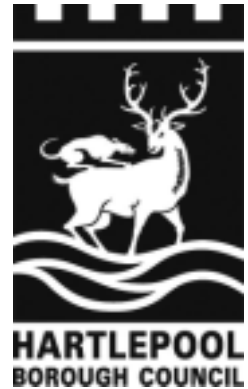


FINANCE AND EFFICIENCY PORTFOLIO DECISION SCHEDULE



Monday, 27 April 2009

at 11.00 am

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

Councillor Payne, Cabinet Member responsible for Finance and Efficiency will consider the following items.

1. KEY DECISIONS

No items

2. OTHER ITEMS REQUIRING DECISION

- 2.1 Asset Management Programme 2009/2010 - *Head of Procurement, Public Protection and Property Services*
- 2.2 Proposed Relocation Of The Anti-Social Behaviour Unit From 73 Jutland Road To Avenue Road Police Station And The Consequent Vacation Of 65 Jutland Road – *Head of Procurement, Public Protection and Property Services*
- 2.3 Seaton Carew Regeneration Feasibility Framework - *Head of Procurement, Property and Public Protection and Head of Regeneration*

3. ITEMS FOR INFORMATION

- 3.1 European Union Directive On The Energy Performance Of Buildings (2002/91/EC) And Proposed Revisions To The Requirement To Display Energy Performance Certificates - *Head of Procurement, Public Protection and Property Services*
- 3.2 Review Of Arrangements For Efficiencies From Smarter Procurement In Local Government – *Head of Procurement, Public Protection and Property Services*

4. REPORTS FROM OVERVIEW OF SCRUTINY FORUMS

No items

FINANCE AND EFFICIENCY PORTFOLIO

Report To Portfolio Holder

27 April 2009



Report of: Head of Procurement, Public Protection and Property Services

Subject: ASSET MANAGEMENT PROGRAMME
2009/2010

SUMMARY

1. PURPOSE OF REPORT

To provide a position statement on the management of the Council's land and property assets, to outline plans for 2009/2010 and to seek approval to the proposed property maintenance and access improvements programmes for 2009/2010.

2. SUMMARY OF CONTENTS

Progress to date on key topics and developments. Details of proposals for Corporate Planned Maintenance and Access Works for 2009/2010.

3. RELEVANCE TO PORTFOLIO MEMBER

Asset Management is key to the effective use of Council's property resources.

4. TYPE OF DECISION

Non-key.

5. DECISION MAKING ROUTE

Finance and Efficiency Portfolio Holder.

6. DECISION(S) REQUIRED

6.1 That the Portfolio Holder:-

- Notes the progress being made on the delivery of the Asset Management Plan including the approach to Property Performance Indicators.
- Notes the Planned Maintenance Programme (Capital and Revenue)
- Notes the continued approach to the removal of Barriers to Access at Buildings Open to the Public.
- Authorises the Head of Procurement, Public Protection and Property Services to apply flexibility in the order and value and proportions of works executed to ensure maximised benefits from the budgets available with minimised service disruption.
- Receives reports for approval on any major departures from the programme that may be required.

Report of: Head of Procurement, Public Protection and Property Services

Subject: ASSET MANAGEMENT PROGRAMME
2009/2010

1. PURPOSE OF REPORT

- 1.1 To provide a position statement on the management of the Council's land and property assets, to outline plans for 2009/2010 and to seek approval to the proposed property maintenance and access improvements programmes for 2009/2010.

2. BACKGROUND

- 2.1 The 2009 to 2012 Capital Strategy and Asset Management Plan was considered and endorsed by Cabinet on 24th March 2009.

- 2.2 The authority has adopted an overall aim in respect of its property:

- To optimise the utilisation of assets in terms of service benefits, accessibility and financial return.

- 2.3 Flowing from this aim and developed from the key themes identified in the Corporate Plan, the authority has established five corporate property objectives, together with strategies to achieve these objectives:

- Contribute to achieving the Council's core objectives
- Ensure property solutions appropriate to service needs.
- Maximise financial return from property.
- Minimise cost in use of property.
- Enhance quality, sustainability and accessibility.

- 2.4 Asset Management therefore has an important role to play in achieving the Council's and the Community Strategy objectives:-

- Better public services through better assets – the right assets in the right place can make the difference.
- Sustainable Communities – the contribution of land and property to regeneration.

- Property and investment planning is a key part of the Council's overall budget framework – contributing to the efficiency strategy and effective use of resources.
- Sharing public sector property assets – in the future integration and alignment of services.

2.5 **Strategic Capital Resource and Asset Programme Team**

- 2.5.1 The Strategic Capital Resource and Asset Team, which comprises officers at Assistant Director level of all Departments, including Finance, and is chaired by the Director of Neighbourhood Services, meets monthly and acts as the steering group that formulates, monitors, reviews the Capital Programme.
- 2.5.2 The Team has developed and implemented a set of Criteria for the Prioritisation of Capital bids. The criteria are now embedded as a routine part of the assessment process.
- 2.5.3 The team provides the focus for long term planning and strategy for our assets to ensure the needs of services are integrated into an efficient and effective approach.

2.6 **Corporate Asset Management Group**

- 2.6.1 The Group, comprising officers at senior level covering capital and asset management streams, has been set up to support the work of the Strategic Capital Resource and Asset Team on a day to day basis within Service Departments but with a Corporate focus..
- 2.6.2 The remit of the Group will include:
- Operational management issues
 - Preparation of option appraisals
 - Delivery of AMP/Capital Strategy priorities.

2.7 **Departmental Service Asset Management Plans**

- 2.7.1 Departmental Service Asset Management Planning is being embedded with the corporate initiative being included in the Service Planning process
- 2.7.2 Awareness has been raised across the Council of the significance of Asset Management. The inclusion of Asset Management within the Accommodation Module of the Be the Difference Leadership and Management Development Training Program has given the opportunity to reach a wide audience of existing and potential senior managers.
- 2.7.3 The current method of Suitability Assessment of Service Property is being reviewed as a precursor to the updating of those surveys currently held, which were compiled some 3 years ago.

2.8 Performance Measures

- 2.8.1 Through effective performance management within the Asset Management Planning process, the Council is able to measure how the performance of its property assets supports service delivery and the achievement of its corporate aims and objectives.
- 2.8.2 A substantial amount of property data is held and managed to inform the service delivery and business planning processes.
- 2.8.3 Property Performance Indicators relating to the Council's Asset Management Performance are reported in the Asset Management Plan and Service Plans.
- 2.8.4 The suite of indicators is made up of national and local indicators.
- 2.8.5 National indicators have been collected in accordance with the National Property Performance Management Initiative (NaPPMI) and all indicators are capable of comparison on a national basis through membership of the Institute of Public Finance (IPF). New indicators published by the Public Audit Offices will be developed over 2008/09.

2.9 National Indicators

- Property Condition and Required Maintenance
- Environmental Property Issues
- Building Accessibility Surveys and Access Plans

2.10 Local Indicators

- Suitability Surveys
- Sufficiency (Capacity and Utilisation of Office Portfolio)
- Property Spend
- Cost and Time particularly for project work

2.11 Accessibility

- 2.11.1 Best Value Performance Indicator 156 has been the measure of accessibility in previous years (measures the percentage of buildings open to the public classified as being accessible). The indicator is not one of the new "198 National Indicators", but accessibility will continue to be measured via one of the new Public Audit Office Indicators.
- 2.11.2 2008/2009 saw the completion of a further phase of this programme combined with works to remove the shortcomings at identified buildings.
- 2.11.3 In addition Capital Funding has been secured to undertake major improvements to the Disabled Toilet provision and the concourse and access ramp at the Civic Centre.

- 2.11.4 The Council's percentage of buildings being classified as fully accessible using this indicator is currently assessed as 38%, however a number of properties are awaiting resurvey following improvement works and should the pass as anticipated there is a reasonable expectation of being able to reach 46% within another 2 years if the current levels of investment and improvement are continued.
- 2.11.5 At that point improvements in performance of the existing building stock will be more difficult to achieve due to the relative date of construction.
- 2.11.6 Compliance with this indicator requires certification in accordance with Approved Document Part M of the Building Regulations 1991 and BS8300. The majority of the Council's building stock was constructed before that time and is not easily or economically altered retrospectively.

2.12 Barriers to Building Access Removal Programme

- 2.12.1 This programme has been on going since 2001 and up until 2007/08 a budget totalling £350,000 has been provided and properties across the portfolio have benefited from schemes including the provision of level access and accessible toilets.
- 2.12.2 In 2007/08 works were completed at
- Jutland Road Community Centre
 - Lynn Street Vehicle Testing Centre
 - Burbank community Centre
 - Headland Branch Library
 - Civic Centre (automation of internal doors)
- 2.12.3 In 2008/2009 works were completed at
- Mill House Leisure Centre – External main entrance doors
 - Various buildings – Induction loops
 - Hartlepool Maritime experience – Improvements to entrance way
 - Civic Centre – North Entrance doors
- 2.12.4 The Council's Medium Term financial Strategy 2008/09 to 2010/11 confirmed that an annual allowance of £50,000 would be available for the next 3 years.
- 2.12.5 The proposed programme of works for **2009/2010** is as follows:-

Property	Scheme	Budget
Various Community Centres	Induction Loops	9k
Various Community Buildings	Disabled Parking Bays	5k
Various Community	Paving's /dropped kerbs	6k

Property	Scheme	Budget
Buildings		
Drugs Rehabilitation Centre	Minor shortcomings	5k
Central Library	Various shortcomings	23k
Ward Jackson Park visitors centre	Minor shortcomings	2k

2.12.6 In terms of current priorities it is proposed that the following schemes are considered for inclusion in years 2010/11

- Lynn Street Depot Ramp and entrance doors
- Brinkburn Sports Hall Accessible Changing Facility
- Aneurin Bevan House New Entrance Doors
- Leadbitter Buildings External works, main entrance, internal corridors

2.12.7 Schemes will need to be considered in more detail with respect to the Council's future Accommodation Strategy and Business Transformation Programme at the appropriate times. It is hoped that Service Departments may offer to contribute to the funding of some of these works and therefore there will need to be some flexibility in the proposed expenditure on individual schemes and the ability to move from year to year to suit Service Department requirements so that front line services are not disrupted.

2.12.8 The schemes are scheduled in order of increasing expenditure and that even with some Service Department contributions; it is unlikely that it will be possible to complete all works from within the budget available.

2.12.9 The programme for the Removal of Major Barriers has been prioritised using a number of factors:-

- Disability Equality
- Disability Rights Commission Survey
- Access Audits
- Suitability Surveys
- Characteristics of site

2.12.10 From existing data the Council has identified the following to be the areas of highest priority:-

- Stepped main access to buildings
- Lack of accessible toilets
- Uneven internal levels
- Provision of lift access to first floor
- Provision of aids to communication (i.e. Induction Loop Systems)
- Internal corridors/doors

- 2.12.11 The Council conducted a Viewpoint 1000 survey in April 2000 upon Access for the Disabled in which the views of both disabled and able-bodied people on access to public buildings used by the general public were sought. The results indicated that the buildings where the respondents felt that access could be most improved were:-
- Civic Centre
 - Local Housing Offices
 - Central Library
 - Municipal Buildings
 - Borough Buildings
 - Mill House Leisure Centre
- 2.12.12 The survey also indicated that the most improvement to make access for the disabled easier could be made at :
- Council Offices
 - Leisure facilities
 - Tourist Attractions
 - Libraries.
- 2.12.13 Representatives of Hartlepool Access Group indicated that priority should be given, in the first instance to buildings that the public had no option but to attend to obtain services. These factors inform the prioritisation process. A close working relationship has been made with the Hartlepool Access Group through the Council's Access Officer and attendance at meetings of the Hartlepool Access Forum, which the Access Officer chairs.
- 2.12.14 An Internal audit report on Hartlepool Borough Council's implementation of the Disability Discrimination Act identified a requirement to establish a position on all works required to all property. Hartlepool Borough Council's access officer does not have the capacity to undertake these full DDA access audits in the required timescale. An undertaking was made to establish indicative costs for additional support from the private sector. Costs in the region of £98,000 have been received for what is a substantial survey, over and above the requirements of the normal access audits, and include a costed plan of works required. In terms of risk we are dealing with major physical barriers and adjusting services where needed to meet DDA needs. There is no budget for the additional surveys (nor the subsequent work) and this will need to be prioritised by Members as a pressure during the budget process.
- 2.13 **Property Condition. Backlog and Required Maintenance**
- 2.13.1 Required maintenance has previously been designated as backlog maintenance and customarily represented by a single monetary figure.
- 2.13.2 For all corporate property excluding schools this is now assessed at **£7,092,024** (£7,200,000 in 2007), based upon what is required to bring

property condition up to a reasonable standard and to maintain that standard.

