous report to the Portfolio Holder dated 24 September 2007, approval was given to advertise and compile a restricted list of tenderers and go to tender for consultancy services for coast protection in order to progress the Seaton Carew Coastal Strategy Study and Town Wall Model Study.

2.2 Following discussions with the Council's Procurement Section a restricted list of tenderers for both studies was developed.

2.3 Both studies were evaluated using a performance/price ratio of 80% performance and 20% price (report to Portfolio dated 20 December 2007) and are currently ongoing (report to Portfolio dated 19 January 2009).

2.4 The Seaton Strategy Study covers the length of coastal frontage from Newburn Bridge down to the Tees Estuary overlapping with the North Sands to Newburn Bridge Strategy Study adopted by the Council in 2006 (report to Cabinet dated 27 February 2006 refers). However this leaves a section of frontage not currently considered within a long-term strategy, covering the area from the boundary with Easington District down to North Sands (as shown in **Appendix 1**).

2.5 Initial discussions with the Environment Agency's Area Flood Risk Manager have confirmed that the whole of the Hartlepool frontage should be covered by a coastal strategy and therefore a study brief is currently being written to cover this missing area.

- 2.6 The cost of the North Sands Study has been estimated based on the recently tendered Seaton Strategy Study as the functions involved in producing the study are similar. The procedure previously followed to compile the restricted list of tenders for the Seaton Strategy Study would therefore be relevant to this study.
- 2.7 Discussions with the Council's Procurement Section have confirmed that as the North Sands Study is similar to the Seaton Strategy Study, the tender list compiled for the Seaton Strategy Study can also be used for the North Sands Study.

3. FINANCIAL IMPLICATIONS

- 3.1 The Seaton Strategy Study was approved for 100% grant funding by the Environment Agency and it is considered that this would also be the case for the North Sands Study.
- 3.2 Initial discussions with the Environment Agency have revealed that although the North Sands Study is not included on the Council's Medium Term Plan submission (applications for grant for schemes in the next 3 years), predicted slippage in this programme could mean that budget is available for 100% grant funding for the North Sands Study in 2009/2010, however this is not guaranteed.
- 3.3 The estimated cost of the study is in the region of £85,000.

4. RECOMMENDATION

- 4.1 That the Portfolio Holder authorises officers to seek and evaluate tenders on a performance/price basis of 80%/20%, make a grant application to the EA and award the contract if funding provision is confirmed.

5. REASONS FOR RECOMMENDATIONS

- 5.1 To ensure that the entire length of coastal frontage of Hartlepool is covered by a long-term strategy.

6. BACKGROUND PAPERS

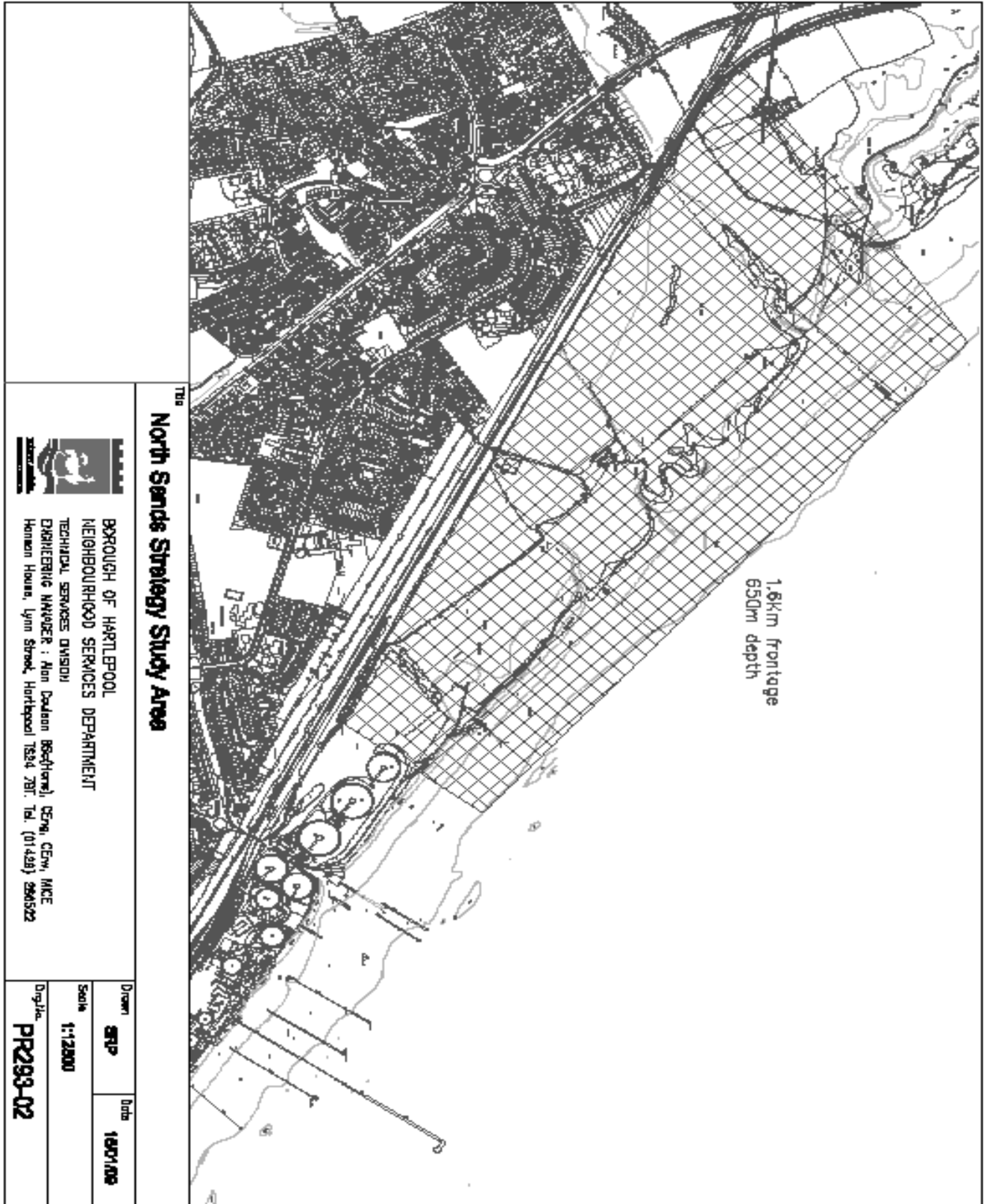
Report to the Cabinet dated 27 February 2006.
Report to the Portfolio Holder dated 24 September 2007.
Report to the Portfolio Holder dated 20 December 2007.
Report to the Portfolio Holder dated 19 January 2009.
Scheme files in the Engineering Consultancy Unit.

7. CONTACT OFFICER

Dennis Hancock – Senior Engineer
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APPENDIX 1



**NEIGHBOURHOOD AND COMMUNITIES
PORTFOLIO**

Report to Portfolio Holder
31 March 2009



Report of: Head of Technical Services

Subject: RESIDENT'S ONLY PARKING CONTROLS –
ALSTON STREET

SUMMARY

1. PURPOSE OF REPORT

To consider a petition and results of a consultation with residents to withdraw Alston Street from any residential permit controlled parking restrictions.

2. SUMMARY OF CONTENTS

The report outlines the background and considers the implications of the request.

3. RELEVANCE TO PORTFOLIO MEMBER

The Portfolio Holder has responsibility for Traffic and Transportation issues.

4. TYPE OF DECISION

Non key.

5. DECISION MAKING ROUTE

This is an executive decision by the Portfolio Holder.

6. DECISION(S) REQUIRED

To refuse the request and retain the existing permit parking controls.

Report of: Head of Technical Services

Subject: RESIDENT'S ONLY PARKING CONTROLS –
ALSTON STREET

1. PURPOSE OF REPORT

- 1.1 To consider a petition and results of a consultation with residents to withdraw Alston Street from any residential permit controlled parking restrictions.

2. BACKGROUND

- 2.1 Alston Street is located south of Elwick Road and is bordered by two existing residential controlled streets (see **Appendix A**). Leyburn, Alston and Penrhyn Street are long established within the permit controlled zone and were included after residents successfully demonstrated a need for the locations to be protected from motorists parking for long periods, consequently reducing the parking availability for the residents themselves.
- 2.2 The need to protect the parking availability initiated from complaints that commuters were avoiding paying parking charges. The recent introduction of controlled parking zones in Houghton and Whitburn Street together with limited parking restrictions in York Road may also have contributed to a further need for residential permit parking controls.
- 2.3 Cabinet recently approved a decision to increase the costs of all permits but included Alston Street within a subsidised zone, restricting the cost to £5 per permit.
- 2.4 A petition signed by 29 residents living in Alston Street was received requesting the removal of the resident permit controls. As a result a full consultation was carried out with the residents and further details were provided in relation to the scheme, its cost and the likely impact on parking provision if permit restrictions were withdrawn. A copy of the petition will be available at this meeting.
- 2.5 Residents were consulted over a 5 week period to assess their views in relation to creating a residents parking controlled zone. The results of which were:

Number of properties consulted = 35
Number of responses = 18 (51%)
Number of residents against = 9 (50%)
Number of residents in favour = 9 (50%)

3. PROPOSALS

- 3.1 The removal of the controlled parking restrictions would remove the need for residents to display a permit. The scheme would however be unrestricted and the Council would be limited in terms of what enforcement action, if any, it could take against vehicles that parked within the street.
- 3.2 The opt out from the scheme would require any signage and carriageway markings to be removed in Alston Street. The signs will however be reused within other controlled parking zones.
- 3.3 The current permits for residents of Alston Street expire on 31 March 2009. For this reason it is proposed that any decision to remove the scheme from permit controls should be applicable as and when the current permits expire. Alternatively the current permits would be deemed valid for a further month (to allow renewal applications to be processed) should the decision be to retain the permit restrictions.

4. FINANCIAL CONSIDERATIONS

- 4.1 If Alston Street were to be removed from the scheme there would be some minimal costs associated with advertising the amendments to the legal orders. This would be met from the parking services operational budget.

