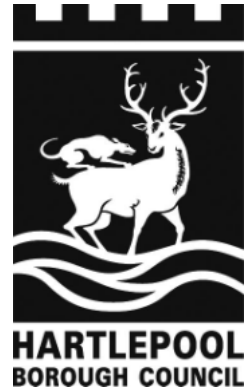


# COMMUNITY SAFETY AND HOUSING PORTFOLIO DECISION SCHEDULE



Friday, 14 August 2009

at 10.00 am

in Committee Room C, Civic Centre, Hartlepool

The Mayor, Stuart Drummond responsible for Community Safety and Housing will consider the following items.

**1. KEY DECISIONS**

No items

**2. OTHER ITEMS REQUIRING DECISION**

- 2.1 Greatham Conservation Area Visual Assessment – *Director of Regeneration and Planning Services*
- 2.2 Update On Partnership Schemes In Conservation Areas – *Director of Regeneration and Planning Services*
- 2.3 Church Street Grants - Approval Arrangements - *Assistant Director (Planning and Economic Development)*
- 2.4 Safer Hartlepool Partnership Community Cohesion Fund Proposals - *Head of Community Safety & Prevention*

**3. ITEMS FOR INFORMATION**

- 3.1 Conservation Areas At Risk – *Director of Regeneration and Planning Services*
- 3.2 Migration Impact Fund – *Head of Community Strategy*
- 3.3 Fairtrade Town Update - *Head of Procurement, Property and Public Protection*

**4. REPORTS FROM OVERVIEW OF SCRUTINY FORUMS**

No items

**COMMUNITY SAFETY & HOUSING  
PORTFOLIO**

REPORT TO PORTFOLIO HOLDER

14<sup>th</sup> August, 2009



**Report of:** Director of Regeneration and Planning Services

**Subject:** GREATHAM CONSERVATION AREA VISUAL  
ASSESSMENT

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SUMMARY

**1.0 PURPOSE OF REPORT**

- 1.1 To provide information to the Portfolio Holder on the visual assessment that has recently been carried out in the Greatham Conservation Area and request permission to take the draft document out to public consultation.

**2.0 SUMMARY OF CONTENTS**

- 2.1 The report outlines the background to the visual appraisal and briefly summarises the topics covered. It is proposed that the document is taken out to public consultation prior to being finalised.

**3.0 RELEVANCE TO PORTFOLIO MEMBER**

- 3.1 Conservation policy falls within the Portfolio.

**4.0 TYPE OF DECISION**

- 4.1 Non - key.

**5.0 DECISION MAKING ROUTE**

- 5.1 Portfolio holder only

**6.0 DECISION(S) REQUIRED**

- 6.1 That the Portfolio Holder notes the report and agrees to the public consultation for the Greatham Conservation Area Visual Assessment.

**Report of:** Director of Regeneration and Planning Services

**Subject:** GREATHAM CONSERVATION AREA VISUAL  
ASSESSMENT

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## **1. PURPOSE OF REPORT**

- 1.1 To provide information to the Portfolio Holder on the visual assessment that has recently been carried out in the Greatham Conservation Area and request permission to take the draft document out to public consultation.

## **2 BACKGROUND**

- 2.1 The Planning (Listed Buildings and Conservation Area) Act 1990 states that local planning authorities shall 'determine which parts of their area are areas of special architectural or historic interest the character and appearance of which it is desirable to preserve or enhance.' Once areas are designated it is then the 'duty of a local planning authority from time to time to review the past exercise of functions under this section and to determine whether any parts or any further parts of their area should be designated as conservation areas; and, if they so determine, they shall designate those parts accordingly.' The starting point in reviewing an existing conservation area is to carry out an appraisal.
- 2.2 Appraisals are a means of assessing the key factors contributing to the appearance and character of existing and potential conservation area appraisals. There is no formal requirement for the form and content of appraisals, or the methodology to be used, but typically appraisals cover such subjects as historic development of the area, archaeological significance, prevalent building materials, the character of open spaces, the quality and relationships of buildings and also of trees.
- 2.3 The local authority has committed to carrying out two conservation area appraisal a year. It is acknowledged that as an interim measure there is a need to carry out an assessment of the other existing conservation areas to review their boundaries and ensure that their character is clearly defined. In order to do this visual assessments will be carried out of these areas.
- 2.4 The visual assessments are based on the English Heritage document 'Guidance on conservation area appraisals'. They include desk based work considering historic plans showing the development of the area, along with on site assessments of the current state of properties within the area.