2.13.3 This is made up as follows (2007 figures in brackets):

- **Priority 1 £49,355** (£310,000). Urgent work that will prevent immediate closure of premises and/or address an immediate risk to the health and safety of occupants and/or remedy a serious breach of legislation.
- **Priority 2. £3,753,996** (£3,092,000). Essential works required within two years that will prevent serious deterioration of the fabric or services and/or address a medium risk to health and safety of occupants and/or remedy a less serious breach of legislation.
- **Priority 3. £3,288,673** (£3,000,000). Desirable work required within three to five years that will prevent deterioration of the fabric or services and/or address a low risk to the health and safety of occupants and/or remedy a minor breach of legislation.

2.13.4 These figures need to be considered in the context of a five year planning period and the way to consider this information is that **Backlog Maintenance** is the **Priority 1** items which should be addressed first by the Service department.

2.13.5 **The Priority 2 and 3** items being considered as **Required Maintenance** (i.e. required within two to five years).

2.13.6 Works outside the 5 year planning period are of a long term nature and not classified as backlog or required at this time. As each year passes required items will be noted and planned.

2.14 **Planned Maintenance**

2.14.1 The implementation of the maintenance strategy as set out in the Asset Management Plan is facilitated by the provision of Capital and Revenue resources.

2.15 **Capital Planned Maintenance 2008 to 2011**

2.15.1 Cabinet at their meeting held upon 4 February 2008 approved a total of £1,200,000 per year for each of the years 2008/09 , 2009/10 and 2010/11 for unsupported Prudential Borrowing and the following is the schedule of Proposed Schemes as considered and prioritised by the Strategic Capital Resource and Asset Team.

Property/Project	Allocation			Status
	2007/08 £000,s	2008/09 £000,s	2009/10 £000,s	
Refurbishments of Burbank Community Centre <ul style="list-style-type: none"> Refurbishment 	120			Completed
Bridge Community Centre <ul style="list-style-type: none"> Demolition 	150			Completed
Seaton Bus Station <ul style="list-style-type: none"> Refurbishment 	150			Completed
Multi-storey car park <ul style="list-style-type: none"> Surface and leakage repairs 	300	362		Completed
Historic Quay <ul style="list-style-type: none"> Toilets Demolition - Modified scheme to create storage facility.– 	51			Completed
Eldon Grove Sports Centre <ul style="list-style-type: none"> Demolition 	120			Completed
Owton Manor Lane shops <ul style="list-style-type: none"> External works 	50			Completed
Highways <ul style="list-style-type: none"> Maintenance Schemes 	425	40	40	Completed
Municipal Buildings <ul style="list-style-type: none"> Boilers 	151			Implementation on hold.
Brinkburn Centre <ul style="list-style-type: none"> Roofing and Pool Plant 	83			Completed
Borough Hall <ul style="list-style-type: none"> Roofing and boilers 	32			Completed
Stranton Crematoria <ul style="list-style-type: none"> Roofing 	34			Completed
Lynn Street Depot <ul style="list-style-type: none"> Replacement of heat emitters to workshops 		60		Pre Start
Waste Recycling Centre <ul style="list-style-type: none"> Security 		55		Complete
Civic Centre <ul style="list-style-type: none"> Reconstruction of ramp to front of building 		29	151	Design
Civic Centre <ul style="list-style-type: none"> Disabled toilet refurbishment 		78		Complete
Civic Centre <ul style="list-style-type: none"> Replace existing card reader system 		72		Design

Property/Project	Allocation			Status
	2007/08 £000,s	2008/09 £000,s	2009/10 £000,s	
Municipal Buildings <ul style="list-style-type: none"> Replace existing card reader system 		9		Design
Brougham Enterprise Centre <ul style="list-style-type: none"> Toilet and Showers 		40		Design
<ul style="list-style-type: none"> Disabled Facilities Grants 		105	100	Fully committed
Coast Protection <ul style="list-style-type: none"> North Pier 		100	100	Fully committed
Regeneration Programme <ul style="list-style-type: none"> Match Funding to lever in Regeneration Support 		100	175	Partially committed
Industrial/Commercial Property <ul style="list-style-type: none"> Grant Aid funding of Industrial and Commercial Improvement Areas 		100	175	Partially committed
Grayfields Mini soccer pitches			74	Pending
Energy Efficiency schemes Site specific Opportunities			0	Implementation on hold
Non-adopted highway areas Maintenance Schemes			100	Pending
Wharton Terrace Area Removal of planters			50	Pending
Municipal Buildings Fire Alarm system			12.5	Completed
Central library Refurbishment			100	Pending
Shopping parades <ul style="list-style-type: none"> Improvements 			50	Pending
Mill House Leisure <ul style="list-style-type: none"> Refurbish changing areas 			350	Pending

Note: Some projects are phased from 2008/2009 into 2010/2011. 2010/11 allocation will be prioritised over the next twelve months.

2.16 Capital - Health and Safety and Property Improvements 2009/2010

2.16.1 A budget of £1.2m has been allocated to fund priorities in these areas for 2009/10. Council delegate authority to Cabinet to approve appropriate schemes and the Strategic Capital Resource and Asset Programme Team are formulating plans for submission to Cabinet in May 2009.

2.17 Revenue Planned Maintenance

2.17.1 Works classified as Priority 1 have been reported to Service Departments for their urgent attention and are undertaken via the reactive maintenance budgets.

2.17.2 In 2008/2009 a budget of £225,000 for planned maintenance was available to implement the following projects

Property/Project	Budget £000's	Status
Civic Centre • Fire Sprinklers UG Car Park	90	Commissioned
Brinkburn Sports Hall • Roof Repairs	15	Complete
St Hilda's Church Clock • Dial Repairs	25	Commissioned
Mill House Leisure Centre • Pool Filters	35	Complete
Seaton Carew Clock • General Repairs	5	Complete
Municipal Buildings • Fire Alarm	10	Completed

2.17.3 In 2009/2010 an indicative revenue budget of £237,000 is available to implement planned works. This is made up of £221,000 2009/2010 contributions to planned fund, plus an anticipated carry over from 2008/2009 of £16,000. This is to be applied to reduce the balance of Required Priority 2 works.

2.17.4 The Prioritisation Criteria have been applied to the Required Priority 2 works and the following schemes are proposed, pending any changes due to the developing Accommodation Strategy and Business Transformation Programme:-

Property	P2	Comments
Bryan Hanson House	£40,000.00	Urgent health and safety carpet renewal
Stranton Cemetery	£34,350.00	Operational need to prevent internal damage Roofing repairs
Redheugh Gardens, The Headland	£75,000.00	Paving resurfacing existing surface failed
Rossmere Youth Centre	£63,250.00	Operational need to prevent internal damage Roofing repairs
Contribution to Energy invest to save programme	£20,000.00	
£232,600.00		
Reserve schemes		
Brinkburn Centre	£23,500.00	fencing
Brinkburn Centre	£86,000.00	Awaiting long term use to be decided (roof)

Property	P2	Comments
Grayfields Recreation Ground	£36,000.00	Resurfacing required Covered by SCRAPT
Mill House Leisure Centre	£85,280.00	boilers and CHP unit (pool)
Mill House Leisure Centre	£45,568.00	boilers and CHP unit (sports hall)
Carlton Outdoor Education Centre (Custodian)	£33,500.00	Internal dampness
Owton Manor Community Centre	£32,500.00	renew boilers
Carlton Outdoor Education Centre (Custodian)	£32,500.00	Replace tiled roof
Middleton Grange Shopping Centre	£30,150.00	Resurfacing required
Carlton Outdoor Education Centre (Custodian)	£53,460.00	Replace asbestos roof
Municipal Buildings	£28,600.00	Upgrade pipe work distribution (on Hold until boilers replaced)
Mill House Leisure Centre	£28,290.00	Renew floor coverings
Lynn Street Depot	£28,200.00	Electrical control equipment

2.18 Energy Management and use of Natural resources

2.18.1 A report to the Finance and Efficiency Portfolio holder is currently in preparation to recommend the establishment of an invest to save and carbon reduction programme of energy efficiency improvements through an 'Invest-to-Save' programme. This is also part of the Asset Management Workstream of the Business Transformation Programme

2.19 Asset Management data base.

2.19.1 The existing Tribal asset management data base operational since 1999 does not have the facility to cater for Capital accounting requirements.

2.19.2 Following a successful funding bid and report to the Partnership board the introduction of a CIPFA approved asset management data base is now underway and will be operational for April 1st 2010.

2.20 Service Delivery and Accommodation Needs

2.20.1 Work is ongoing to develop and shape the medium/long term accommodation requirements of the Council.

2.20.2 Council continues to improve its business practices the property implications and determination of accommodation requirements are being assessed and the information forthcoming is being collated to inform the Accommodation Strategy.

2.20.3 Initiatives include:

- Departmental Service Asset Management Plans.
- Business Transformation Programme
- Corporate Flexible Working and Working from Home Policy and Procedures.
- Business Improvement Projects

- Revue space allocation and desk sharing proposals

2.20.4 Part of the process is the continuous rationalisation of the property portfolio including the disposal of surplus and the acquisition of strategically located land and property to match the Council's Corporate Plan and Departmental Objectives.

2.21 Key property Disposals

2.21.1 The following are either in preparation or to be considered: -

- Administrative and other buildings as a result of Business Transformation
- Albert Street Car Park (HCFE development)
- Eldon Grove Sports Centre
- Blakelock Road Day Centre
- Briarfields
- Former Henry Smiths site
- Land at Surtees Street (affordable housing)
- People's Centre
- Swinburn House
- Thackery Road / Tristram Avenue (affordable housing)
- Victoria Park

3. FINANCIAL IMPLICATIONS

3.1 In summary available resources for 2009/2010 include:-

- | | |
|---|----------------|
| • Corporate Prudential Borrowing | £1, 200,000 pa |
| • One off 2009/2010 Capital budget provision to address both Property and Health and Safety matters | £1,200,000 |
| • Corporate Revenue Planned Maintenance | £237,000 |
| • Barriers to Access | £50,000 |
| • Proposed Energy invest to save programme over 5 years (proposals to be confirmed) | £50,000 pa |

3.2. The costs included for individual schemes at this stage are estimated values.

4. CONCLUSIONS

4.1 Considerable progress has been made in the management of the Council's assets in the past three years. Our aim to continue improvement and embedding of good asset management in our service and business processes.

- 4.2 Despite this progress there is a continued need to consider the budget pressures expected by our Property Portfolio and required maintenance and access requirements.

5. RECOMMENDATIONS

5.1 That the Portfolio Holder:-

- Notes the progress being made on the delivery of the Asset Management Plan including the approach to Property Performance Indicators.
- Notes the Planned Maintenance Programme (Capital and Revenue)
- Notes the continued approach to the removal of Barriers to Access at Buildings Open to the Public.
- Authorises the Head of Procurement, Property and Public Protection and to apply flexibility in the order and value and proportions of works executed to ensure maximised benefits from the budgets available with minimised service disruption.
- Receives reports for approval on any major departures from the programme that may be required.

6. CONTACT OFFICER

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FINANCE AND EFFICIENCY PORTFOLIO

Report To Portfolio Holder

27 April, 2009



Report of: Head of Procurement, Property and Public Protection

Subject: PROPOSED RELOCATION OF THE ANTI-SOCIAL BEHAVIOUR UNIT FROM 73 JUTLAND ROAD TO AVENUE ROAD POLICE STATION AND THE CONSEQUENT VACATION OF 65 JUTLAND ROAD.

SUMMARY

1. PURPOSE OF REPORT

To seek Portfolio Holder's approval;

- a) to relocate the Anti-Social Behaviour Unit from 73 Jutland Road and enter into an agreement to occupy accommodation within Avenue Road Police Station, Hartlepool for the service.
- b) to pursue the sale of 65 Jutland Road vacated by the Police who will move to 73 Jutland Road.

2. SUMMARY OF CONTENTS

The Report sets out background details in respect of the proposed relocation together with proposed terms for the occupation of accommodation within Avenue Road Police Station and the vacation of 65 Jutland Road.