5. LEGAL CONSIDERATIONS

- 5.1 The removal of Alston Street from the residents parking scheme would require the revocation of the order controlling parking at this location. The Order would be required to be advertised as part of the formal legal process.

6. RECOMMENDATION

- 6.1 That the petition requesting the removal of permit controlled parking at Alston Street be refused.

7. REASONS FOR RECOMMENDATION

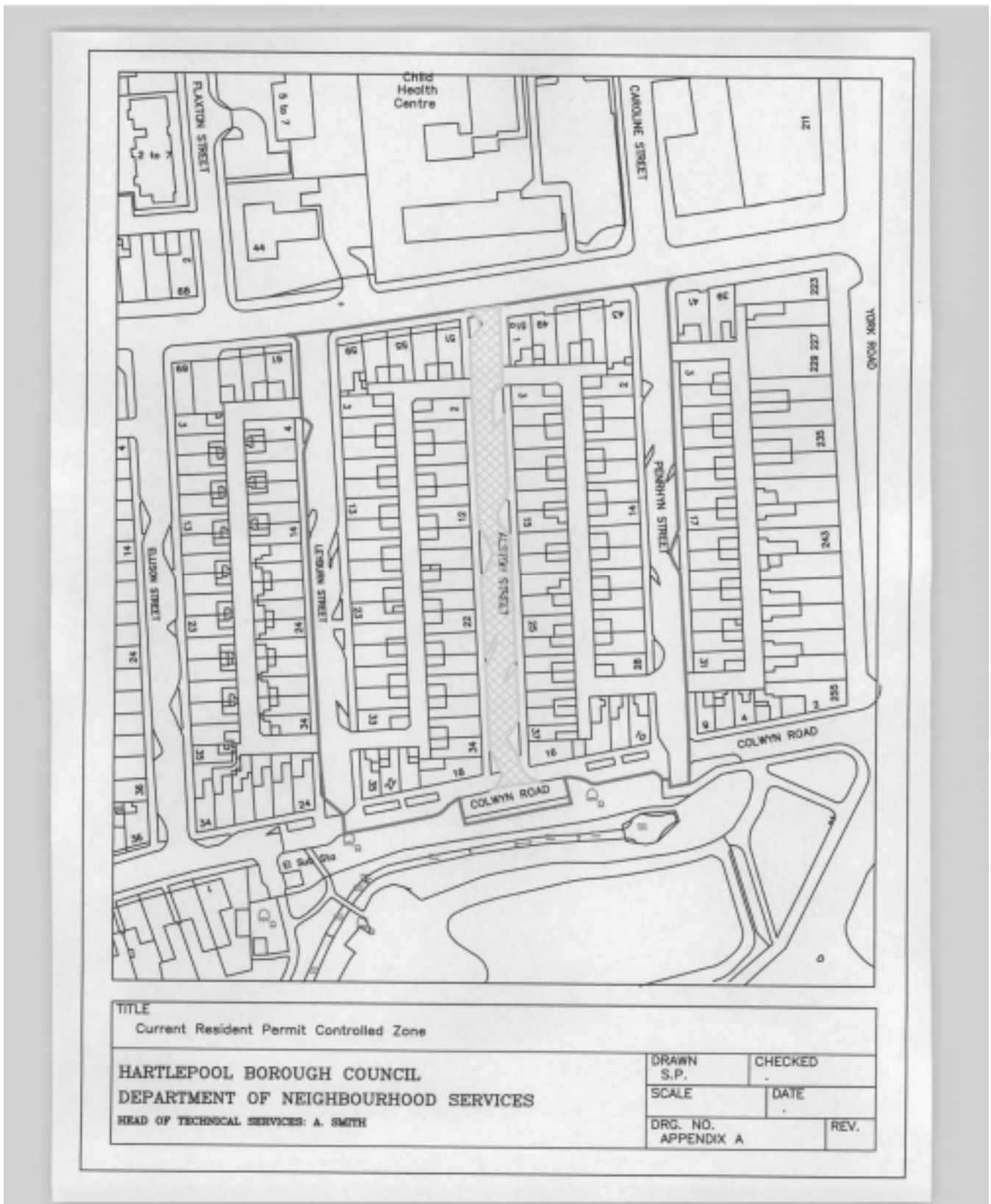
- 7.1 The consultation which took place with residents failed to demonstrate full support for the removal of the parking controls. Although the consultation responses were fewer in numbers than those on the petition, there is still evidence that a number of residents wish to retain the parking controls.

8. CONTACT OFFICER

Philip Hepburn, Parking Services Manager
Neighbourhood Services (Technical Services)
Hartlepool Borough Council

Telephone Number: 01429 523258
Email: Philip.hepbum@hartlepool.gov.uk

APPENDIX A



**NEIGHBOURHOOD AND COMMUNITIES
PORTFOLIO**

Report to Portfolio Holder
31 March 2009



Report of: Head of Technical Services

Subject: RESIDENT'S ONLY PARKING CONTROLS –
WHITBY GROVE / WHITBY WALK

SUMMARY

1. PURPOSE OF REPORT

To consider introducing permit parking controls in Whitby Grove/Whitby Walk.

2. SUMMARY OF CONTENTS

The report outlines the background and considers the implications of the request.

3. RELEVANCE TO PORTFOLIO MEMBER

The Portfolio Holder has responsibility for Traffic and Transportation issues.

4. TYPE OF DECISION

Non key.

5. DECISION MAKING ROUTE

This is an executive decision by the Portfolio Holder.

6. DECISION(S) REQUIRED

That the creation of a resident permit parking area is approved and that a formal agreement is established between Hartlepool Borough Council and Housing Hartlepool.

Report of: Head of Technical Services

Subject: RESIDENT'S ONLY PARKING CONTROLS –
WHITBY GROVE / WHITBY WALK

1. PURPOSE OF REPORT

1.1 To consider the introduction of a resident controlled parking permit scheme.

2. BACKGROUND

2.1 Whitby Grove/Whitby Walk are located to the South of Hucklehoven Way on the fringe of the current residential permit controlled parking zone.

2.2 The area is bordered by controlled parking restrictions, most recently introduced as part of the commuter parking areas on Whitby Street, Surtees Street and Lynn Street. Although these restrictions have helped control and manage the parking in the area the attraction of unregulated “free” parking has displaced many vehicles into the residential areas of Whitby Walk/Whitby Grove. In addition proactive enforcement against drivers parking on the grass verges around Hucklehoven Way/Charles Street are believed to have contributed to a noticeable increase in vehicles now parking in Whitby Grove/Whitby Walk.

2.3 The vast majority of motorists are believed to be students attending the nearby Hartlepool College of Further Education and the increase of vehicular activity has led to a number of requests from residents for HBC to take action and protect residents by creating a permit controlled parking zone.

2.4 Residents were consulted over a 5 week period to assess their views in relation to creating a residents parking controlled zone. The results of which were:

Number of properties consulted = 48
Number of responses = 19 (40%)
Number of residents against = 2 (11%)
Number of residents in favour = 17 (89%)

3. PROPOSALS

- 3.1 The extent of the proposed controlled parking scheme is shown as **Appendix A**.
- 3.2 Unlike most of the controlled parking zones in the town centre, the majority of the proposed zone is not public adopted highway being under the ownership of Housing Hartlepool. In order to enforce and create a legal order it will therefore be necessary to enter into agreement with the land owners. Housing Hartlepool have however been very supportive of the introduction of parking controls and have indicated they would be prepared to allow Hartlepool Borough Council enforce the restrictions, whilst retaining all other responsibilities for maintenance etc.
- 3.3 The site is a cul-de-sac with limited space to create formal marked parking bays. As a result conventional signage and road markings would not be ideal in this instance. I would therefore seek permission from The Department of Transport to approve the use of non standard controlled gateway signs at this site. Most signs are pre approved under highway law and covered by The Traffic Signs Regulations and General Directions 2002. A separate approval will therefore be required in this instance, but should make it easier for motorists to understand the parking controls whilst maximising the parking spaces available to residents.
- 3.4 The permit parking scheme would be an extension of the existing Zone G and would operate under the same enforcement period of Monday- Saturday between the hours of 8am – 6pm. Residents would be offered permits under the terms and conditions of use of the existing scheme. Existing Zone G permits will be due for renewal on 1 June 2009 and I would look to include Whitby Walk/Whitby Grove within the zone to coincide with the permit renewal date.
- 3.5 The zone is within the town centre area and the costs of permits will therefore be charged at the reduced rate of £5 per permit.

4. FINANCIAL CONSIDERATIONS

- 4.1 The cost of advertising the amendments to the legal orders would be minimal and would be met from the parking services operational budget.

5. LEGAL CONSIDERATIONS

- 5.1 The scheme would require the prior agreement of Housing Hartlepool (as land owners) and an approval from the Department of Transport to use non standard approved signage at this location. In addition the

Order would be required to be advertised as part of the formal legal process.

6. RECOMMENDATION

- 6.1 That the creation of a resident permit parking area be approved and that a formal agreement be established between Hartlepool Borough Council and Housing Hartlepool

7. REASONS FOR RECOMMENDATION

- 7.1 To assist those residents who are experiencing increasing parking difficulties and demand for parking spaces close to their properties.

8. CONTACT OFFICER

Philip Hepburn, Parking Services Manager
Neighbourhood Services (Technical Services)
Hartlepool Borough Council

Telephone Number: 01429 523258
Email: Philip.hepbum@hartlepool.gov.uk

APPENDIX A



TITLE Proposed Permit Controlled Zone	
HARTLEPOOL BOROUGH COUNCIL DEPARTMENT OF NEIGHBOURHOOD SERVICES HEAD OF TECHNICAL SERVICES: A. SMITH	
DRAWN S.P.	CHECKED -
SCALE -	DATE -
DRG. NO. Drawing A	REV. -

**NEIGHBOURHOODS AND COMMUNITIES
PORTFOLIO**

Report to Portfolio Holder
31 March 2009



Report of: Head of Technical Services

Subject: STAGECOACH FARES INCREASE

SUMMARY

1. PURPOSE OF REPORT

To seek approval to apply increased fare scales on bus services operated by Stagecoach on behalf of Hartlepool Borough Council

2. SUMMARY OF CONTENTS

Details of revised fare scales for Stagecoach bus services.