3. RELEVANCE TO PORTFOLIO MEMBER

The Portfolio Holder has responsibility for the Council's land and property.

4. TYPE OF DECISION

Non key decision.

5. DECISION MAKING ROUTE

Portfolio Holder only.

6. DECISION(S) REQUIRED

That Portfolio Holder approves the relocation from 73 Jutland Road to Avenue Road Police Station and the consequent sale of 65 Jutland Road subject to the terms proposed.

Report of: Head of Procurement, Property and Public Protection

Subject: PROPOSED RELOCATION OF THE ANTI-SOCIAL BEHAVIOUR UNIT FROM 73 JUTLAND ROAD TO AVENUE ROAD POLICE STATION AND THE CONSEQUENT VACATION OF 65 JUTLAND ROAD.

1. PURPOSE OF REPORT

- 1.1 To seek Portfolio Holder's approval;
- a) to relocate the Anti-Social Behaviour Unit from 73 Jutland Road and enter into an agreement to occupy accommodation within Avenue Road Police Station, Hartlepool for the service.
 - b) to pursue the sale of 65 Jutland Road vacated by the Police who will move to 73 Jutland Road.

2. BACKGROUND

- 2.1 The Anti- Social Behaviour Unit currently lease premises at 73 Jutland Road from Hartlepool Housing. However it has been recognised for some time that the premises are no longer fit for purpose and that a more central location would be preferable to facilitate personal callers and ease communication with key partners.

3. PROPOSALS

- 3.1 Following refurbishment of the Avenue Road Police Station in Hartlepool an opportunity has arisen for the co-location of the Anti-Social Behaviour Unit into the building. This move will facilitate increased joint working with the police community safety team who are currently based at Avenue Road together with better access to other partners based in the town centre. In addition Hartlepool residents will have a central point to facilitate contact with the teams.
- 3.2 As a result of the Anti-Social Behaviour Unit moving from 73 Jutland Road, surplus accommodation will become available in this building which is of interest to the Police.

- 3.3 The Police currently occupy accommodation in 65 Jutland Road which they lease from Hartlepool Borough Council, the original term being for seven years from November 1997. This term has expired and the Police are currently holding over which will mean that they are bound to serve a minimum two month notice on the Borough Council to terminate their holding.
- 3.4 The result of this means that 65 Jutland Road will become available for sale on terms to be agreed as outlined in confidential **Appendix 1**.

4 FINANCIAL IMPLICATIONS

- 4.1 The financial implications are included in the confidential **Appendix 1**. **This item contains exempt information under Schedule 12A of the Local Government Act 1972, (as amended by the Local Government (Access to Information) (Variation Order 2006) namely, (para 3) information relating to the financial or business affairs of any particular person (including the authority holding that information).**

5. RECOMMENDATIONS

- 5.1 That Portfolio Holder approves the relocation from 73 Jutland Road to Avenue Road Police Station and the consequent sale of 65 Jutland Road, subject to the terms proposed.

6. CONTACT OFFICER

- 6.1 Fiona Bullen
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<p style="text-align: center;">FINANCE AND EFFICIENCY PORTFOLIO Report to Portfolio Holder 27 April 2009</p>



Report of: Head of Procurement, Property and Public Protection
and Head of Regeneration

Subject: SEATON CAREW REGENERATION FEASIBILITY
FRAMEWORK

SUMMARY

1. PURPOSE OF REPORT

The report seeks the Portfolio Holder's agreement to progress procurement of additional resources towards the delivery of the Seaton Carew Regeneration Feasibility Framework.

2. SUMMARY OF CONTENTS

The report outlines the background to the feasibility framework and variety of works being undertaken by in-house and consultant partners. The report proposes to extend one of our consultants work to provide resources and expertise to advance a funding bid.

3. RELEVANCE TO PORTFOLIO MEMBER

Portfolio Holder is the Procurement Champion.

4. TYPE OF DECISION

Non key.

5. DECISION MAKING ROUTE

Finance and Efficiency Portfolio Holder

6. DECISION(S) REQUIRED

That the suggested procurement procedure is approved in order to allow the deadline for Seachange funding to be met.

Report of: Head of Procurement, Property and Public Protection
and Head of Regeneration

Subject: SEATON CAREW REGENERATION FEASIBILITY
FRAMEWORK

1. PURPOSE OF REPORT

- 1.1 The report seeks the Portfolio Holder's agreement to progress procurement of additional resources towards the delivery of the Seaton Carew Regeneration Feasibility Framework.

2. BACKGROUND

- 2.1 Previous reports to the Regeneration and Liveability Portfolio Holder on 21st November 2008 and 27th February 2009 (**Appendix 1** refers) detailed the nature and scope of the funding bids that have been submitted to Seachange and the Single Programme to allow for the funding of the Seaton Carew Regeneration Feasibility Framework. This work will provide the detail required to submit a further Seachange bid in 2009 for funds of up to £1million for the purpose of undertaking physical regeneration improvements. These reports also included a draft brief incorporating the specific requirements for the design and feasibility work, many of which are particular requirements of the Seachange funding criteria.
- 2.2 The Portfolio Holder agreed to the use of Council funding through regeneration match funding resource to cover any shortfall in the cost of this work resulting from the external funding bids being unsuccessful, if the use of 'in house' resources are utilised wherever possible to carry out the work.
- 2.3 The Portfolio Holder's decision was that the submitted cost plan setting out how the approved brief could be delivered should be approved and that the update (from 27th February) with regard to the potential success of the funding applications and the resultant implications for the previously agreed match funding resource, should be noted.
- 2.4 A key criterion of the Seaton Carew Feasibility Framework is that it must be delivered with full consideration given to the ongoing Seaton Carew Sea Defence study currently being undertaken by the Council and Scott Wilson consultants. It is the intention that the sea defence work and the feasibility work inform each other towards the development of an integrated Masterplan to secure the future of Seaton Carew front in both physical and economic terms. It is, therefore, imperative that the two project teams can work harmoniously towards achieving these aims.
- 2.5 It is the intention that the Seaton Carew Feasibility Framework is delivered through in-house provision although there are a number of specialist work

elements that cannot be provided in-house (these are primarily specialisms that are not cost-effective for the authority to provide). The procurement of these elements forms the basis of this report. The main landscape design element, heritage input and ecological input will be provided by the Council.

- 2.6 The Council has recently been informed that the Seachange deadline for funding applications has been brought forward from December 2009 to June 2009. This removes six months from the available timescale and although Seachange have agreed to accept draft proposals as a result of this programme alteration, there is a significant risk that this funding opportunity will be lost if the resources to deliver this project cannot be procured in the available time.

3. PROPOSALS

- 3.1 In order to provide the required resources to deliver the Seaton Carew Feasibility Framework in the available timescale, it is proposed that existing arrangements with Scott Wilson Consultants, who are working on the Seaton Carew Sea Defence Study and working with the Building Consultancy and planning department through secondment arrangements, are extended to cover the feasibility study. Scott Wilson, along with their specialist tourism sub-consultant Ray Hopper Associates (RHA), are able to provide for all the specialist work elements required. This will allow for a streamlined process involving a single consultant appointment. Scott Wilson consultants are recognised suppliers to the authority with a local presence and they are also on the Tees Valley Framework for Regeneration. This means that they have already been through a competitive selection process with the local authority.

- 3.2 It is, therefore, proposed that Scott Wilson are appointed on a variation order to their existing work with the Council to provide the following specialist work elements:

- Sea defence input into the feasibility via liaison with the Seaton Carew sea defence team (Scott Wilson staff currently involved in the Seaton Carew Sea Defence study would provide this service)
- Tourism and economic appraisal (RHA, who have provided this service for Middlesbrough Council and were behind the successful Heritage Lottery Fund application for Stewart Park, would provide this service)
- Urban design and civic art (the Scott Wilson staff behind the award-winning Cleveleys promenade would provide this service)
- Digital media – photomontages, walk-throughs, consultation images, etc. (the digital media team working on the Seaton Carew Sea Defence Study would provide this service)
- Consultation planning - ‘Planning for Real’ activities for public consultation in liaison with Council officers (Scott Wilson staff with experience in this specialism, who are also currently providing support to the Council, would provide this service).

- 3.3 The above work elements are required to supplement in-house provision in order to fulfil the requirement of the project brief. The project brief has been developed based on the criteria of the Seachange funding stream and it is, therefore, imperative that the requirements of the brief are undertaken in full. The project will be lead and managed by Council staff.
- 3.4 The approved cost plan for the Seaton Carew Feasibility Framework highlights a fee element of £24,492.45 for in-house provision and £14,562.31 for Scott Wilson support fees. In addition £7,200 is required for the critical tourism and economic work elements (to be undertaken by Scott Wilson sub-consultants RHA) and a ceiling of £13,400 has been highlighted for the digital media work required to provide the photomontages, walk-through presentations and consultation images that will be required to present the scheme to all parties and to sell the scheme to the funding organisations.

4. RECOMMENDATIONS

- 4.1 That the suggested procurement procedure is approved in order to allow the deadline for Seachange funding to be met.

5. REASONS FOR RECOMMENDATIONS

- 5.1 Due to the revised Seachange deadline being brought forward by six months to June 2009, there is an inadequate timescale available to allow for a full tendering process. Given the fact that Scott Wilson staff are already engaged in working with the Council on the Seaton Carew Sea Defence study and in supporting the Building Consultancy and planning section, continued use of these staff for the Seaton Carew Feasibility Framework would provide continuity and provide those specialist services that are not available in-house. The suggested resourcing arrangements would also serve to streamline the feasibility study process through efficient use of consultancy staff currently involved in both the Seaton Carew Sea Defence study and in involved in providing a supporting role to in-house staff within the design and planning services.

6. CONTACT OFFICER

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REGENERATION & LIVEABILITY PORTFOLIO

Report to Portfolio Holder

21 November 2008



Report of: Head of Regeneration

Subject: SEATON CAREW REGENERATION
FEASIBILITY FRAMEWORK

SUMMARY

1.0 PURPOSE OF REPORT

The report seeks the Portfolio Holders agreement to progress funding bids to Single Programme and Sea Change to carry out feasibility work relating to the regeneration of Seaton Carew sea front.

2.0 SUMMARY OF CONTENTS

The report provides the background to recent efforts aimed at securing resources for the regeneration of Seaton Carew. It highlights recent investment in the resort, ongoing efforts to secure recognition of Seaton Carew as a priority within the Coastal Arc programme, the recent scrutiny investigation into the regeneration of Seaton Carew and potential future funding opportunities including Sea Change and Single Programme resources.

The report refers to the Regeneration and Liveability Portfolio Holder's decision in May this year which set out the background and criteria relating to Sea Change and authorised officers to consider options for a Hartlepool bid.

The report provides feedback on these investigations and highlights issues relating to current sea defence investigations and broader regeneration opportunities which will impact on the timing of a Sea Change bid. In the light of these circumstances, the report proposes that a bid be made to the December 2008 bidding round of Sea Change, for a feasibility grant, which could be matched to other resources to enable development and feasibility testing of a

comprehensive design solution for the southern part of Seaton Carew sea front.

In pursuance of this, the report includes a draft tender brief which sets out the proposed requirements for this design and feasibility work and requests the Portfolio Holder's agreement to this. In addition the report seeks approval for relevant officers to submit bids for Sea Change and Single Programme funding to support the cost of this work.

3.0 RELEVANCE TO PORTFOLIO MEMBER

The proposal relates to the regeneration of Seaton Carew and bids for regeneration funding.

4.0 TYPE OF DECISION

Non Key.

5.0 DECISION MAKING ROUTE

Regeneration and Liveability Portfolio meeting 21 November 2008.

6.0 DECISION(S) REQUIRED

The Portfolio Holder is requested to:-

- i) Approve the draft tender brief
- ii) Authorise the preparation of bids to Sea Change and Single Programme to fund the development and feasibility work outlined in the brief
- iii) Agree the use of Regeneration Match Funding resources to cover any shortfall in the cost of this work or to substitute for one or other of the identified funds should it not be approved.
- iv) Approve the procurement approach detailed in paragraphs 3.7 - 3.9

Report of: Head of Regeneration

Subject: SEATON CAREW REGENERATION
FEASIBILITY FRAMEWORK

1. PURPOSE OF REPORT

- 1.1 The report seeks the Portfolio Holder's agreement to progress funding bids to Single Programme and Sea Change to carry out feasibility work relating to the regeneration of Seaton Carew sea front.

2. BACKGROUND

- 2.1 In May this year a report was presented to the Portfolio Holder which set out the background and criteria relating to the Sea Change programme which provides funding on a competitive basis towards schemes which support the regeneration of coastal resorts. Officers were authorised to investigate a potential bid for Hartlepool. The report advised that there were three potential bidding rounds for the Sea Change fund – June and December 2008 and December 2009. At the time it was considered that the June deadline did not allow sufficient time to develop a suitable proposal and it was suggested that December 2008 would be a more appropriate timescale to work to.
- 2.2 Over the last few months officers have been exploring potential opportunities for a bid taking account of the published funding guidance. Discussions have been held with a number of the partners involved in the Sea Change programme including One North East, CABE (Commission for Architecture and the Built Environment) and the Arts Council. Officers have also looked at potential project opportunities which might form part of a bid. As a result of this investigation it would appear that a bid focussed on Seaton Carew would offer the best chance of success. Consideration was given to a broader based proposal incorporating areas of the marina, Seaton Carew and the Headland, but given the scheme's criteria and advice, which indicates a focused intervention to achieve a cultural and place transforming impact, and bearing in mind likely levels of resources available, it is considered that such an approach would be unlikely to succeed.

2.3 The regeneration of Seaton Carew has been the focus of significant attention over recent years, including through the recent scrutiny investigation into past achievements and future needs and

opportunities for the resort; the Seaton Carew Tourism Strategy, which was reviewed last year, and; the Coastal Arc Strategy which identifies Seaton Carew as a priority with the potential to contribute towards the overall Hartlepool tourist 'offer'. The scrutiny investigation was informed that over £2 million of public and private sector regeneration resources had been invested in Seaton Carew since 2002, on projects including environmental works to the rear of the bus station and the main commercial core, removal of the north Shelter, a new car park to the northern end of Seaton Carew, access improvements to a development site to the south, traffic calming, building grants, life guards and beach improvements. Structural repairs and improvements have also recently been carried out to the bus station.

2.4 Further work is required, however, if Seaton Carew is to realise its full potential in providing a focus for visitors, improving the economic prospects of the area and enhancing facilities for local residents. Recent strategies, investigations and consultations have highlighted a number of key issues and opportunities which if addressed could make a significant contribution towards these objectives. Any subsequent ideas or proposals taken forward for development will be subject to public consultation. The key issues and opportunities are highlighted below together with recent/current responses being taken to address them.:-

- **Provision of new attractions including indoor facilities to extend the visitor season.** The former Fairground site and car park to the south of the bus station is identified as a development site which could accommodate such activities. A planning brief was prepared a couple of years ago for this area (referred to as Seaton Sands) which included the potential for incorporating a small area of the adjacent golf club land if this could facilitate enhancement to those facilities. A new access road was constructed and environmental works were carried out to the rear of the bus station previously, to help improve the marketability of this area. A study was also commissioned into the feasibility of developing a gelateria to the rear of the bus station which confirmed its potential, but only as part of a wider regeneration scheme. This overall site was subject to some low - key local market testing but requires a more focussed approach targeting specialist leisure providers in order to maximise opportunities from this site. More recently, consideration has been given to extending the parameters of the proposed development area to take into account other Council owned land to the north of the bus station including the Rocket House car park and the paddling pool site. Any

development in these areas would clearly need to be sensitively designed, but it would provide the opportunity for a more comprehensive treatment of this part of Seaton Carew

and may prove more attractive to potential developers. In addition it may help secure 'buy in' from One North East in securing further resources from Single Programme funds.

- **Address the key problem buildings, Longscar Hall and Seaton Carew Bus Station.** Work has recently been carried out to repair the structure and improve the appearance of the bus station and this appears to have been well received. There may be further opportunities for enhancement to the building and also to the front and rear curtilages to improve its function as a focal building and these could be explored as part of Sea Change. With regard to the Longscar the owners have carried out some tidying up work in response to a Section 215 notice but the building exerts a significant negative impact on the resort and is only partly and periodically operational. Initial contact has been made with the owner's agent regarding the future of the building and these will be followed up in due course.
- **Sea Defences.** A strategy study is currently underway which aims to identify sea defence requirements for Seaton Carew taking account of climate change predictions and the condition of current sea defences. The study commenced in the summer and is likely to take 18 months to complete. Although it is too early to identify specific protection measures at this point in time, the end solution is likely to have a significant impact and influence on any future regeneration schemes relating to the southern sea front area. There is the potential for government funding to be made available towards sea defence work but this would be subject to resource availability and further detailed assessment including an economic viability assessment.
- **Other Development Sites.** Cabinet has previously authorised officers to prepare development and marketing briefs for Council owned sites at Elizabeth Way, Coronation Drive and Seaton Park with a view to assessing the potential for disposing of the first two for housing development in return for securing new and replacement community facilities within the park. These briefs are being prepared and will be subject to public consultation prior to Cabinet deciding how to proceed with these.

3 ISSUES

- 3.1 In relation to Sea Change there would appear to be a number of opportunities which would help support and enhance the regeneration

objectives and aspirations of local residents and wider stakeholders. For instance, the remodelling of the open space area around the paddling pool to create a high quality multi-functional public space

incorporating features such as an outdoor performance area, public art, seating etc. could help create a central focal point contributing towards the place shaping, heritage and art objectives of Sea Change whilst helping improve the broader marketability of Seaton Sands. Other links could include for instance re-introduction of conservation/commercial grant programmes, environmental works around the bus station, consideration of a 'Living Streets' approach to the main road to improve access and pedestrian connectivity between the beach and the shops and the park, artwork/heritage trails along the promenade, electronic visitor information terminals and 'virtual' links to Saltholme nature reserve possibly utilising new facilities within the park.

- 3.2 As indicated above, however, the timing of any physical development activity, site marketing and any associated bids for funding are very much dependent upon the outcome of the Sea Defence study. Bearing this in mind it would probably be more appropriate if a full Sea Change application was delayed until the December 2009 bidding round rather than this year, by which time a clearer picture will be known on the potential scale and impact of any sea defence works. This would also allow time for discussions to be held with the Environment Agency to explore the potential for grant funding for this work. It should be noted however that a number of further steps will be required in order to access potential EA resources to fund any eventual sea defence solutions. Contributions from potential developers may also be requested by the EA, if sea defence works are adjacent to development sites. In addition the outcome of deliberations on the housing/community facility development issues may be known and match funding opportunities could be explored in greater detail.
- 3.3 The first two bidding rounds for Sea Change programme allows for a limited number of feasibility grants to enable initial ideas to be developed and tested, with a view to submission of a detailed scheme to a later bidding round. The maximum feasibility award is £30,000 which needs to be matched with other funds. There is no guarantee that approval of feasibility work will lead to approval of a later detailed submission, but it would help in the preparation of such a bid and should allow a more considered submission to be developed. It is suggested therefore that a bid be made for a feasibility grant under the December 2008 bidding round.
- 3.4 In relation to match funding, it is proposed that a request be made to One North East to utilise Single Programme resources to support this,

together with a broader 'master planning' exercise across the Seaton Sands development area. As referred to previously, it has been difficult to secure 'buy in' recently from the Agency to the regeneration

objectives of Seaton Carew, largely because the Agency is seeking to focus resources on what are considered to be more strategic regeneration priorities and initiatives. The Agency has indicated however that it may be prepared to provide 'gap funding' support towards a largely private sector led scheme which generates direct economic benefit to the area. A clearly articulated development scheme for Seaton Sands together with the match funding opportunities which Sea Change could bring would enhance the prospects of a successful investment opportunity coming forward.

- 3.5 Should one or other of these two funding applications not be approved the scope for match funding to be provided through the Council's capital programme funds (which have already been allocated towards match funding regeneration schemes) would be investigated.
- 3.6 In terms of the specific requirements of the feasibility work, a draft brief is attached as **Appendix 1** which seeks to develop proposals for Sea Change, facilitate the advancement of the broader Seaton Sands development area and address the likely requirements of the proposed funders. The brief incorporates the requirement for the provision of a broad framework for the development of the Seaton Sands area which will enhance the prospect of securing a private sector led development; market testing of the site to identify potential investment opportunities and interests; detailed, costed design proposals for a public space/performance area together with associated environmental features which would form the basis of a Sea Change bid, consideration of other features/initiatives which could also be included in a Sea Change bid; consideration of match funding opportunities, and; liaison with relevant agencies to identify constraints and produce deliverable solutions associated with sea defence requirements which emerge from the current study.
- 3.7 In terms of procuring the feasibility study, consideration has been given to this work being carried out 'in-house' and Seaton ward councillors in particular have expressed a preference for the study to be done on this basis. The proposed funding sources – Single Programme and Sea Change - have, however, strict rules regarding procuring work and require a competitive process to be followed for tender values over certain thresholds (£20k in the case of Single Programme). A full feasibility study is estimated to cost in the region of £50,000. Use of the 'in-house' team with specialist support as necessary would normally be the preferred route but given the above restrictions this would appear to be difficult to achieve. Certain aspects of the work, particularly the market testing and assessments relating

to sea defences are more specialist in their nature and would be difficult to achieve with 'in-house' resources.

- 3.8 Alternative methods of procurement are currently being investigated as part of a competitive tendering process. There is the potential to have a 'mini-competition' as part of the Tees Valley Framework arrangement, currently being put in place which hopefully will satisfy the competitive tendering requirements. The Tees Valley Framework aims to improve the efficiency and time periods for tendering by identifying a list of consultants and contractors who could deliver specific services. Consultants have been included on the framework following a pre-selection process involving assessments based on quality and price. Under this arrangement it is possible to select directly from this list, or alternatively in order to get further value for money, a 'mini competition' can be held between those on the Framework.
- 3.9 An alternative option which may be worth exploring is to hold an open design competition, similar to the approach adopted for the Headland Town Square project as a means of procuring a scheme. The benefit of this approach is that it would provide the opportunity to select from a broader range of design solutions, although the time frame for procurement may be longer. Subject to the Portfolio Holders agreement, officers would wish to give more detailed consideration to this option to assess whether there is any significant added value compared to the Framework approach.

4. FINANCIAL IMPLICATIONS AND RISK

- 4.1 The main risk associated with delaying a full bid until December 2009 is that this doesn't afford the opportunity to resubmit if an earlier bid is unsuccessful. It may be that the Sea Change initiative is extended beyond the current three bidding rounds but there have been no announcements on this to date. It has proved difficult so far, however, to identify with any certainty a proposal which could be successfully delivered due to the current uncertainties around the sea defences and the Seaton Park proposals and therefore a bid under the current round may be considered premature. It is expected that with greater clarification around these issues and following the feasibility work, the chances of success in the next round would greatly increase.
- 4.2 In terms of funding, if the two bids are successful there would be limited, if any cost implication to the Council in delivering the feasibility work. If one of the bids is not approved funding would be required from the Council's capital fund which has already been allocated as match funding for regeneration schemes. There may be a requirement to

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2.2

make further contributions from this fund towards a substantive scheme if this is subsequently approved and this would need to be considered further at the appropriate time. The work could, however, facilitate the sale of the Council's development land which may result in a positive financial outcome.

5. RECOMMENDATIONS

5.1 The Portfolio Holder is requested to:-

- i) Approve the draft tender brief
- ii) Authorise the preparation of bids to Sea Change and Single Programme to fund the development and feasibility work outlined in the brief
- iii) Agree the use of Regeneration Match Funding resources to cover any shortfall in the cost of this work or to substitute for one or other of the identified funds should it not be approved.
- iv) Approve the procurement approach detailed in paragraphs 3.7 - 3.9

DRAFT SEATON CAREW SEA FRONT DEVELOPMENT BRIEF

1 Purpose of Brief

Hartlepool Borough Council is seeking to appoint appropriately qualified development specialists to produce exciting but deliverable proposals for a strategic site at the southern part of Seaton Carew sea front. The commission requires a design led approach to identify proposals which will support the physical regeneration of Seaton Carew and encourage and facilitate investment in a key sea front development site.

The commission includes specific requirements to identify and develop proposals which will form the basis of funding bids to the Government's Sea Change programme and the Regional Development Agency's Single Programme fund.