3. RELEVANCE TO PORTFOLIO HOLDER

The Portfolio Holder has responsibility for Traffic and Transportation issues.

4. TYPE OF DECISION

Non-key.

5. DECISION MAKING ROUTE

This is an executive decision made by the Portfolio Holder.

6. DECISION(S) REQUIRED

Approval to apply the revised fare scales on supported bus services operated by Stagecoach

Report of: Head of Technical Services

Subject: STAGECOACH FARES INCREASE

1. PURPOSE OF REPORT

- 1.1 To seek approval to apply increased fare scales on bus services operated by Stagecoach on behalf of Hartlepool Borough Council

2. BACKGROUND

- 2.1 Hartlepool Borough Council supports a number of bus services that are contracted to Stagecoach. These services are provided in the table below.

Hartlepool Supported Bus Service Contracts

Contract	Service	Route
D07002	527	Greatham – Fens Estate – Town Centre - ASDA
W07003	980	Middlegate – Town Centre – Brenda Road - Tofts Farm Industrial Estate
U07005	15	Marina – Town Centre – Owton Manor – Seaton Lane (Sunday)
U07006	1	Hartlepool – Seaton Carew – Port Clarence – Middlesbrough (Sunday)
U07007	6/12	Fens - Middlegate
M07009	3	Fens Hotel – Town Centre – Historic Quay – Throston Grange – Bishop Cuthbert
M07012	12	Middlegate – Town Centre – Seaton Carew
S07013	822	Seaton Carew – Manor/Brierton School
S07014	823	Middlegate – St Hild’s School
S07015	824	Town Centre – High Tunstall School
S07016	826	Throston Grange – English Martyrs School
S07017	828/829	Seaton Carew - English Martyrs School
M07018	15	Marina – Town Centre – Owton Manor – Seaton Lane (Mon-Sat Evening and Sunday)
D06001	5	Headland - Hart Station
	1	Throston Grange- Middlesbrough
	6	Fens - Middlegate
	7/7A	Owton Manor- Headland

- 2.2 Following a period of increasing costs of bus operation, including the price of fuel and wage costs in line with the annual wage award, fares on Stagecoach's commercial services in Hartlepool were increased on the 1 March 2009.

3. CONSIDERATION OF ISSUES

- 3.1 To avoid confusion for passengers, it is custom and practice to implement the same fare scales on supported contracts as commercial services. The revised fare scales are provided in the table below. Child fares are based on half the adult fare to the nearest 5p above.

Stagecoach Hartlepool Proposed Fare Scales

	Present Fare	New Fare	
1 stage	£0.80	£0.85	
2 stages	£1.00	£1.05	
3 stages	£1.10	£1.15	
4 stages	£1.30	£1.40	
5 stages	£1.30	£1.40	
6 stages	£1.45	£1.55	
7 stages	£1.45	£1.55	
Middlesbrough Single	£2.60	£2.70	
Middlesbrough Return	£4.40	£4.50	
Dayrider Adult	£2.90	£2.90	No change
Dayrider Child	£2.10	£2.10	No change
Family Dayrider Hartlepool	£6.00	£6.00	No change
Family DayTripper Teesside	£8.00	£8.00	No change
Hartlepool Megarider	£8.50	£8.50	No change
Megarider Plus	£12.80	£12.80	No change
Coolrider	£6.90	£6.90	No change

4. FINANCIAL IMPLICATIONS

- 4.1 There are no financial implications to the Council as a result of the proposed increase in fares on supported bus services.

5. RECOMMENDATIONS

- 5.1 It is recommended that approval be given to apply the revised fare scales on supported bus services operated by Stagecoach with immediate effect.

6. REASONS FOR RECOMMENDATIONS

- 6.1 To avoid confusion for passengers by implementing the same fare scales on supported contracts as commercial services.

5. CONTACT OFFICER

Mike Blair, Traffic and Transport Planning Officer
Neighbourhood Services (Technical Services)
Hartlepool Borough Council

Telephone Number: 01429 523252
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**NEIGHBOURHOOD AND COMMUNITIES
PORTFOLIO**

Report to Portfolio Holder
31 March 2009



Report of: Head of Neighbourhood Management

Subject: Household Waste Recycling Centre Permit Scheme

SUMMARY

1. PURPOSE OF REPORT

To consider the expansion of the Household Waste Recycling Centre permit scheme in order to provide greater control of prohibited waste entering the site, and increase the maximum number of visits allowed under the permit scheme.

2. SUMMARY OF CONTENTS

The Local Authority has a duty to provide a Civic Amenity Site for residents to dispose of their waste. The Household Waste Recycling Centre located on Bum Road is licensed to accept domestic waste only.

The report summarises the permit scheme and seeks approval to expand on current practices.

3. RELEVANCE TO PORTFOLIO MEMBER

The Local Authority has a duty to provide a Civic Amenity Site for residents to dispose of their waste under the Environmental Act 1990. These duties are included within the Neighbourhoods and Communities Portfolio

4. TYPE OF DECISION

Non key.

5. DECISION MAKING ROUTE

Neighbourhoods and Communities Portfolio on 31 March 2009.

6. DECISION(S) REQUIRED

The Portfolio Holder considers and approves a change to the existing Household Waste Recycling Policy as per item 3 from 1 April 2009.

Report of: Head of Neighbourhood Management

Subject: Household Waste Recycling Centre Permit Scheme

1. PURPOSE OF REPORT

- 1.1 To consider the expansion of the Household Waste Recycling Centre permit scheme in order to provide greater control of prohibited waste entering the site and increase the maximum number of visits allowed under the permit scheme.

2. BACKGROUND

- 2.1 The Local Authority has a duty to provide a Civic Amenity Site for residents to dispose of their waste. The Household Waste Recycling Centre located on Bum Road is licensed to accept domestic waste only. The site was developed in 2001 as part of the Authority's drive to improve performance with respect to recycling household waste.
- 2.2 Due to the increases in landfill tax over the years Hartlepool Borough Council like many other Authorities has seen an increase in the number of businesses and drivers of larger vans wishing to dispose of their waste. In some cases it is difficult to determine whether the waste is commercial / trade waste which can result in prohibited waste from entering the site and can at times result in conflict between staff and the public.
- 2.3 In 2005 the Authority introduced a 'ban the van' policy restricting commercial vehicles and vehicles over 2 metres in height from using the Household Waste Recycling Centre and a permit system for large vans restricting the number of visits to the site per annum to six.
- 2.4 This policy and subsequent permit system has partially assisted in controlling the amount of commercial / trade waste entering the site. It does however, continue to be a problem which at times can result in additional resources being required. A large number of pickups and trailers which fall outside the current system continue to use the site on a regular basis, which are thought to carry commercial / trade waste.
- 2.5 The Household Waste Recycling Centre has a height restriction barrier to assist in controlling waste entering the site, which originally prevented access to pick ups and other vehicles above 2 metres. Many owners have adjusted the "T" bars on their pick ups in order to

slip under this barrier and substantial quantities of non recycled waste are being deposited on site.

- 2.6 Whilst many residents use the site correctly, the increase in the number of large vehicles misusing the site has resulted in greater quantities of waste requiring disposal that cannot be recycled. The site currently recycles less than 40%, whilst neighbouring authorities are recycling well over 60%.

3. PROPOSALS

- 3.1 In order to prevent the continued misuse of the Household Waste Recycling Centre and improve the control of prohibited waste from entering the site, it is proposed to issue permits to all vans and pick ups (less than 2 metres in height) and trailers (less than 2.4 x 1.2 metres). All vehicles larger than this will be excluded from the site.
- 3.2 Permits will limit access to the site to twelve trips per annum. Drivers of vehicles using the site covered by this change in policy will be provided with a permit scheme application form and leaflet explaining the system when they enter the site (**Appendix 1**).

4. RISK IMPLICATIONS

- 4.1 Not introducing this change to the current policy would leave the Authority in a position where we receive prohibited and substantial amount of waste into the Household Waste Recycling Centre. This will have a direct effect on the Authority's national indicator targets for recycling and disposal of waste.

5. FINANCIAL CONSIDERATIONS

- 5.1 Continuing to accept prohibited waste onto the site will incur ongoing disposal costs. Expansion of the scheme will increase recycling and reduce disposal costs, therefore providing greater efficiencies on budget provision.
- 5.2 It is difficult to provide an efficiency figure due to fluctuations in the recycling market.

6. RECOMMENDATIONS

- 6.1 The Portfolio Holder considers and approves a change to the existing Household Waste Recycling Policy as per item 3 above from 1 April 2009.

7. REASONS FOR RECOMMENDATIONS

- 7.1 The reason for the above recommendation is the financial cost to the Authority for continuing not to fully control the waste deposited on site.

8. CONTACT OFFICER

Colin Ogden
Waste Management Manager
Neighbourhood Services Department
1 Church Street
Hartlepool
TS24 7DS

Telephone: 014209 523806
Email: colin.ogden@hartlepool.gov.uk

APPENDIX 1



HOUSEHOLD WASTE RECYCLING CENTRE VAN, PICK UP AND TRAILER PERMIT APPLICATION FORM



PERSONAL DETAILS

Name:

Address:

.....

Post Code:

Tel Number:

VEHICLE DETAILS – PLEASE FILL IN ALL VEHICLE DETAILS

Make:

Model:

Colour (inc. markings):

Height (in metres):

Trailer Size (in metres):

Registration Number:

Registered Keeper:

I can confirm that the van, pickup &/or trailer will not be used to dispose of trade wastes and that I will not be transporting controlled wastes for profit. Contrary to EPA 1990, section 34 (duty of care). Breach of this will lead to withdrawal of permit.

Signed:

Date:

All above details will be checked before permit is issued.