2 Seaton Carew in Context

The maritime town of Hartlepool is located on the Tees Valley coast. It has a population of around 90,000. Over the past two decades Hartlepool has transformed itself from a town dominated by heavy industry based on steel, engineering and shipbuilding with a large port, into one of the north east's top visitor locations. Key attractions include the largest marina on the north east coast between Edinburgh and Hull, the award winning Hartlepool Maritime Experience visitor attraction, the historic Headland, the Hartlepool Art Gallery, the Middleton Grange Shopping centre and Navigation Point restaurant enclave. The process of regeneration is still ongoing and a major mixed-use redevelopment at Victoria Harbour will provide a range of new high quality facilities including up to 3,500 residential units, business and commercial floorspace and new leisure and recreation facilities over the next 15 -20 years. Hartlepool's regeneration achievements and development as a visitor location is well illustrated in its selection as a host port and final destination for the 2010 Tall Ships Race.

Hartlepool is well serviced by road and rail with easy access to the A19 and A1 (M), approximately 5 and 12 miles to the west respectively. Hartlepool has a direct rail link to London and both Hartlepool town centre and Seaton Carew have a direct rail link to Middlesbrough to the south and Sunderland and Newcastle to the north. Seaton Carew has good road access to central Hartlepool and the wider Tees Valley via the A178, good cycle links along the sea front promenade and Sustrans cycle trail, and three main bus routes linking the resort to central Hartlepool, southern Hartlepool and the Tees Valley

Seaton Carew is an attractive, Victorian seaside resort located within the borough of Hartlepool a mile to the south of the main urban area. Seaton Carew faces eastwards onto the North Sea and is focused around its main

attraction - the beach which is one of the longest and sandiest in the region. Its features include a long flat promenade, several good quality hotels and guesthouses, amusements, shops and a number of cafes/restaurants. In the late 18th and early 19th centuries Seaton Carew became a popular holiday destination for wealthy Quakers from Darlington and the nobility and gentry but with the arrival of the railway in the 1840's the resort took on a more popular appeal with day trippers from County Durham and Teesside. The resort remained popular right up to the 1960's but as with most British seaside resorts it has suffered from changing visitor patterns and trends towards foreign holidays. It remains a popular day visitor resort which attracts large numbers of visitors in the summer months but longer stays are limited. Although the resort is well used by local people throughout the year, the visitor season is limited to the summer period. Seaton Carew also functions as a commuter settlement for those working within the wider Hartlepool and Tees Valley areas.

Seaton Carew's indoor attractions are currently limited to a small number of amusement arcades, bingo, gift shops and several restaurants and takeaways. Accommodation for tourists and business people is available at three local independent hotels a number of bed and breakfast establishments and a caravan park. Services available in Seaton Carew include Seaton Carew Library, a Post Office and a number of shops. In terms of outdoor facilities and attractions, the large sandy beach is the main attraction to residents and visitors. Seaton Carew Park to the rear of the main seafront shopping parade provides tennis, bowls children's play and informal recreation opportunities. The privately owned Seaton Carew Golf Club (one of the oldest links courses in the world) and Seaton Carew Cricket Club are also important facilities within the resort.

To the south of the main settlement are the Seaton Dunes and Common which are designated as a Site of Special Scientific Interest (SSSI) with large parts of the area also covered by RAMSAR and SPA designation.

South of this area is Seal Sands, one of the most important staging posts on the east coast for migrating birds which is also home to a thriving seal colony. In addition the RSPB are also currently developing the Saltholme nature reserve. This is a strategic development, 4 miles to the south of Seaton Carew. The RSPB are estimating visitor numbers of up to 100,000 per year. The Teesmouth Field Centre is also located close to Seaton Carew. This centre offers tours, nature trails and observation points of the Tees estuary.

3 Regeneration Context

Seaton Carew has an important role to play in Hartlepool's overall tourism strategy offering different but complementary facilities to the main visitor hub at Hartlepool Quays (which comprises the marina, Victoria Harbour, the town centre and the historic Headland). The regeneration of Seaton Carew is acknowledged as a priority within various sub regional strategies including;

the Coastal Arc strategy, which is a collaborative initiative involving Hartlepool and the neighbouring Redcar and Cleveland Borough Council aimed at securing the economic and tourism development of the Tees Valley coast, and; the Tees Valley City Region Investment Programme which provides the context for assessing Single Programme funding.

Over the past 6 or 7 years over £2 million has been invested in improvements to Seaton Carew front including restoration work to the listed art deco bus station, site access improvements, traffic calming and cycle way improvements, promenade and beach access improvements, provision of a new car park, building improvement grants and the re-introduction of beach lifeguards. Much of this work has been informed by two key tourism studies, the Seaton Carew Tourism Strategy which was produced in 2003 and updated in 2007 and also the Hartlepool Tourism Strategy 2004.

4 The Future role of Seaton Carew

A key challenge for the regeneration of Seaton Carew is to achieve a positive balance between on the one hand the needs and desires of the local population many of whom wish the resort to retain its 'village' feel providing a well maintained environment with good quality local amenities which respect its historic background as a location for passive recreation, and; on the other hand, realizing the potential of the resort to contribute towards the local and sub-regional tourism objectives and to improve economic prospects and opportunities for local businesses.

In pursuit of this balance, Hartlepool Borough Council has defined the following general objectives for Seaton Carew:-

- To improve Seaton Carew as a visitor destination and a place to live;
- To promote the beach and its assets – eg the dunes, promenade;
- To enhance the potential of the resort for businesses, visitors and residents alike;
- To encourage investment in the economic, social and physical infrastructure of the settlement
- To bring about a renaissance of Seaton Carew through revitalizing its assets;
- To promote and develop key sites whilst maintaining the integrity of the environment.

The Seaton Carew Tourism Strategy seeks to address these issues through its vision statement:-

'To develop Seaton Carew as a centre for tourism and leisure distinguished by quality, diversity and sustainability'

and the following eight objectives:-

- Raise standards of beach and sea cleanliness and improve coastal management

- Improve accessibility within and into Seaton Carew
- Maintain, develop and enhance the built environment and encourage the diversification of attractions
- Sustain and enhance the natural environment and increase public awareness and understanding of its importance
- Raise the profile and improve the image of Seaton Carew
- Develop events and activities that complement and utilize existing infrastructure
- Attract and encourage the development of a strong and diverse business network
- Strengthen the accommodation network.

In pursuit of these objectives, and in addition to the investment outlined above the Council has instigated the following initiatives:-

- **Seaton Carew Residents Action Group (SCRAG)** - a focus group comprising representatives of the community and businesses, and including local ward councillors which was initially established to provide input to the Seaton Carew Tourism Strategy but remains as an important sounding board in relation to regeneration activities in Seaton Carew
- **Foreshore Management Group** – bringing together key Council officers to discuss issues relating to the management and development of the foreshore area. The group's remit covers the whole of the Hartlepool coastline, but Seaton Carew is a key focus.
- **Sea Defence Study**- A Shoreline Management Plan was complete in 2007 which looked at conditions of sea defences along the north east coast. Following on from this the Council has commissioned a Strategy Study to provide a more detailed picture of coastal defences covering Seaton Carew; assess the impact of wave patterns, coastal erosion and global warming, and ; make recommendations on future sea defence requirements for the resort. This study commenced in the summer (2008) and is expected to take 12 to 18 months to complete. The recommendations of this study could have a significant impact on the physical environment of parts of the resort.
- **Seaton Sands Development Brief** – the Council owns a number of seafront sites towards the southern end of Seaton Carew. In July 2007, a draft planning and development brief was prepared which covered part of its land holding – a former fairground site and adjacent car park and land to the rear of Seaton Bus Station together with an area of adjacent land owned by Seaton Carew Golf Club where potential was identified for improvements to be made to the Golf Club's facilities in association with a development scheme. The brief covered a site area of approximately 3.8 hectares. The principle objective of the brief was to secure a high quality mixed use development based around a commercial indoor visitor attraction that would help draw more visitors to Seaton Carew and extend the visitor season beyond the summer months. The brief highlighted the potential for other ancillary uses to be

included in a scheme to help ensure viability and also included a requirement to retain some car parking to serve the wider area. (Copies of the brief together with the detailed planning policy guidance will be provided)

A more recent rethink around this brief has led to the Council agreeing to extend the Seaton Sands Development Brief boundaries to incorporate additional land owned by the Council together with a site in private ownership currently occupied by an untidy, underused building. The attached plan () shows the extent of the proposed development area.

- **Gelateria Study** – The Hartlepool Tourism Strategy (2004) referred to in Section 3 identified the need to provide additional indoor attractions and in support of this aim, a detail study was commissioned in 2004 to explore the potential to develop a high quality gelateria facility that would act as a draw for people from throughout the region. The study looked at the potential for such a facility to be located in an iconic building attached to the rear of the bus station. The study concluded that the viability of such a scheme would be marginal if developed in isolation and would be better served if included in a wider regeneration scheme. Whilst the proposal has not been taken further so far, it remains an example of the necessary aspirational thinking required for Seaton Carew's future development.
- **Council Asset Management** – As part of its broader regeneration approach to Seaton Carew and in response to a number of informal enquiries, the Council is currently looking into the potential to enter into a partnership arrangement with a private sector developer or developers with a view to securing new and improved community facilities within Seaton Carew Park which is located immediately to the rear of the main seafront street. This will be subject to a separate marketing exercise, but the Council would be looking to secure a new community building incorporating a replacement sports hall with changing facilities, a library, community rooms and possible health facilities, together with improvements to facilities within the park itself.

5 Brief Requirements

Overview

The strategic framework for the development of Seaton Carew is well established and the Council is now looking to engage specialist consultants to produce deliverable proposals for the implementation of a key part of this strategy – the development of Seaton Sands.

Implementation is likely to involve both public and private investment and an objective of this commission is to ensure a joined up approach to the delivery of this scheme and to support the process of securing a developer partner. In terms of public sector funding, in addition to funding which the Council may be

able to provide, it is hoped that funding will be forthcoming from the regional development agency's Single Programme fund as well as the CLG's Sea Change initiative. Funding bids have been made to both agencies to secure funding to carry out this feasibility work which it hoped will lead to support towards the substantive scheme. This commission includes a specific requirement to prepare a proposal to be submitted to the Round 3 Sea Change programme which has a deadline of December 2009.

This should be a design led approach, but the commission includes the essential requirements to carry out viability assessments and market testing of potential indoor leisure attractions; to work closely with the consultants currently engaged with the sea defence strategy study in order to reflect the likely scale and impact of the sea defence requirements within the design, and; to prepare costed proposals which will form the basis of bids to the Sea Change fund and the Single Programme. The consultancy team will therefore be required to include appropriate specialist skills within their team.

Whilst the over riding focus of this study is on the Seaton Sands development site, the consultants should explore opportunities within adjacent areas which will help to strengthen the funding bids.

Specific Requirements

- i. Examine existing land-uses within the wider Seaton Sands area and consider realistic opportunities for rationalization and development which will improve the physical coherence of the area and strengthen the economic viability of the main development site,
- ii. Produce a coherent set of design options for public realm and landscape improvements which will enhance the character of the resort and improve its attractiveness for visitors, local residents, existing businesses and potential investors. Specific design proposals should:-
 - a. Take account of specific requirements of the Sea Defence Strategy Study
 - b. Maintain as far as possible the open aspects and sea views in the most sensitive locations
 - c. Take account of other environmental and physical constraints, particularly those in relation to the Seaton Dunes and Common special environmental designations (SSSI, RAMSAR and SPA)
 - d. Take account of the Sea Change funding criteria and its partners' objectives to ensure that the funding bid has the strongest possible chance of succeeding
 - e. Consider the potential for incorporating a multi-functional open space/performance area
 - f. Consider options for further enhancement to the listed Seaton Bus Station
 - g. Maintain and enhance accessibility through and within the site
 - h. Incorporate a sustainable development approach

- iii. Consider opportunities for other enhancements to areas surrounding and adjacent to the Seaton Sands Development Site, such as the 'backdrop zone' created by the adjacent commercial buildings, highways, Seaton Park etc, which would strengthen the character of the area, create synergies and offer the potential for other funding, and possibly including 'Living Streets' design considerations.
- iv. Liaise proactively with the consultants engaged on the Sea Defence strategy Study to consider the most appropriate ways of accommodating and enhancing the requirements of that study.
- v. Investigate and assess the appropriateness, feasibility and deliverability of options for the key development locations taking account of the strategic objective of securing a commercial indoor visitor attraction and achieving economic benefits for the resort. This includes a requirement to carry out market testing including approaches to specialist leisure providers to assess interest and identify potential investment opportunities.
- vi. Develop and implement a proactive programme of engagement with the local community that ensures their involvement, support and 'buy in', and which affords them the opportunity to express views at key stages in the development of scheme proposals.