Please return form to:

Fiona Srogi, Recycling Officer, 1 Church Street, Hartlepool TS24 7DS

Vans, Pick ups, Trailers and Commercial Vehicles

FOR HOUSEHOLD WASTE ONLY

Why have a permit scheme

The scheme was introduced in 2005 to stop trade waste and control the amount of household waste being deposited at the Household Waste Recycling Centre.

Each permit entitles the user to a maximum of **12** trips per year with no more than one permit being issued per household per year

What vehicles are affected?

- Commercial vehicles are **not** allowed to use this site.
- Any vehicle over 2m in height, and trailers over 2.4m (L) by 1.2m (W) are not allowed to use this site.
- Vans and Pick ups under 2m in height, and trailers under 2.4m (L) by 1.2m (W) **must** have a permit to use this site.

How to apply

Please complete an application form available from the Household Waste Recycling Centre, Burn Road or the Civic Centre. Alternately you can apply online at www.hartlepool.gov.uk or call Hartlepool Connect on

01429 523808



Please Think
before you throw!!!

Do you know what's in your
bags?

Please separate any materials
that can be recycled from your
waste before you make the trip.

How does the scheme work?

- One permit issued free of charge to residents of Hartlepool who meet the application criteria.
- The permit will be valid for 12 visits per annum
- Permits are vehicle and address specific and non – transferable
- The permit is for Household waste only (e.g. this scheme excludes a trader carrying out work on your home or a landlord bringing in waste from their rented properties)
- The permit cannot be used to recycle or dispose of commercial waste.
- You will need to show the permit to site staff on every visit and the permit will be stamped.

Alternatively you
can use our free
**Bulky Household
Waste service**

Tel: 01429 523808

Contacting Us

If you would like further information on the Household Waste Recycling Centre Permit Scheme

please telephone Hartlepool Connect on 01429 523808 for advice, or email customer.service@hartlepool.gov.uk

This document is also available in other languages, large print and audio format upon request – Contact us on: 01429-523808

এই ডকুমেন্ট অন্য ভাষায়, বড় প্রিন্ট আকারে এবং অডিও টেপ আকারেও অনুরোধে পাওয়া যায়।

本文件也可應要求，製作成其他語文或特大字體版本，也可製作成錄音帶。

अनुरोध पर यह दस्तावेज़ अन्य भाषाओं में, बड़े अक्षरों की छपाई और सुनने वाले माध्यम पर भी उपलब्ध है

نام ہنگامہ ضرورتاً بہ زمانگانی کہ، بہ چاہی درشت و بہ شریقی تاسجیل ہمیں دہکویت

هذه الوثيقة متاحة أيضا بلغات أخرى والأحرف الطباعية الكبيرة وبطريقة سمعية عند الطلب.

Dokument ten jest na życzenie udostępniany także w innych wersjach językowych, w dużym druku lub w formie audio.

درخواست پر یہ دستاویز دیگر زبانوں میں، بڑے حروف کی چھپائی اور سننے والے ذرائع پر بھی میسر ہے۔



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Household Waste Recycling Centre Permit Scheme




APPENDIX 1

HWRC Permit 2009

Vehicle registration: _____

Vehicle Type : _____

is authorised to bring household waste into the
Household Waste Recycling Centre



1	2	3	4	5	6
7	8	9	10	11	12

PERMIT NUMBER: 000

**NEIGHBOURHOODS AND COMMUNITIES
PORTFOLIO**

Report To Portfolio Holder

31 March 2009



Report of: Head of Regeneration

Subject: THROSTON NEIGHBOURHOOD ACTION PLAN
(NAP), DRAFT FOR CONSULTATION

SUMMARY

1.0 PURPOSE OF REPORT

- 1.1 To seek agreement to consult on the first draft of the Neighbourhood Action Plan (NAP) for Throston (Appendix 1) and, to note the proposed 6 week consultation period from w/c 13 April 2009.

2.0 SUMMARY OF CONTENTS

- 2.1 The report describes the background to NAPs with a specific focus on the Plan for Throston. It outlines the current position with regard to the consultation process and details the progress which has already been made on addressing some of the issues raised by local people. The report also provides an overview of future consultation methods and draws the Neighbourhoods and Communities Portfolio Holder's attention to the revised format of the NAP. Finally, the report provides initial thoughts in relation to the implementation procedure along with the financial implications of the NAP once endorsement has been sought from relevant partners.

3.0 RELEVANCE TO PORTFOLIO MEMBER

- 3.1 NAPs fall within the remit of the Neighbourhoods and Communities Portfolio Holder. Once the Throston NAP has been finalised and endorsed, it will have an impact on service delivery and will potentially influence future funding opportunities in the Throston NAP area.

4.0 TYPE OF DECISION

- 4.1 Non-key

5.0 DECISION MAKING ROUTE

- 5.1 The draft Plan has already been taken to the Hartlepool Partnership to seek approval to consult on the draft Plan. The decision of the Hartlepool Partnership will be reported verbally at the Neighbourhoods and Communities Portfolio Holder meeting.

6.0 DECISION(S) REQUIRED

- 6.1 To agree the first draft of the Neighbourhood Action Plan (NAP) for Throston (Appendix 1) and, to note the proposed 6 week consultation period from w/c 13 April 2009.

Report of: Head of Regeneration

Subject: THROSTON NEIGHBOURHOOD ACTION PLAN (NAP), DRAFT FOR CONSULTATION

1.0 PURPOSE OF REPORT

1.1 To seek agreement to consult on the first draft of the Neighbourhood Action Plan (NAP) for Throston (**Appendix 1**) and, to note the proposed 6 week consultation period from w/c 13 April 2009.

2.0 BACKGROUND

2.1 NAPs are the local elements of Hartlepool's Neighbourhood Renewal Strategy (NRS) which are used to inform and improve service delivery within the priority neighbourhoods identified in the NRS. The Strategy forms part of the updated Community Strategy; Hartlepool's Ambition, which provides a new strategic policy framework for the Borough.

2.2 In the new Community Strategy; Hartlepool's Ambition, Throston has been added as a priority neighbourhood. Although the 2007 Index of Multiple Deprivation does not place Throston in the bottom 10% overall, in the key areas of employment, health, deprivation and disability it is within the bottom 10% nationally. As these are key priorities for the Hartlepool Partnership it was agreed that Throston should be included as a priority neighbourhood in the NRS.

2.3 Throston is located in the north of the Borough and covers most of the Throston Ward. The neighbourhood is encircled by Throston Grange Lane and Wiltshire Way and extends to the west to include St David's Walk and Caernarvon Grove and to the east to include Salisbury Place.

3.0 CONSULTATION AND PROGRESS TO DATE

3.1 Work commenced on developing the NAP for the Throston area, following the endorsement of the Community Strategy; Hartlepool's Ambition, in July 2008. A Family Fun Day, held in September 2008, marked the launch of the NAP for Throston and the start of the consultation process, to begin to identify the main issues and priorities facing the estate. The event was well received by the local community with over 300 local people attending.

3.2 Following this event, a Household Survey was conducted in the area to which over 200 responses were received. This was another method of identifying the key problems and issues facing residents in Throston.

Two Community Conference events have also been held, in October and December 2008, to further identify the community's priorities. Attendees were also involved in an exercise to prioritise key concerns, the results of which were used to inform the allocation of the Working Neighbourhoods Fund (WNF) budget for 'quick win' projects in the neighbourhood for 2008/09.

- 3.3 Whilst consultation with residents was ongoing, service providers through their Theme Partnership were asked to prepare a Theme Assessment to inform the development of the NAP, alongside the information received from local people. Theme Partnerships utilised available neighbourhood statistics and sought to involve as many partners as possible in developing the assessment for their Theme. Each Theme Assessment set out to gain a broad understanding of existing local service provision, to establish gaps in current provision from the service provider's perspective, to identify what service providers feel are the key priorities for the Throston neighbourhood and to highlight any opportunities for future development. Additional information such as the TellUs3 Survey has also been used to inform the NAP document.
- 3.4 As indicated in paragraph 3.2, work has commenced on tackling some of the priorities identified by local people using the monies allocated to the Throston NAP in 2008/09. A number of 'quick win' schemes have been implemented which include the replacement of concrete bollards with static and collapsible bollards to improve access for street cleansing, the installation of additional litter bins and dog litter bins on Flint Walk, the resurfacing of existing parking areas in Bodmin Grove and Plymouth Walk, upgrading and replanting of raised flower beds and planting trees. In addition to these environmental improvements, work has begun in bringing local service providers together to look at what improvements need to be made in relation to youth provision in the neighbourhood.
- 3.5 In addition to the improvement works supported by the WNF, the area has also benefited from Operation Cleansweep, which targeted Throston in a week-long blitz. The decision to pick Throston stemmed from the initial results of the NAP consultation.

4.0 FUTURE CONSULTATION

- 4.1 Subject to agreement of the draft for consultation from the Hartlepool Partnership and the Neighbourhoods and Communities Portfolio Holder, further consultation sessions will be undertaken. This will include on-line consultations, drop-in sessions, work with schools serving the Throston area, plus meetings with community/voluntary organisations and partners. The draft Plan will also be considered by the Theme Partnerships, for comments.

5.0 THE FORMAT OF THE PLAN

- 5.1 As identified in paragraph 2.1, NAPs are used to deliver the NRS at a local level and therefore follow the same 8 Themes of the Community Strategy; Hartlepool's Ambition.
- 5.2 The format of the document differs from any previous NAP that has been developed previously. **The Neighbourhoods and Communities Portfolio Holder is asked to note the changes in the format.** The draft NAP has been attached as Appendix 1 for information along with a supplementary document to the Throston NAP, which outlines the key resources and programmes that are available to residents of the Throston area in Appendix 2.
- 5.3 At the meeting of the Neighbourhoods and Communities Portfolio Holder, comments on the draft NAP will be invited. Any amendments resulting from the discussion will be reflected in the document, prior to consulting on the Plan.

6.0 IMPLEMENTATION

- 6.1 Annual Action Plans will be prepared each year to take forward this NAP. The first of these for 2009/10 will be prepared in consultation with residents, Ward Councillors and local community/voluntary organisations. The Action Plan will identify priorities from the NAP to be tackled in that year.
- 6.2 The implementation of this Action Plan will be overseen by Hartlepool Borough Council's North Neighbourhood Manager, who will work with service providers and existing local groups to develop specific schemes that will help to improve the quality of life of residents in the Throston neighbourhood.
- 6.3 The Action Plan will be monitored locally and progress will be reported to the Hartlepool Partnership's Performance Management Group and Theme Partnerships.

7.0 FINANCIAL IMPLICATIONS

- 7.1 In addition to the WNF (Residents' Priority Budget), which has been allocated to the Throston NAP in 2009/10, this Plan will also be influential in the future allocation of resources. The NAP provides a strategic analysis of the issues and priorities which could be tackled should any new funding streams emerge. Impact upon priorities is expected to be made by using more efficiently and effectively existing mainstream resources on the more disadvantaged areas. This will coincide with a continuous improvement to services by all partners, which often only involves a series of small adjustments and a more efficient co-ordination of activity.

8.0 RECOMMENDATION

- 8.1 The Neighbourhoods and Communities Portfolio Holder is requested to agree the first draft of the Throston NAP as a consultation document and, to note the proposed consultation arrangements.

NEIGHBOURHOOD AND COMMUNITIES PORTFOLIO

Report to Portfolio Holder
31 March 2009



Report of: Head of Neighbourhood Management

Subject: LONGHILL INDUSTRIAL ESTATE – ILLEGAL
BURNING

SUMMARY

1. PURPOSE OF REPORT

To provide the Portfolio Holder with an update on the multi-agency initiative aimed at reducing the numbers of illegal fires on the Longhill Industrial Estate.

2. SUMMARY OF CONTENTS

The report gives an explanation to the strategy introduced to reduce the numbers of illegal fires on the Longhill Industrial Estate and provides copies of the correspondence between the Local Authority businesses, Ward Members and residents.

The report concludes covering the successful outcomes of the initiative, which has resulted in a combination of enforcement activity culminating with prosecutions.

3. RELEVANCE TO PORTFOLIO MEMBER

The Portfolio Member has responsibility for Neighbourhoods and Communities issues.

4. TYPE OF DECISION

Non Key.

5. DECISION MAKING ROUTE

Portfolio Holders meeting on 31 March 2009.

6. DECISION(S) REQUIRED

That the Portfolio Holder notes the success of this initiative and the benefits to the local community and the environment.

Report of: Head of Neighbourhood Management

Subject: LONGHILL INDUSTRIAL ESTATE – ILLEGAL BURNING

1. PURPOSE OF REPORT

- 1.1 To provide the Portfolio Holder with an up-date on the multi-agency initiative aimed at reducing the numbers of illegal fires on the Longhill Industrial Estate.

2. BACKGROUND

- 2.1 In a report to the Neighbourhoods and Communities Portfolio Holder in February 2008, the Portfolio Holder was informed of an increase in the number of fires on the Longhill Industrial Estate, many of which may have been started deliberately. Figures provided by the Fire Brigade showed an increase of 116.2% on the previous year.

- 2.2 Such fires have a detrimental effect on the health and amenity of the local area, and have harmful consequences for the environment as a whole. Many complaints were received from local residents and Council Members who demanded action against the continuing nuisance caused by these illegal fires.

- 2.3 As a way of combating this nuisance, the Council's Neighbourhood Action Team introduced a 'multi-agency' approach to the problem, which involved internal sections of the Council working closely with a number of external organisations. The various agencies involved in the strategy were as follows:

- Cleveland Fire Brigade;
- Cleveland Police;
- Neighbourhood Action Team (HBC);
- Environmental Standards (HBC);
- Development Control (HBC);
- Economic Development (HBC);
- Environment Agency;
- New Deal for Communities.

- 2.4 The strategy was designed to increase surveillance in the area and provide a decisive response to incidents of deliberate fire setting. Participating agencies were tasked to look into the causes of the fires

and where possible use appropriate legislation to force businesses into taking steps to prevent further occurrences. During these multi-agency site visits, the opportunity was also taken to carry out a full inspection of the premises in order to ensure compliance with other legal and licensing requirements.

- 2.5 A copy of the strategy, showing the participating agencies and their respective roles, is attached at **Appendix A**.
- 2.6 All relevant businesses on the Longhill Industrial Estate received a letter informing them of the initiative. The letter also reminded businesses of their legal obligation to handle wastes in an appropriate manner, and of the consequences of failing to do so.
- 2.7 A copy of the letter sent to the businesses on Longhill Industrial Estate is attached at **Appendix B**.
- 2.8 As part of the initiative, the local community was encouraged to be vigilant and report any incidents of burning, however small, to the Fire Brigade.
- 2.9 A copy of the letter circulated to local residents is attached at **Appendix C**.
- 2.10 Following their demand for decisive action against deliberate fire setting, local Council Members were informed of the initiative.
- 2.11 A copy of the letter sent to Members is attached at **Appendix D**.

3. OUTCOMES

- 3.1 The initial impact of businesses being issued with warning letters at **Appendix B** was encouraging; however, it became evident that some businesses were ignoring the letters and illegal burning activities continued at these establishments.
- 3.2 Subsequent strong action by the 'multi-agency' team resulted in positive outcomes, with one persistent offender being prosecuted and fined a total of £25,000; it was also discovered that the company did not have a licence to operate a waste management site. A further prosecution is pending with another company that persistently flouts the law in respect of deliberate fire setting.
- 3.3 This strong multi-agency approach has had a significant positive impact on the problems of deliberate fire setting on the Longhill Industrial Estate. Indeed statistics produced by the Fire Brigade show a reduction of 52.3% over the last year, with incidents reducing from 44 in 2007 to 21 in 2008. Further reductions are anticipated as a result of continued close monitoring by the multi-agency team.

3.4 A copy of the Fire Brigades analysis is attached at **Appendix E**.

4. SECTION 17 CRIME & DISORDER ACT 1998

4.1 Illegal burning is not only hazardous and harmful to the environment, but it also creates a perception of crime and disorder. In turn, this contributes significantly towards the social decline of surrounding communities.

4.2 In view of the above, it is essential for the Council to have an effective means of curtailing the activities of businesses committing crimes against the environment.

5. SUMMARY

5.1 The success of this initiative is testament to the effectiveness of 'partnership working'. Historically, deliberate fire setting on the Longhill Industrial Estate has not only been harmful to the environment, but it has also impacted upon the quality of life for people living in surrounding areas.

5.2 The multi-agency team will continue to monitor deliberate fire setting on the Longhill Industrial Estate and will not hesitate to prosecute or take enforcement action where it is justified.

5.3 The initiative will now be rolled out to other areas of the town with similar 'deliberate fire setting' problems.

5.4 In light of the success of this initiative, the Environment Agency has expressed a desire to use this model in tackling similar problems in neighbouring local authority areas.

6. RECOMMENDATIONS

6.1 That the Portfolio Holder notes the success of this initiative and the benefits to the local community and the environment.

7. CONTACT OFFICER

Craig Thelwell
Neighbourhood Action Manager - Neighbourhood Service Department
1 Church Street

Tel: 01429 523370.

E mail: craig.thelwell@hartlepool.gov.uk

Appendix A

Strategy

Longhill & Sandgate Industrial Estates Illegal Burning of Materials

1. **Partners/Agencies:**

Cleveland Fire Brigade
Cleveland Police
Neighbourhood Action Team (HBC)
Environmental Standards (HBC)
Development Control (HBC)
Economic Development/NDC
Environment Agency

2. **Action/Sequence:**

- a) Call received and logged by the Fire Brigade. (from proprietor or other e.g. member of public)
- b) Extinguish fire and compile notes from incident and take photographs of the site including any damaged fencing. (Proforma to be devised)
- c) Fire Brigade to inform Neighbourhood Action Team the next working day.
- d) Neighbourhood Action Team to coordinate multi-agency response immediately and organise a site visit.
- e) Synchronised multi agency response within 5 working days of incident.

3. **Respective actions during multi-agency site visit:**

Fire Brigade

- Fire Brigade to attend subsequent site visit with each or all of the following agencies to express concern and confirm details of fire incident via proforma/photographs and refute claims by proprietor where relevant.

Cleveland Police

- Attend subsequent site visit with each or all of the following agencies as support. (very important, as in our experience proprietors can turn nasty in these circumstances)

Neighbourhood Action Team (HBC)

- Visit site with reference to fire incident.
- Inform proprietor of obligation under Section 34 of EPA ie requirement to ensure compound is secure.
- Survey area of breach and instruct proprietor to repair and/or provide improved barrier.

- Threaten prosecution if relevant.
- Invoke prosecution.

Environmental Standards (HBC)

- Visit site with reference to fire incident.
- Inform of Section 79 of EPA.
- Inform of Clean Air Act 1993.
- Survey area of breach and instruct proprietor to repair and/or provide improved barrier if relevant.
- Threaten enforcement action if relevant.
- Invoke enforcement action.

Development Control (HBC)

- Visit site with reference to the fire incident.
- Check for any breach of planning consents.
- Threaten enforcement action if relevant.
- Invoke enforcement action.

Economic Development/NDC

- Visit site with reference to fire incident.
- Provide advice on site security and available grants to improve site security if relevant.

Environment Agency

- Visit site with reference to fire incident.
- Use opportunity to ensure compliance with:
 - EPA section 34.
 - EPA section 79.
- Check licenses for types of waste(s) being treated and/or stored at the site.
- Check that all facilities meet the requirements for treating waste(s) treated and stored at the site.
- Threaten enforcement action if relevant.
- Invoke enforcement action.

Appendix B

IMPORTANT - THIS CONCERNS YOUR PROPERTY

Dear

In recent months, Hartlepool Borough Council has become aware of an increase in the number of fires on the Longhill and Sandgate Industrial Estates, many of which may have been started deliberately.