6 Available Funding

This section to be developed following initial discussions with the Environment Agency around potential support for sea defence work.

Will include suggested sums based on potential Sea Change, Single Programme and HBC resources.

7 Tendering and Selection Process To be completed following further investigation into proposed procurement method.

REGENERATION & LIVEABILITY PORTFOLIO
Report To Portfolio Holder
27 February 2009



Report of: The Head of Regeneration

Subject: SEATON CAREW REGENERATION
FEASIBILITY FRAMEWORK

SUMMARY

1.0 PURPOSE OF REPORT

1.1 The report seeks to update the Portfolio Holder on the progress made with the submission of funding bids to Seachange and Single Programme to carry out regeneration feasibility work in Seaton Carew. This work will inform a more detailed bid to Seachange in June 2009. The report also provides further information about the draft cost plan that has been prepared to implement the brief and seeks agreement on how the work may be procured and delivered.

2.0 SUMMARY OF CONTENTS

2.1 The report refers to the most recent feedback received by officers regarding funding bids submitted to One North East and Seachange in December 08. This includes confirmation of the change in submission deadlines for round three Seachange funding and the shortening of the time available to prepare more detailed bids for further funding from this source. The report provides a suggested alternative procurement and delivery arrangement for the work to mitigate the risks associated with this change in the submission timetable. The report also includes a draft cost plan that has been prepared on the basis that wherever possible 'in house' provision is utilised and external consultants are used to provide further support and specialist input to fully meet the requirements of the brief.

3.0 RELEVANCE TO PORTFOLIO MEMBER

- 3.1 The proposal relates to the regeneration of Seaton Carew and bids for regeneration funding.

4.0 TYPE OF DECISION

Non Key.

5.0 DECISION MAKING ROUTE

- 5.1 Regeneration and Liveability Portfolio Holder meeting 27th February 2009.

6.0 DECISION(S) REQUIRED

- 6.1 The Portfolio Holder is requested to:-

Agree the detailed cost plan that explains how the previously agreed brief will be delivered; and note the update with regard to the funding applications and the implications for the previously agreed HBC match funding resource.

Report of: The Head of Regeneration

Subject: SEATON CAREW REGENERATION
FEASIBILITY FRAMEWORK

1.0 PURPOSE OF REPORT

1.1 The report seeks to update the Portfolio Holder on the progress made with the submission of funding bids to Seachange and Single Programme to carry out regeneration feasibility work in Seaton Carew. This work will inform a more detailed bid to Seachange in June 2009. The report also provides further information about the draft cost plan (see **Appendix 1**) that has been prepared to implement the brief and seeks agreement on how the work may be procured and delivered.

2.0 BACKGROUND

2.1 A previous report to the Portfolio Holder 21st November 2008, detailed the nature and scope of the funding bids that have now been submitted to Seachange and the Single Programme to allow for the funding of the Seaton Carew regeneration feasibility framework. This work would provide the detail needed to submit a further Seachange bid in June 2009 for a more substantive bid of up to £1m. The report also included a draft brief that included the specific requirements for the design and feasibility work. The Portfolio Holder previously agreed that the use of Council funding through the already confirmed regeneration match funding resource could be used to cover any shortfall in the cost of this work resulting from external funding bids being unsuccessful, if the use of 'in house' resources are utilised where possible, to carry out the work.

3.0 PROGRESS

3.1 A response regarding the Seachange bid is expected by the end of March 2009. It has now been confirmed that the deadline for Seachange round three applications is 30th June 2009, this having been brought forward from the original deadline of December 2009. This will mean that if the current Seachange bid is successful a detailed bid for round three funding would need to be prepared within a three month timeframe. Given this shortening of the time available to prepare a detailed bid, it has been confirmed by the Seachange funders that there will be some flexibility in terms of the level of

detail required by the 30th June deadline and draft details in terms of plans and designs would be accepted.

- 3.2 A Project Initiation and Planning (PIP) proposal was submitted to Single Programme in December 2008. One North East is currently assessing the Tees Valley Investment Plan that has been submitted by Tees Valley Unlimited. The Investment Plan includes all of the projects across the Tees Valley within the programme which includes the proposals for Seaton Carew. Whilst this Investment Plan is still being assessed, ONE North East have indicated that no decisions on any PIPs will be made until the Investment Plan is approved. Discussions with One North East has also confirmed that their future budgets have been reduced by central Government, increasing the pressure and competition for the remaining future Single Programme resource. Given these circumstances the informal advice from One North East is that there is going to be a requirement to prioritise resources further and from their perspective Seaton Carew is being viewed as less of a priority than other schemes in Hartlepool and the sub-region.
- 3.3 Given the increased risk that Single Programme Funding will not be achieved and the fact that there is no detailed timetable agreed with regard to the determination of this funding and the shortening of the time period available for the preparation of a detailed Seachange bid, it is proposed as previously agreed that some HBC resource is used to fill this gap in funding. Utilising HBC funding in this way will allow the feasibility work to be completed in line with the previously agreed brief and also allow work to begin prior to the approval of Seachange funding. This will give a greater opportunity to the team employed to carry out the work to complete all of the tasks requested in the work brief, and provide the fullest possible bid document to Seachange by the end of June 09
- 3.4 Since the previous report to Portfolio Holder more detailed work has been carried out regarding the costs of undertaking the work and meeting the requirements of the agreed brief. Given the preference expressed by Ward Members and supported by the Portfolio Holder that the work should be carried out 'in house', officers have looked at developing a hybrid cost plan utilising wherever possible 'in house' provision and looking to external providers to cover any areas of expertise that could not be covered by Council provision. This approach would build upon the current links with external consultants that are already in place through existing secondment and framework arrangements.
- 3.5 By utilising the 'in house' provision for some elements of the works, specialists would still be required to carry out certain elements of the brief. The elements requiring specialist input would include advice and input on the technical solutions relating to the extent of the sea defence improvements that may be required in Seaton Carew, further Landscape Architecture support and urban design input. Other areas requiring specialist input would be the tourism aspects and marketing of the former fairground site. It is suggested that these specialist elements could be procured through a framework agreement which

Regeneration, Liveability & Housing Portfolio – 27 February 2009

2.4

has been put in place previously between the Tees Valley authorities. As part of the local government efficiency drive the framework agreement has

identified a list of consultants involving a broad range of disciplines who have been selected following a competitive process based around quality and cost. The framework has been assessed against competitive tendering rules/requirements.

- 3.6 Utilising these specialists for certain areas of the brief, through the existing Tees Valley framework agreement would also reduce the time needed to secure the services of consultants as there is no need to advertise in the press (this stage having been carried out in setting up the original framework agreement) which will help with the reduced time available to prepare the bid.
- 3.7 The draft cost plan has been prepared by officers in conjunction with private sector consultants therefore the fee arrangements are based on an accurate reflection of current market rates. The draft fee total is approximately £64,000. This is based on completing all of the work outlined in the previously approved work brief. If the Seachange bid is successful this would mean that £34,000 of HBC resource will be required to implement the brief, and if the Seachange bid was not achieved then the full cost of the work would be met by HBC, assuming that Single Programme funds are not forthcoming.
- 3.8 Depending upon the result of the Seachange funding bid and the overall amount of resource that is available to carry out the work then there will be some flexibility within the brief and the cost plan to reduce the overall value of the work. Although core elements of the work include design, consultation and liaison with the consultants carrying out the sea defence strategy study will be critical to informing the feasibility work other areas could be reduced or carried out at a later date, depending on the availability of further resource. If for example the Seachange funding bid was not successful then the market testing element of the work could be reduced or delayed as this was an area that was important to the outcomes more associated with the Single Programme element of funding.

4.0 FINANCIAL IMPLICATIONS AND RISK

- 4.1 A risk associated with this approach is that HBC regeneration match funding may be used to prepare the detailed information for the second bid to Seachange in June 2009 with no guarantee that the bid will be successful. As indicated above however the arrangements being made to deliver the feasibility work have looked at maximising the role of HBC 'in house' provision where possible which will provide further benefit to the authority. In addition, the completion of this design and development work could be used as the basis for further funding bids to as yet unidentified regeneration funding opportunities, which can arise at short notice or as part of longer term programmes. So this work will also allow the authority to be more prepared to

take advantage of future opportunities if the second Seachange bid is unsuccessful.

4.2 At the meeting on 21st November 2008, the Portfolio holder was asked to approve the Council contribution towards this scheme from the Regeneration match funding capital fund, which forms part of the Council's approved capital programme. Following subsequent advice from the Assistant Chief Finance

Officer, it would appear that the proposed design works for this scheme do not qualify as capital expenditure (as there is no guarantee that this will subsequently lead to the implementation of a capital project, this being dependent upon the securing of additional external funds) and cannot therefore be directly funded from the Regeneration match funding capital budget. Therefore, an alternative funding strategy is needed. This alternative strategy would involve funding other capital expenditure, which it was originally planned to fund from Revenue Contributions to Capital Outlay (RCCO)'s, from the Regeneration match funding capital budget. The RCCO's would then be released to fund these works.

5.0 RECOMMENDATIONS

5.1 The Portfolio Holder is requested to:-

Agree the detailed cost plan that explains how the previously approved brief will be delivered; and note the update with regard to the funding applications and the implications for the previously agreed HBC match funding resource.

Seaton Carew Regeneration Feasibility Study - Draft Cost Plan

This cost plan should be read in conjunction with the draft Seaton Carew Regeneration Feasibility Study briefing document. These costs have been prepared based on the draft brief and therefore represent a draft fee estimate for the works. Disbursement costs for potential surveys have not been included, though time has been incorporated for environmental work.

Requirement 1: Examine existing land-uses within the wider Seaton Sands area and consider realistic opportunities for rationalization and development which will improve the physical coherence of the area and strengthen the economic viability of the main development site.

Work required: Landscape architecture; landscape spatial analysis; masterplanning; economic feasibility work; recreation and leisure analysis. Identify environmental and heritage constraints and opportunities. Identify key land use policy for the area.

Discipline	Resource	Fee (£)
Landscape Architecture	HBC landscape architect	2,258.63
Landscape Architecture	Scott Wilson landscape architect	1,687.50
Planning	Scott Wilson Planner	840.00
Economic Feasibility	RHA (see lump sum, below)	0.00
Archaeology & Heritage	Tees Archaeology	320.04
Ecology	HBC ecologist (overhead service)	0.00
Total		5,106.17

Requirement 2: Produce a coherent set of design options for public realm and landscape improvements which will enhance the character of the resort and improve its attractiveness for visitors, local residents, existing businesses and potential investors.

Work required: Landscape architecture and urban design; tourism development; digital media specialists (for presentation purposes); consultation specialists (for public consultation). Review potential linkages into existing underused features, including environmental and heritage issues.

Discipline	Resource	Fee (£)
Landscape Architecture	HBC landscape architect	2,891.04
Landscape Architecture	Scott Wilson landscape architect	2,160.00
Civic Art & Design	Scott Wilson civic artist/designer	1,944.96
Urban Design	Scott Wilson urban designer	3,000.00
Urban Design - technical	Scott Wilson technician	1,125.00
Digital Media (see below)	Scott Wilson digital artist	0.00
Digital Media (see below)	Scott Wilson digital technician	0.00
Archaeology & Heritage	Tees Archaeology	320.04
Ecology	HBC ecologist (overhead service)	0.00
Total		11,441.04

Requirement 2a: Take account of specific requirements of the Sea Defence Strategy Study.

Work required: Liaison capabilities with the Sea Defence consultants; awareness of sea defence requirements and impacts.

Discipline	Resource	Fee (£)
Civil Engineering	Scott Wilson civil engineer	840.00
Civil Engineering	Scott Wilson coastal protection engineer	600.00
Landscape Architecture	HBC landscape architect	481.84
Landscape Architecture	Scott Wilson landscape architect	360.00

2.3
APPENDIX 1

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2.4
APPENDIX 1

Archaeology & Heritage	Tees Archaeology	53.34
Ecology	HBC ecologist (overhead service)	0.00
Total		2,335.18

Requirement 2b: Maintain as far as possible the open aspects and sea views in the most sensitive locations.

Work required: Landscape character and visual analysis/appraisal; visual impact assessment of any proposals; provision of high quality graphics identifying key views, impacted views and the likely impact of works on existing views.