Such fires have a detrimental effect on the health and amenity of the local area, and have harmful consequences for the environment as a whole. It is therefore the intention of Hartlepool Borough Council to increase surveillance in these areas in order to reduce the number of such incidents. Concentrated operations will involve various sections of Hartlepool Borough Council working in close partnership with the Police, Fire Brigade and the Environment Agency. The Council and Agencies will not hesitate to prosecute or take enforcement action where it is justified.

Under the Environmental Protection Act (EPA) 1990, section 34 (Duty of Care), you are reminded of your legal obligation to ensure your premises are adequately protected against intruders, who may be intent on starting fires or indeed carrying out other illegal activities.

It is no defence in a court of law if, for example, your perimeter fence provides inadequate protection to your premises, and in view of this, I would strongly recommend you make every effort to ensure your facilities are properly secured.

Security grants may be available from Hartlepool Borough Council, and further details are available from Maurice Brazell who can be contacted on Hartlepool 523511.

Appendix C

IMPORTANT - THIS AFFECTS YOUR COMMUNITY

Dear Resident Representative,

In recent months, Hartlepool Borough Council has become aware of an increase in the number of fires on the Longhill and Sandgate Industrial Estates, many of which may have been started deliberately.

Such fires have a detrimental effect on the health and amenity of the local area, and have harmful consequences for the environment as a whole. It is therefore the intention of Hartlepool Borough Council to increase surveillance in these areas in order to reduce the number of such incidents. Concentrated operations will involve various sections of Hartlepool Borough Council working in close partnership with the Police, Fire Brigade and the Environment Agency. The Council and Agencies will not hesitate to prosecute or take enforcement action where it is justified.

To assist us in tackling any illegal activities, we require the help of the local community and I should be grateful therefore if you would encourage members of the public to report **all** instances of burning, however small, to the local fire brigade. This will enable us to carry out our investigations in a more structured manner, and possibly prevent future occurrences.

I feel sure this course of action will please local residents, who frequently express concern for this continuing nuisance at local resident groups, and through elected members of the Council.

I therefore thank you in anticipation of your help and cooperation over the coming weeks when hopefully we can provide a safer and cleaner environment for the people in your community.

Appendix D

Dear Councillor,

You may be aware of Hartlepool Borough Council's intention to address the continuing nuisance of illegal burning on the Longhill and Sandgate Industrial Estates, and I write to inform you that a strategy has now been put together, which involves a number of agencies.

I enclose for your information a copy of the agreed strategy, which I feel sure will be effective in curtailing these illegal activities. It should also please local residents who have persistently requested action to combat the nuisance.

At the various meetings held between participating agencies, the involvement of local residents was considered fundamental to the success of the scheme, as all incidents of burning need to be passed to the Fire Brigade in order to trigger the multi-agency response. Clearly, reports from the public will assist that process and accordingly I have written to all local resident representatives in the area to ask of their assistance. A copy of this letter is enclosed for your information.

Hopefully, we now have something tangible in place that will convince residents in your area that Hartlepool Borough Council is taking their concerns seriously, and that it will not tolerate such anti-social behaviour. If, however, you feel there is any more we can do at this stage, or you have any queries regarding this strategy, please do not hesitate to contact me.

Appendix E

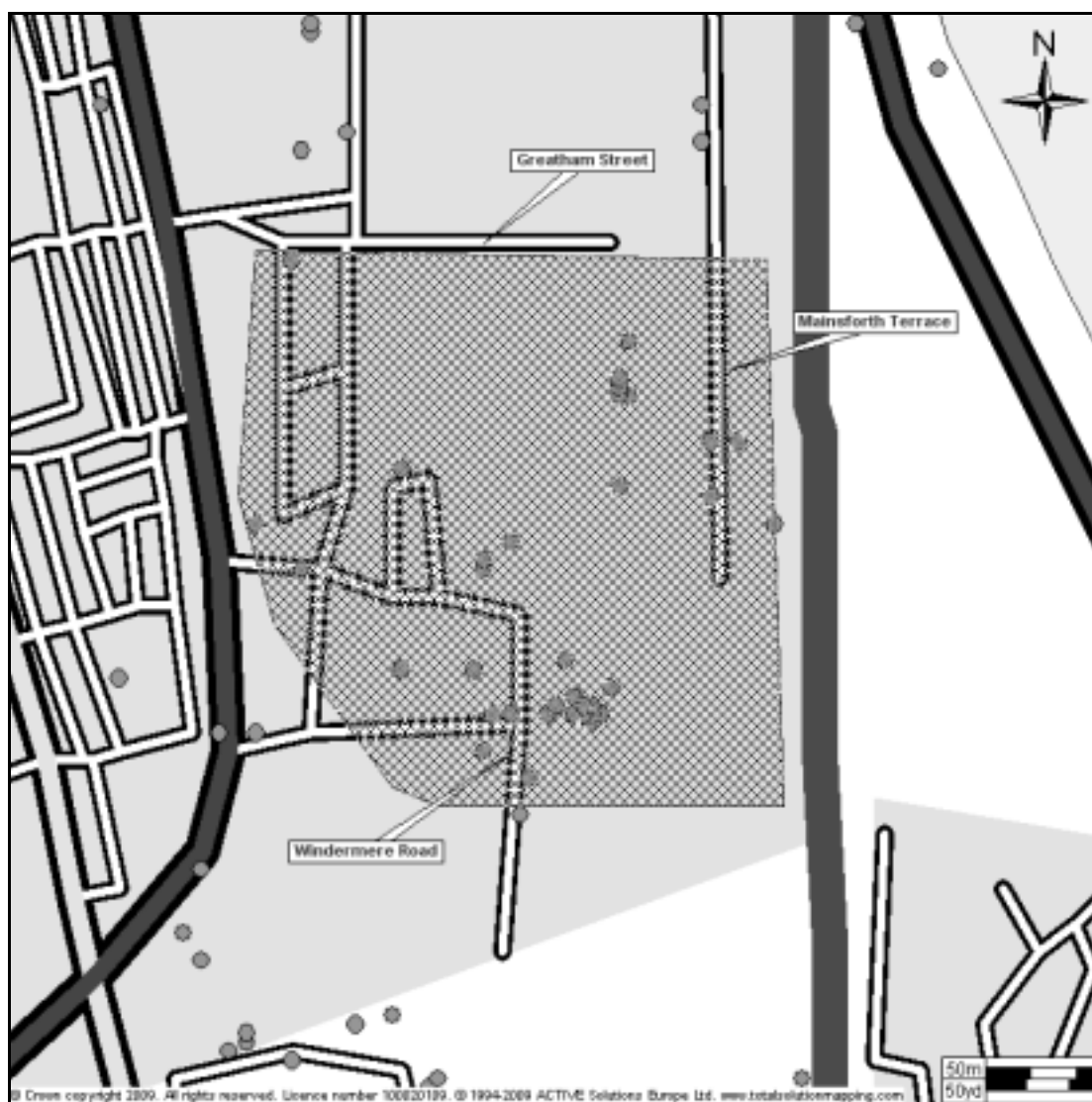
Longhill Industrial Estate

Deliberate Fire Analysis

There has been a 52.3% reduction in deliberate fires on the Longhill Industrial Estate between 2007 and 2008, with incidents reducing to **21** in 2008 from **44** in 2007.

In the 2007 calendar year, there were 44 deliberate fires on the Longhill Industrial Estate. x38 Refuse – Non Specific, x4 Skip on Private Property, x1 Tyres, Skip on Commercial Property.

The grid on the map below shows the locations of the incidents.

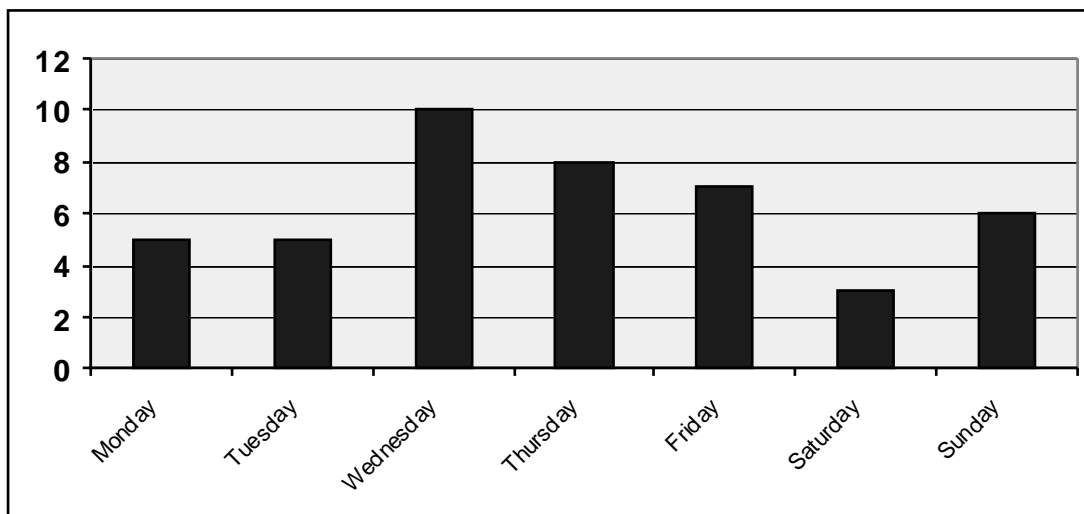


The following table gives details of each incident.