Discipline	Resource	Fee (£)
Landscape Architecture	HBC landscape architect	1,204.60
Landscape Architecture	Scott Wilson landscape architect	1,350.00
Digital Media (see below)	Scott Wilson digital artist	0.00
Digital Media (see below)	Scott Wilson digital technician	0.00
Total		2,554.60

Requirement 2c: Take account of other environmental and physical constraints, particularly in relation to the Seaton Dunes and Common special environmental designations (SSSI, RAMSAR and SPA).

Work required: Landscape character assessment; environmental assessment; liaison with environmental organisations.

Discipline	Resource	Fee (£)
Landscape Architecture	HBC landscape architect	1,204.60
Landscape Architecture	Scott Wilson landscape architect	1,687.50
Environmental Assessment	Scott Wilson ecologist/surveyor	360.00
Environmental Assessment	HBC ecologist (overhead service)	0.00
Archaeology & Heritage	Tees Archaeology	320.04
Total		3,572.14

Requirement 2d: Take account of the Sea Change funding criteria and its partners' objectives to ensure that the proposals adequately address these key issues.

Work required: Develop design proposals and economic/tourism proposals in conjunction with the funding source requirements, aims and objectives.

Discipline	Resource	Fee (£)
Economic Appraisal	RHA (see lump sum, below)	0.00
Landscape Architecture	HBC landscape architect	301.15
Total		301.15

Requirement 2e: Consider the potential for incorporating a multi-functional open space/performance area.

Work required: Investigate key sites for the development of an integral, accessible, multi-functional space as a primary focus for events and activities.

Discipline	Resource	Fee (£)
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Landscape Architecture	HBC landscape architect	1,204.60
Landscape Architecture	Scott Wilson landscape architect	900.00
Civic Art & Design	Scott Wilson civic artist/designer	810.40
Total		2,915.00

Requirement 2f: Consider options for further enhancement to the listed Seaton Bus Station.

Work required: Investigate opportunities for further development to the Seaton Bus Station and Clock Tower in relation to a strategic Seaton Carew overview, including tourism, economics and design.

Discipline	Resource	Fee (£)
Landscape Architecture	HBC landscape architect	1,204.60
Landscape Architecture	Scott Wilson landscape architect	900.00
Civic Art & Design	Scott Wilson civic artist/designer	810.40
Economic Appraisal	RHA (see lump sum, below)	0.00
Total		2,915.00

Requirement 2g: Maintain and enhance accessibility through and within the site.

Work required: Investigate opportunities for further development of visitor traffic throughout the Seaton Carew study area. While this is likely to primarily apply to pedestrian traffic, it is envisioned that this will also include cyclists and the relation between vehicle access and parking provision and the pedestrian traffic/footway network. This will relate to existing visitor features and any proposed visitor attractions.

Discipline	Resource	Fee (£)
Landscape Architecture	HBC landscape architect	481.84
Landscape Architecture	Scott Wilson landscape architect	360.00
Traffic	Scott Wilson traffic planner/engineer	840.00
Total		1,681.84

Requirement 2h: Incorporate a sustainable development approach.

Work required: Ensure that sustainable development issues underpin any design proposals; investigate options for material selection, material 'life costs' and environmental impact.

Discipline	Resource	Fee (£)
Landscape Architecture	HBC landscape architect	481.84
Landscape Architecture	Scott Wilson landscape architect	360.00
Environmental Consultancy	HBC ecologist (overhead service)	0.00
Total		841.84

Requirement 3: Consider opportunities for other enhancements to areas surrounding and adjacent to the Seaton Sands Development Site, such as the 'backdrop zone' created by the adjacent commercial buildings, highways, Seaton Park etc, which would strengthen the character of the area, create synergies and offer the potential for other funding, and possibly including 'Living Streets' design considerations.

Work required: Ensure that the study area is not considered in isolation to the wider Seaton Carew area. Any strategy for the study area should integrate with the existing 'backdrop zone' and adjacent area and provide opportunities for enhancement within these areas.

Discipline	Resource	Fee (£)
Landscape Architecture	HBC landscape architect	1,204.60
Landscape Architecture	Scott Wilson landscape architect	900.00
Civic Art & Design	Scott Wilson civic artist/designer	810.40
Economic Feasibility	RHA (see lump sum, below)	0.00
Total		2,915.00

Requirement 4: Liaise proactively with the consultants engaged on the Sea Defence strategy Study to consider the most appropriate ways of accommodating and enhancing the requirements of that study.

Work required: Ensure that the wider considerations of Seaton Carew can be developed in harmony with any sea defence requirements, allowing for an integration of design, tourism, environmental and economic issues.

Discipline	Resource	Fee (£)
Civil Engineering	Scott Wilson civil engineer	560.00
Civil Engineering	Scott Wilson coastal protection engineer	600.00
Landscape Architecture	HBC landscape architect	481.84
Landscape Architecture	Scott Wilson landscape architect	360.00
Environmental Assessment	HBC ecologist (overhead service)	0.00
Archaeology & Heritage	Tees Archaeology	106.68
Total		2,108.52

Requirement 5: Investigate and assess the appropriateness, feasibility and deliverability of options for the key development locations taking account of the strategic objective of securing a commercial indoor visitor attraction and achieving economic benefits for the resort. This includes a requirement to carry out market testing including approaches to specialist leisure providers to assess interest and identify potential investment opportunities.

Work required: Undertake feasibility work to determine the viability of a commercial indoor visitor attraction (integrated within an overall Masterplan strategy for the wider Seaton Carew area). Market testing and consultation will be required to support the feasibility study, with clear indications given regarding potential funding and investment.

Discipline	Resource	Fee (£)
Economic/tourism Feasibility	RHA (see lump sum, below)	0.00
Total		0.00

Requirement 6: Develop and implement a proactive programme of engagement with the local community that ensures their involvement, support and 'buy in', and which affords them the opportunity to express views at key stages in the development of scheme proposals.

Work required: Undertake consultation with both the public and local businesses/key stakeholders. Consultation events allowing for public input and ongoing publicity would be required to ensure that any proposals are accessible and informed by the requirements and perceptions of local, visitors and businesses. High quality images will be required to facilitate the presentation of proposals.

Discipline	Resource	Fee (£)
Consultation specialist	RHA (see lump sum, below)	0.00
Planning	Scott Wilson Planner	1,120.00
Landscape Architecture	HBC landscape architect	2,258.63
Landscape Architecture	Scott Wilson landscape architect	1,687.50
Digital Media (see below)	Scott Wilson digital artist	0.00
Digital Media (see below)	Scott Wilson digital technician	0.00
	Total	5,066.13

Draft Fee Summary

Topic	Notes	Total
Requirement 1:	(to include RHA fees)	5,106.17
Requirement 2:	(to include Digital Media fees)	11,441.04
Requirement 2a:		2,335.18
Requirement 2b	(to include Digital Media fees)	2,554.60
Requirement 2c		3,572.14
Requirement 2d	(to include RHA fees)	301.15
Requirement 2e:		2,915.00
Requirement 2f:	(to include RHA fees)	2,915.00
Requirement 2g		1,681.84
Requirement 2h:		841.84
Requirement 3:	(to include RHA fees)	2,915.00
Requirement 4:		2,108.52
Requirement 5:	(to include RHA fees)	0.00
Requirement 6:	(to include RHA fees & Digital Media fees)	5,066.13
Ray Hopper Associates	(see inputs above)	7,200.00
Scott Wilson Digital Media	(see inputs above)	
	Photomontages (per view)- allow for 6No. at £650	3,900.00
	Animations & modelling	3,500.00
	Real Time Digital Presentation	6,000.00
	Draft Fee Total	64,353.60

FINANCE AND EFFICIENCY PORTFOLIO

Report to Portfolio Holder

27 April 2009



Report of: Head of Procurement, Property and Public Protection

Subject: EUROPEAN UNION DIRECTIVE ON THE ENERGY PERFORMANCE OF BUILDINGS (2002/91/EC) AND PROPOSED REVISIONS TO THE REQUIREMENT TO DISPLAY ENERGY PERFORMANCE CERTIFICATES

SUMMARY

1. PURPOSE OF REPORT

To update Portfolio Holder on Energy Performance of Buildings under current legislation.

To advise the Portfolio Holder upon the implications of the proposed European Union revision to the existing Energy Performance in Buildings Directive.

2. SUMMARY OF CONTENTS

The report gives details of the requirements of the existing European Union Directive on the Energy Performance of Buildings (2002/91/EC).

The report gives details of the proposals to extend the scope of the directive to Display Energy Performance Certificates and provide energy advisory reports from December 1st 2010.

The report identifies actions required to comply with the proposed revision.

3. RELEVANCE TO PORTFOLIO HOLDER

Portfolio holder has responsibility for the Council's land and Property Management.

4. TYPE OF DECISION

Non key.

5. DECISION MAKING ROUTE

Finance and Efficiency Portfolio Holder only.

6. DECISION(S) REQUIRED

That the Portfolio Holder notes the report

Report of: Head of Procurement, Property and Public Protection

Subject: EUROPEAN UNION DIRECTIVE ON THE ENERGY PERFORMANCE OF BUILDINGS (2002/91/EC) AND PROPOSED REVISIONS TO THE REQUIREMENT TO DISPLAY ENERGY PERFORMANCE CERTIFICATES

1. PURPOSE OF REPORT

- 1.1 To update Portfolio Holder on Energy Performance of Buildings under current legislation.
- 1.2 To advise the Portfolio Holder upon the implications of the proposed European Union revision to the existing Energy Performance in Buildings Directive.

2. BACKGROUND

- 2.1 European Union Directive on the Energy Performance of Buildings (2002/91/EC) requires an Energy Performance Certificate and advisory report to be made available to the landlord, Owner or prospective owner or tenant. The certificate must be clearly displayed in a prominent position and visible to all building users by 2008.
- 2.2 As a result of this legislation two officers within Property Services have been trained as Accredited Energy Assessors rather than bring in the service from the private sector. One member of staff has unfortunately left the Council, but the second member of staff will now be leading on the production of certificates in the future. This is a service that could be extended to outside organisations in time.
- 2.3 Existing legislation for buildings with a gross floor area of 1000m² or greater require the provision of Display Energy Certificates and advisory reports. There are 55 buildings in our property portfolio that need to be actioned:
 - Children's Services - 34 schools
 - Public buildings - 21 non schools
- 2.4 The proposed European Union revision to the Energy Performance in Buildings Directive's is to delete the 1000m² threshold and extend

the scope of the directive to all Council Property of 250m² or over in gross internal floor area. This will increase the number of properties by an additional 35 properties:

- Children's Services - 3 Schools
- Public buildings - 32 non schools

2.5 European Union Directive on the Energy Performance of Buildings 2002/91/EC) and proposed revisions to the requirement to Display Energy Performance Certificates also require the review of Displayed Energy Certificates annually, and the review of advisory reports of buildings every 7 years.

2.6 The annual review of Energy Certificates will entail reassessing the energy performance of properties, using the most up to date energy performance data, and the display of an updated energy certificate.

2.7 Energy advisory reports require review every 7 years. This entails an assessment of the current building energy consumption performance data and the provision of revised recommendations to reduce energy use.

2.8 It is expected the revisions will come into force from 1st December 2010, and we will need to assess the resource implications associated with them.

3. CONSIDERATIONS

3.1 Production of a "Display Energy Certificate" requires the gathering of information specific to a building and this is then entered into government approved software. Data required includes:

- Annual energy consumption.
- Gross Internal Area of the building.
- Hours of occupation are entered and the software uses this information to compare the energy performance of the building against a benchmark of typical buildings of this type held on a government database.
- A rating of 100 would be typical for a particular building given the factors built in to the benchmark. A rating of less than 100 would indicate a more energy efficient building and a rating of more than 100 would indicate a less energy efficient one. Where insufficient data is available, a default rating of G - over 150 would automatically be issued.

- The software will produce a certificate of A3 size giving the rating for the building. This certificate must be displayed in a prominent position viewable by the public and must be renewed annually.
- The advisory report which is produced and identifies a series of energy efficiency measures is valid for 7 years.

3.2 Advisory Reports:

- When a “Display Energy Certificate” is produced, a series of recommendations follow.
- These recommendations will be listed under the headings.
 - Short Payback of less than 3 years.
 - Medium Payback of between 3 and 7 years.
 - Long Payback of more than 7 years.
 - Each recommendation gives a potential impact of High, Medium or Low.
- Short payback measures are relatively easy to implement, cheap and give a quick return on investment.
- Medium payback measures deal more with small scale improvements to the building such as improvements to glazing, draught proofing etc.
- Longer payback measures would be incorporated into major refurbishments and may include improvements to insulation, boiler replacement, or the implementation of low/zero carbon technologies

3.3 The information from the Advisory Reports will be utilised for energy efficiency projects to be implemented as part of the Asset Management Workstream of the Business Transformation Programme.