Date	Time	Location	Ward	Main Type	Sub Type
01/01/07	18:12:33	MAINSFORTH TCE HPOOL	Foggy Furze	F3	Refuse - Non Specific
07/01/07	21:20:57	WINDERMERE RD BELLE VUE HPOOL WARDS SKIP HIRE	Foggy Furze	F3	Refuse - Non Specific
07/01/07	16:35:26	EMR SCRAPYARD THOMLINSON RD BELLE VUE HPOOL	Foggy Furze	F3	Refuse - Non Specific
28/01/07	17:59:14	MAINSFORTH TCE HPOOL	Foggy Furze	F3	Refuse - Non Specific
08/02/07	19:31:00	WINDERMERE RD BELLE VUE HPOOL NEXT TO SWS	Rossmere	F3	Refuse - Non Specific
16/02/07	21:02:42	CRS WINDERMERE RD HPOOL	Foggy Furze	F3	Refuse - Non Specific
14/03/07	19:24:04	MAINSFORTH TCE HPOOL REAR EMR SCRAPYARD	Foggy Furze	F3	Refuse - Non Specific
19/03/07	00:09:30	THOMLINSON RD BELLE VUE HPOOL	Foggy Furze	F3	Refuse - Non Specific
27/03/07	20:59:48	WINDERMERE RD EAST HPOOL	Foggy Furze	F3	Refuse - Non Specific
30/03/07	16:45:18	MAINSFORTH TCE SANDGATE IND EST HPOOL M & G FUELS	Foggy Furze	F3	Refuse - Non Specific
03/04/07	20:16:09	OFF SARAH ST BELLE VUE HPOOL IN THE CORNER	Foggy Furze	F3	Refuse - Non Specific
11/04/07	22:12:33	WINDERMERE RD BELLE VUE HPOOL CRS*RECYLING	Foggy Furze	F3	Refuse - Non Specific
19/04/07	18:20:55	WARDS WINDERMERE RD BELLE VUE HPOOL	Foggy Furze	F3	Refuse - Non Specific
26/04/07	19:17:42	WINDERMERE RD BELLE VUE HPOOL	Foggy Furze	F3	Refuse - Non Specific
09/05/07	20:29:28	THOMLINSON RD BELLE VUE HPOOL	Foggy Furze	F3	Refuse - Non Specific
25/05/07	21:59:20	COMPOUND NR SWS WINDERMERE RD BELLE VUE HPOOL	Foggy Furze	F3	Refuse - Non Specific
02/06/07	23:36:53	SWS WINDERMERE RD BELLE VUE HPOOL	Foggy Furze	F3	Refuse - Non Specific
06/06/07	00:19:14	CRS NEXT TO SWS WINDERMERE RD BELLE VUE HPOOL	Foggy Furze	F3	Refuse - Non Specific
13/06/07	06:46:41	LONGHILL IND EST HPOOL WINDERMERE RD	Foggy Furze	F3	Refuse - Non Specific
28/06/07	18:29:33	LONGHILL IND EST HPOOL	Foggy Furze	F3	Refuse - Non Specific
30/06/07	17:35:42	LONGHILL IND EST HPOOL CRS SKIPS	Foggy Furze	F3	Skip on Private Property
03/07/07	08:57:04	ULLSWATER RD BELLE VUE HPOOL ROBINSONS	Foggy Furze	F3	Refuse - Non Specific
08/07/07	18:54:21	THOMLINSON RD BELLE VUE HPOOL CRS	Foggy Furze	F3	Skip on Private Property
19/07/07	18:49:50	LONGHILL IND EST HPOOL IAN RUMBLE YARD	Foggy Furze	F3	Refuse - Non Specific

25/07/07	20:11:09	WINDERMERE RD BELLE VUE HPOOL CRS	Foggy Furze	F3	Refuse - Non Specific
26/07/07	19:08:10	WINDERMERE RD BELLE VUE HPOOL CRS RECYCLING	Foggy Furze	F3	Refuse - Non Specific
02/08/07	00:38:26	SWS WINDERMERE RD BELLE VUE HPOOL	Foggy Furze	F3	Refuse - Non Specific
02/08/07	16:05:07	GREATHAM ST BELLE VUE HPOOL	Foggy Furze	F3	Refuse - Non Specific
08/08/07	18:38:41	LONGHILL IND EST HPOOL CRS LONGHILL IND	Foggy Furze	F3	Refuse - Non Specific
10/08/07	17:13:57	LONGHILL IND EST HPOOL CRS SKIP HIRE	Foggy Furze	F3	Skip on Private Property
11/08/07	13:56:38	THOMLINSON RD BELLE VUE HPOOL SRS	Foggy Furze	F3	Refuse - Non Specific
15/08/07	18:27:47	THOMLINSON RD BELLE VUE HPOOL	Foggy Furze	F3	Refuse - Non Specific
20/08/07	17:19:43	LONGHILL IND EST*	Foggy Furze	F3	Skip on Private Property
21/08/07	11:45:00	LONGHILL IND EST HPOOL CRS	Foggy Furze	F3	Refuse - Non Specific
26/08/07	06:11:06	SWS WINDERMERE RD BELLE VUE LONGHILL IND EST HPOOL	Foggy Furze	F3	Refuse - Non Specific
07/09/07	17:58:40	LONGHILL IND EST HPOOL CRS SKIPS	Foggy Furze	F3	Refuse - Non Specific
12/09/07	12:45:08	THOMLINSON RD BELLE VUE HPOOL	Foggy Furze	F3	Refuse - Non Specific
16/09/07	14:51:48	LONGHILL IND EST HPOOL	Foggy Furze	F3	Skip on Commercial Property
05/10/07	12:13:16	SANDGATE IND EST HPOOL	Foggy Furze	F3	Refuse - Non Specific
12/10/07	00:22:28	THOMLINSON RD BELLE VUE HPOOL BEHIND TYRE TOOLS	Foggy Furze	F3	Tyres
16/10/07	19:42:40	BOTTOM BURN RD HPOOL TOFTS FARM IND EST	Foggy Furze	F3	Refuse - Non Specific
05/11/07	20:50:44	LONGHILL IND EST HPOOL	Foggy Furze	F3	Refuse - Non Specific
19/11/07	16:18:47	MAINSFORTH TCE HPOOL	Foggy Furze	F3	Refuse - Non Specific
19/12/07	19:48:53	MAINSFORTH TCE HPOOL	Foggy Furze	F3	Refuse - Non Specific

Core Days



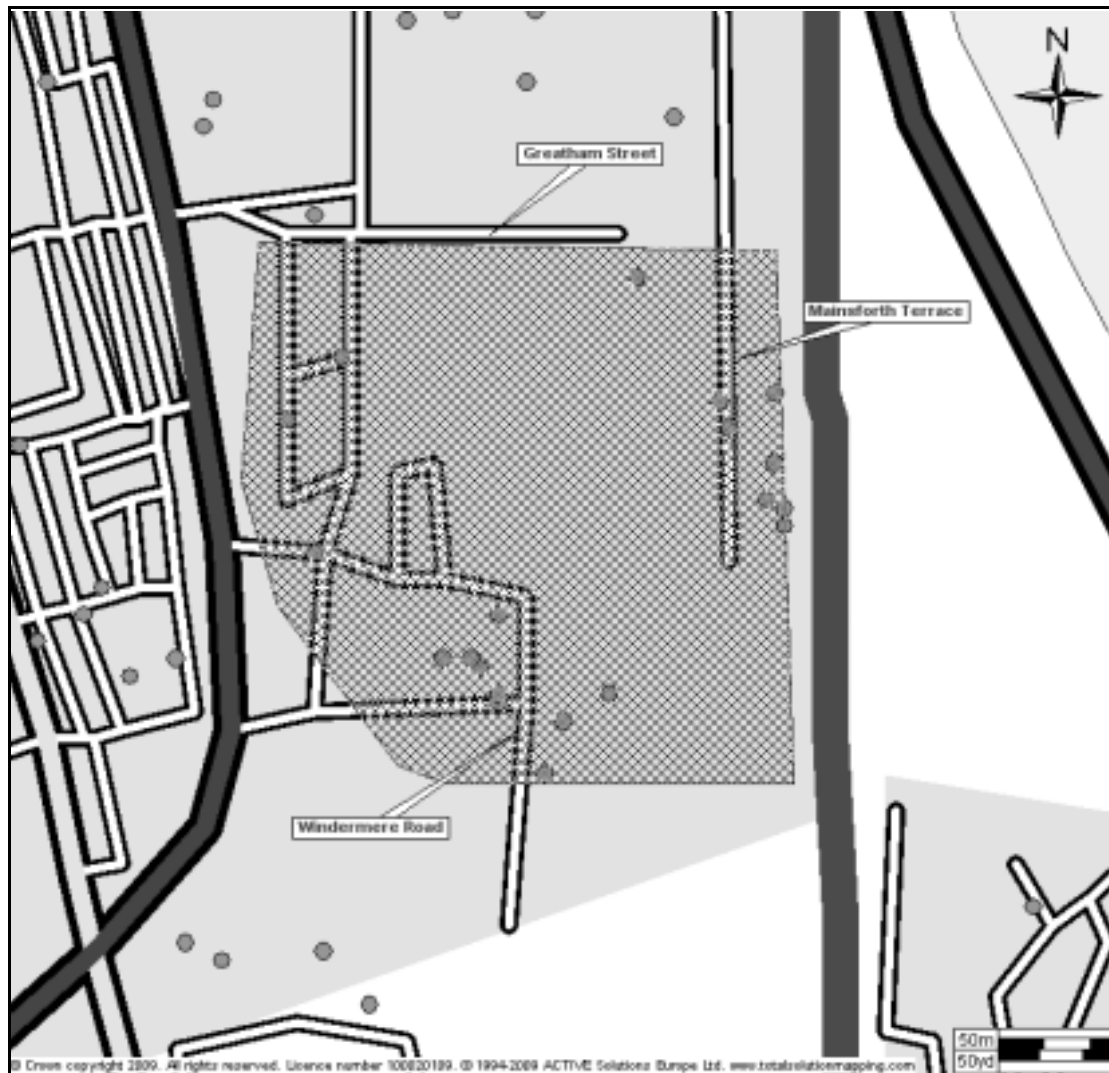
As the chart highlights, incidents peaked on Wednesdays with 10 (22.7%) incidents.

Core Times

1700-2059 saw 23 (52.3%) incidents.

In the 2008 calendar year, there were 21 deliberate fires on the Longhill Industrial Estate. x9 Refuse – Non Specific, x3 Tyres, x2 Skip on Commercial Property, x1 Cable, Refuse Container – Commercial, Skip on Private Property, Bonfire, Vehicle, Fence, Scrap Yard.