4.

RISK IMPLICATIONS

- 4.1 Compliance with European Union Directive on the Energy Performance of Buildings (2002/91/EC) is a statutory requirement.
- 4.2 It is anticipated that compliance with the proposed revisions to European Union Directive on the Energy Performance of Buildings may become a statutory requirement on 1st December 2010.

- 4.3 The improved energy performance of buildings is a key contribution to our Carbon Reduction Strategy, improved use of natural resources and cost savings in consumption of energy.

5. FINANCIAL IMPLICATIONS

- 5.1 Recommendations and costs arising from advisory reports in item 3.3 will be prepared shortly for funding considerations.
- 5.2 It is anticipated that substantial investment will be required to implement advisory report recommendations. Implementation of recommendations will potentially yield a reduction of overall energy use, a reduction in overall energy costs and a reduction in CO₂ emissions.
- 5.3 A further Portfolio Holder report on Energy Management and the use of Natural resources will be presented shortly and will include a Recommendation to establish both an invest to save and CO₂ programme over a 5 year period. This will enable progress to be made towards the implementation of energy advisory report recommendations.
- 5.4 The additional 35 properties requiring the preparation of Energy Certificates and advisory reports from 1st December 2010 will require an additional staff resource of possibly 0.5 FTE. This will need to be considered with the current resources in place and also how we could market the services to other organisations. This will be considered within the restructure during 2008 / 2009 and the budget process for 2009 / 2010.

6. RECOMMENDATIONS

- 6.1 That the Portfolio Holder notes the report

7. CONTACT OFFICER

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FINANCE AND EFFICIENCY PORTFOLIO

Report to Portfolio Holder

27 April 2009



Report of: Head of Procurement, Property and Public Protection

Subject: REVIEW OF ARRANGEMENTS FOR EFFICIENCIES FROM SMARTER PROCUREMENT IN LOCAL GOVERNMENT

SUMMARY

1. PURPOSE OF REPORT

To inform the Portfolio Holder of the findings of the Review of Arrangements for Efficiencies from Smarter Procurement in Local Government carried out by former Westminster City Council Chief Executive, Bill Roots.

2. SUMMARY OF CONTENTS

The report outlines key elements of the review which affect local authorities and some of the relevant recommendations on how improved procurement practices can achieve further efficiency savings.

3. RELEVANCE TO PORTFOLIO MEMBER

Portfolio Holder is Procurement Champion.

4. TYPE OF DECISION

Non key.

5. DECISION MAKING ROUTE

Portfolio Holder only.

6. DECISION(S) REQUIRED

Portfolio Holder notes the report.

Report of: Head of Procurement and Property Services

Subject: REVIEW OF ARRANGEMENTS FOR
EFFICIENCIES FROM SMARTER
PROCUREMENT IN LOCAL GOVERNMENT

1. PURPOSE OF REPORT

1.1 To inform the Portfolio Holder of the findings of the Review of Arrangements for Efficiencies from Smarter Procurement in Local Government carried out by former Westminster City Council Chief Executive, Bill Roots.

2. BACKGROUND

2.1 The Minister of State for Local Government, John Healey has, tasked officials with implementing an independent Procurement Efficiency Review focused on how CSR07 support arrangements can best be shaped to achieve the efficiency challenge. The focus of the Roots Review, therefore, is on practical recommendations that can be quickly acted on by relevant organisations, such as the Regional Improvement and Efficiency Partnerships (RIEPs) and Local Authorities.

2.2 The review, which examines the procurement of goods, services and capital purchases to identify ways to make further efficiency savings, finds that there has been improvement in procurement practices in recent years, but that there is scope to further improve value for money and reduce the £42bn spent on external contracts by Local Government in 2007.

2.3 The review has covered the following fundamental issues:

- Assessment of the effectiveness of procurement support already provided by the Government e.g. by RIEPs, Office of Government Commerce (OGC) 4ps, including barriers to take-up of opportunities;
- Recommendations of ways to strengthen support activity and/or general procurement efficiency practice.

2.4 The report challenges councils to ‘spring clean’ their procurement systems and recommends substantial practical support for councils including the appointment of a new Local Government Procurement

Champion and greater support from RIEPs by increasing the practical procurement advice and 'best buy' information they hold.

- 2.5 The Comprehensive Spending Review (CSR07) tasked English councils to collectively make £4.9bn of cash saving efficiency gains with the expectation that nearly 60% (£2.8bn) would come from smarter procurement. The last assessment of Local Government Procurement took place in 2001 and given the economic climate an update was urgently needed.
- 2.6 The RIEPs are already helping councils reach their local targets and priorities, assist them in working collaboratively to make savings, and counsel each other how to overcome obstacles and challenges.

3. STAKEHOLDER CONSULTATION WITHIN THE REVIEW

3.1 Key points from interviews are that:

- There is a lack of procurement / commissioning skills within local authorities, particularly in shire districts;
- The landscape of support is fragmented, causing confusion to councils as to what is available and what is best for them;
- To be effective, strategy has to be developed on a sector by sector, area by area basis;
- These are still relatively early days for the development of national strategies on purchase of commodity goods and services - more can be done to promote aggregation within a devolved framework;
- These are still relatively early days for the RIEPs;
- There is much expertise outside the RIEPs including leading-edge local authorities, formal and informal consortia, that can potentially be tapped into;
- There is much potential for constructive pro-active dialogue with the private sector, who often also find the system too fragmented; and,
- There is a clear need for the production and dissemination of clear, useful procurement spend and contract information.

4. RECOMMENDATIONS OF THE REVIEW

4.1 Detailed recommendations from the review are included as **Appendix 1**, those key elements relating to local authorities are set out below:

- Local authorities to develop further links with Voluntary Community Sector, Small and Medium sized Enterprises and social enterprises, which can bring real benefits;
- Local authorities encouraged to carry out annual procurement arrangement reviews;

- Private sector to be encouraged to offer solutions to known issues, not just await tendering processes before responding;
- The local authorities engage with the efficiency actions being undertaken by the REIPs sub-regional arrangement' consortia or other alliances or partnerships;
- Where individual authorities consistently act alone and forestall partnership working in procurement, and this demonstrates poor Value for Money, this should be taken into account by the Audit Commission in assessing the Authority's Use of Resources score.

4.2 The report focuses on local government but the real challenge and opportunity is to work with other parts of the public sector. As effective procurement develops, the scope to work with other parts of the public sector in terms of alliances offers real opportunities. The driver must be to find the most effective buying agent or agency for each commodity regardless of where they sit in the public sector.

5. CONCLUSIONS

- 5.1 The Roots Review has come at an opportune time for the Council as we review our procurement function and practices within the Business Transformation Programme.
- 5.2 Recommendations from the Roots Review will be considered as we develop the programme.

6. RECOMMENDATIONS

- 6.1 Portfolio Holder notes the report.

7. CONTACT OFFICER

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1. RECOMMENDATIONS OF THE REVIEW

- 1.1 The recommendations are grouped into the following categories:
- Leadership
 - A new deal for delivering procurement support;
 - Funding and activity rebalanced more to where it is most needed;
 - Stronger flows of information;
 - Good practice checklist to challenge ineffective practices;
 - Actions for non-government organisations to consider
- 1.2 That a national champion for Procurement be appointed to take a lead role for at least two years when the nature of continuing need can be reassessed.
- 1.3 That the Procurement Champion focus efforts on key spend areas, recognising existing arrangements – where these are effective – and liaising closely with relevant Government departments
- 1.4 That the Local Government Association (LGA) through the Improvement Board and Procurement Champion promote the importance of the procurement function to local members and local authority Chief Executives
- 1.5 Working with key players across the public and private sector the RIEPs should act as the conduit for ‘best deals’. This could involve the RIEPs themselves providing procurement services or the use “pools of excellence” within local government or the wider public sector – with local authorities deciding for themselves which deals to buy into.
- 1.6 Each RIEPs’ future annual budget and work-plan should be supported by a clear statement of the achievements being sought – expressed in measurable terms.
- 1.7 It would strengthen the role of RIEPs if each RIEP Regional Director reported on the efficiency achievements of their region on an annual basis to constituent councils
- 1.8 The Department and HM Treasury should aim to promote continuity in support arrangements for RIEPs in the next spending review
- 1.9 Regional and sub regional solutions should become more widely available, driven by RIEPs, taking account of the availability of relevant expertise within local government but also including Government Departments, professional associations and 4ps etc.

APPENDIX 1

- 1.10 The work programme should include key items of guidance for councils, including skills support, and the dissemination of online advice on such issues as EU procurement rules, model contracts, Small and Medium Enterprises (SMEs), social Enterprise and Voluntary and Community Sector (VCS) engagement plans, innovative solutions, national market intelligence, and good practice.
- 1.11 As with RIEPs, the IDeA has an important national role to play in underpinning council's actions for greater efficiency through procurement. It should work with the LGA, Procurement Champion to firm up and implement a strong, effective role in CSR07
- 1.12 The Procurement Champion, in association with Office of Government Commerce (OGC), should co-ordinate and influence buying organisations and RIEPs to develop the delivery of national and regional solutions supporting the overall collaborative strategies. Key to this will be ensuring consistent communication via REIPs and local authority members of opportunities to councils from the landscape as a whole, including benefits from a collaborative approach.
- 1.13 OGC promote collation and dissemination of good practice and information on its pan-government collaboration actions, working with the Procurement Champion and RIEPs.
- 1.14 RIEPs should review their current planned work programmes and ensure that the right balance of attention and resources is given to efficiency issues, including procurement.
- 1.15 That the Department works with the LGA to agree a suitable package of resources for the Procurement Champion.
- 1.16 Each RIEP sets up a database of contracts let in its area consistent with a template set nationally, integrating with work already being undertaken across the public sector.
- 1.17 Robust supplier performance data and cost comparison information should be taken forward by the Procurement Champion as set out above.
- 1.18 There should be a concerted effort by the Procurement Champion and RIEPs to develop a robust evidence base on the potential scope for the procurement efficiency by sector and by area.
- 1.19 The importance of early engagement with likely suppliers to understand the market and the products offered. Effective specifications (that should always be seeking Value for Money) which are flexible depending on the market and what is being acquired and focused contract monitoring are critical to success. Local authorities should be encouraged to develop further their links with the VCS, SMEs and Social Enterprises. The special needs of these

organisations need to be recognised to enable them to respond to procurement and commissioning opportunities.

- 1.20 That the Procurement Champion press relevant professional organisations, OGC, RIEPs and councils as appropriate to undertake actions to improve standards of engagement with suppliers, including SMEs, Social Enterprises and VCS providers.
- 1.21 That the Procurement Champion together with the OGC and others as appropriate takes the lead in promoting and disseminating a streamlined, clear approach to implementation of European legislation.
- 1.22 That the Procurement Champion presses RIEPs, councils, professional organisations and others as appropriate to promote a 'horses for courses' approach to procurement and commissioning processes and practice. An integral part of this approach should be addressing ways to stimulate markets and removing barriers to entry for smaller suppliers.
- 1.23 That the Procurement Champion, RIEPs and/ or sub regional partnership search out and implement actions that promote both efficiency and the SME agenda, including actions already underway to enhance engagement between local authorities and different types of suppliers.
- 1.24 That the national local authority procurement champion be the focal point for encouraging local government to work closely in seeking its procurement needs with the wider public sector.
- 1.25 Information flows are vital in strengthening the pressure not only to collaborative efforts, but also in securing greater competition between suppliers and buying consortia and innovative work – good work can be stopped often by relatively junior individuals.
- 1.26 That RIEPs, in collaboration with the LGA Improvement Board, highlight to councils on at least an annual basis, the size of savings that are lost by not undertaking greater collaborative work and/ or through greater competition in the market.
- 1.27 The private sector is reticent in suggesting solutions that local authorities can buy into. There are companies that regularly win work in a particular spending or geographical area but only after responding to a tender process. An offered solution with reducing costs as more local authorities take up the offer should also have a role to play, as this should enhance Value for Money.
- 1.28 That the private sector be encouraged to offer solutions to known issues rather than await a tendering process.