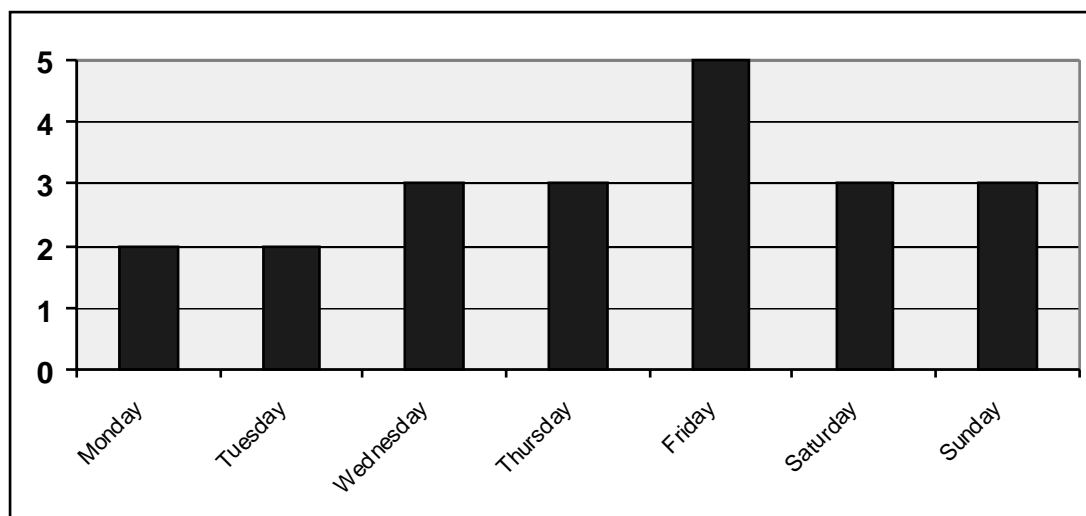
The grid on the map below shows the locations of the incidents.



The following table gives details of each incident.

Date	Time	Location	Ward	Main Type	Sub Type
03/05/08	09:09:32	SEATON LANE HPOOL REAR STATION PUB	Foggy Furze	F3	Cable
22/07/08	00:48:35	WARDS WINDERMERE RD BELLE VUE HPOOL LONGHILL IND EST HPOOL	Foggy Furze	F3	Tyres
27/11/08	17:16:35	LONGHILL IND EST HPOOL NEXT TO ERICA WARDS YARD	Foggy Furze	F3	Refuse - Non Specific
01/02/08	21:25:31	LONGHILL IND EST HPOOL L	Foggy Furze	F3	Refuse - Non Specific
21/11/08	17:48:40	NR TO DRAINAGE SYSTEMS ltd WINDERMERE RD BELLE VUE	Foggy Furze	F3	Refuse - Non Specific
21/11/08	19:08:04	WINDERMERE RD BELLE VUE HPOOL	Foggy Furze	F3	Refuse - Non Specific
04/03/08	20:10:23	WARDS WINDERMERE RD BELLE VUE HPOOL	Foggy Furze	F3	Skip on Commercial Property
23/03/08	05:54:17	LONGHILL IND EST HPOOL	Foggy Furze	F3	Refuse - Non Specific
01/05/08	22:04:36	NEXT TO WARDS WINDERMERE RD BELLE VUE HPOOL THOMLINSON RD BE	Foggy Furze	F3	Tyres
27/03/08	20:37:25	WARDS WINDERMERE RD BELLE VUE HPOOL	Foggy Furze	F3	Tyres
27/10/08	05:43:23	THOMLINSON RD BELLE VUE HPOOL	Foggy Furze	F3	Refuse - Non Specific
20/04/08	12:30:18	THOMLINSON RD BELLE VUE HPOOL	Foggy Furze	F3	Refuse Container - Commercial
20/02/08	18:44:34	MP ALLEN MAINSFORTH TCE BELLE VUE HPOOL	Foggy Furze	F3	Skip on Private Property
18/04/08	09:21:33	MAINSFORTH TCE HPOOL	Foggy Furze	F3	Bonfire
15/11/08	17:25:33	MP ALLEN MAINSFORTH TCE BELLE VUE HPOOL	Foggy Furze	F3	Refuse - Non Specific
05/11/08	22:08:43	MAINSFORTH TCE HPOOL	Foggy Furze	F3	Refuse - Non Specific
10/09/08	00:42:22	LADYSMITH ST BELLE VUE HPOOL	Foggy Furze	F1	Vehicle
11/01/08	16:41:23	SANDGATE IND EST, HPOOL	Foggy Furze	F3	Refuse - Non Specific
07/06/08	14:26:37	MP ALLEN MAINSFORTH TCE BELLE VUE HPOOL	Foggy Furze	F3	Skip on Commercial Property
16/11/08	19:48:40	CASEBOURNE RD BELLE VUE HPOOL	Foggy Furze	F3	Fence
07/01/08	19:20:15	REAR EXPANDED METALS MAINSFORTH TCE HPOOL	Foggy Furze	F1	Scrap Yard

Core Days



As the chart highlights, incidents peaked on Fridays with 5 (23.8%) incidents.

Core Times

1700-2059 saw 9 (42.9%) incidents.

**NEIGHBOURHOODS AND COMMUNITIES
PORTFOLIO**

Report To Portfolio Holder
31 March 2009



Report of: Director of Regeneration and Planning Services

Subject: REGENERATION AND PLANNING SERVICES
DEPARTMENTAL PLAN 2008/09 – QUARTER 3
MONITORING REPORT

SUMMARY

1.0 PURPOSE OF REPORT

To inform Portfolio Holder of the progress made against Regeneration and Planning Services Departmental Plan 2008/09 in the third quarter of the year.

2.0 SUMMARY OF CONTENTS

The report describes the progress against actions contained in the Departmental Plan and the third quarter outturn of key performance indicators.

3.0 RELEVANCE TO PORTFOLIO MEMBER

The Portfolio Holder has responsibility for performance management issues in relation to the housing functions within the Regeneration and Planning Services Departmental Plan.

4.0 TYPE OF DECISION

Non key.

5.0 DECISION MAKING ROUTE

Portfolio Holder.

6.0 DECISION(S) REQUIRED

Progress against actions and indicators is noted.

Report of: Director of Regeneration and Planning Services

Subject: REGENERATION AND PLANNING SERVICES
DEPARTMENTAL PLAN 2008/09 – QUARTER 3
MONITORING REPORT

1. PURPOSE OF REPORT

- 1.1 To inform the Portfolio Holder of the progress made against the key actions identified in the Regeneration and Planning Departmental Plan 2008/09 and the progress of relevant performance indicators for the period up to 31 December 2008.

2. BACKGROUND

- 2.1 The Portfolio Holder for Neighbourhoods and Communities has responsibility for Housing Services within the Regeneration and Planning Departmental Plan.
- 2.2 The Regeneration and Planning Departmental Plan 2008/09 sets out the key tasks and issues along with an Action Plan to show what is to be achieved by the department in the coming year.
- 2.3 The Council's Covalent performance management database is used for collecting and analysing performance in relation to both the Corporate Plan and the five Departmental Plans.
- 2.4 Where appropriate more detailed service plans are also produced detailing how each individual section contributes to the key tasks and priorities contained within the Regeneration and Planning Departmental Plan and ultimately those of the Corporate Plan. These plans are managed within the department.

3. THIRD QUARTER PERFORMANCE

- 3.1 This section looks in detail at how Regeneration and Planning Services has performed in relation to the key actions and performance indicators that were included within the Departmental Plan for 2008/09.
- 3.2 On a quarterly basis, officers from across the department are asked, via the Covalent Performance Management database, to provide an

update on progress against every action contained in the performance plan and where appropriate, every performance indicator.

- 3.3 Officers are asked to provide a short commentary explaining progress made to date and asked to 'traffic light' each section based on whether or not the action will be, or has been, completed by the target date set out in the plans. The traffic light system is:-

RED	Action / PI not expected to meet target
AMBER	Action / PI expected to meet target
GREEN	Action / PI target achieved

- 3.4 Within the Regeneration and Planning Services Departmental Plan, there are a total of 18 actions and 14 performance indicators assigned to this portfolio.
- 3.5 Table 1 below summarises the progress made as at 31 December 2008 towards achieving these actions and performance indicators:-

Table 1 – Regeneration and Planning progress summary

	Departmental Plan	
	Actions	PIs
Green	8 (44.4%)	3 (21.4%)
Amber	9 (50.0%)	6 (42.9%)
Red	1 (5.6%)	0 (0.0%)
Annual	0 (0.0%)	5 (35.7%)
Total	18	14

- 3.6 It can be seen from Table 1 that there is one action which is now not expected to be achieved by the milestone date originally set in the departmental plan. Details of this action are shown in Table 2 below.

Table 2 – Action not expected to be achieved by original milestone date

Ref	Action	Milestone	Comment
HSG A03-1	Implementation of Choice Based Lettings	31/03/2009	The 'User Acceptance Testing' of the IT package for CBL is currently taking place and this should enable the software to be made available to us on 31.3.09. Following this all applicant data will be transferred onto the system and all applicants written to explaining their new band position. 'Go Live' is now expected during June, slightly later than originally anticipated, with the first bidding cycle for properties to be advertised shortly after that.

- 3.7 Eight actions are already completed and nine are currently rated as 'Amber' and therefore expected to meet the target date set. These nine actions are analysed further in Table 3 below. It can be seen that no action is less than 65% complete at this stage, indicating that the required progress is being made in these outstanding tasks.

Table 3 – Progress on 'Amber' rated actions

Action less than 65% complete	0
Action 65-75% complete	5
Action more than 75% complete	4
Total	9

- 3.8 The service can also report the following achievements for information.
- Continued close working with RSLs has contributed to the provision of 78 units of affordable housing so far during 2008/09.
 - DCLG approval for the Selective Licensing scheme was received in December 2008.
 - 100% of cases referred to the Tenancy Relations Officer have been satisfactory resolved without the need for legal action exceeding the 80% target set.

4. RECOMMENDATION

- 4.1 That the progress against key actions and indicators in the third quarter of the year is noted.