### **3. VISUAL APPRAISALS**

- 3.1 The appraisal considers the reasons for the establishment of Greatham in the 11<sup>th</sup> and 13<sup>th</sup> centuries, which were agriculture and the care of the vulnerable. It notes that both have had a continued influence on the character and appearance of the Greatham as a Conservation Area. Further to this it concludes that the continued maintenance of buildings in the area and sensitive developments over an extended period have made a positive contribution to the character of the Conservation Area.

### **4 CONSULTATION**

- 4.1 It is felt that the document would benefit from public consultation prior to its finalisation. The document will be placed on the Council's website to allow it to be considered and comments submitted to officers. A press release will notify residents of the intention to do this.
- 4.2 Local groups and interested parties will also be consulted on the documents. This will include groups such as the Conservation Area Advisory Committee, Civic Society, the Parish Council and the Hospital of God who are a major landowner in the area.

### **5 RECOMENDATION**

- 5.1 That the Portfolio Holder notes the report and agrees to the public consultation for the Greatham Conservation Area Visual Assessment.

## **COMMUNITY SAFETY & HOUSING PORTFOLIO**

REPORT TO PORTFOLIO HOLDER

14<sup>th</sup> August 2009



**Report of:** Director of Regeneration and Planning Services

**Subject:** UPDATE ON PARTNERSHIP SCHEMES IN  
CONSERVATION AREAS

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### SUMMARY

#### **1.0 PURPOSE OF REPORT**

- 1.1 To provide information to the Portfolio Holder on the recent correspondence from English Heritage regarding potential Partnership Schemes in Church Street and Stranton Conservation Areas.

#### **2.0 SUMMARY OF CONTENTS**

- 2.1 The report outlines the background to partnership schemes and the recent feedback received from English Heritage regarding an expression of interest made in January on potential Partnership Schemes in Church Street and Stranton Conservation Areas. It is proposed that an application for a Partnership Scheme in Stranton is pursued and this report sets out the approach to this.

#### **3.0 RELEVANCE TO PORTFOLIO MEMBER**

- 3.1 Conservation policy falls within the Portfolio.

#### **4.0 TYPE OF DECISION**

- 4.1 Non - key decision.

#### **5.0 DECISION MAKING ROUTE**

- 5.1 Portfolio holder only

**6.0 DECISION(S) REQUIRED**

- 6.1 That the Portfolio Holder notes the report and agrees to the proposed approach by officers investigating the potential to pursue a Partnership Scheme application for the Stranton Conservation Area.

**Report of:** Director of Regeneration and Planning Services

**Subject: UPDATE ON PARTNERSHIP SCHEMES IN  
CONSERVATION AREAS**

---

## **1. PURPOSE OF REPORT**

- 1.1 To provide information to the Portfolio Holder on the recent correspondence from English Heritage regarding potential Partnership Schemes in Church Street and Stranton Conservation Areas.

## **2 BACKGROUND**

- 2.1 A report was brought to the Portfolio Holder in March seeking authority to start the process of making an application to English Heritage for a grant of £300,000 under their Partnership Schemes in conservation areas to provide resources for building grants and funding for environmental works in Church Street and Stranton Conservation Areas.
- 2.2 Partnership Schemes in conservation areas are designed to target funding for the preservation and enhancement of conservation areas based on a partnership between English Heritage and a local authority. The Partnership Scheme could include investment from other public sources besides that from the Council. A scheme can make grants available to building owners to carry out eligible works and also undertake environmental improvements. Such schemes are aimed at conservation areas where the majority of properties are in retail and commercial use. Applications are by means of a three stage process which commenced in April 2009 and was due to finish in March 2010.
- 2.3 The expression of interest outlined a potential application for £300,000 of grant to be matched by public investment from the Council and if possible other public sources, with a total budget of £600,000.

## **3. ENGLISH HERITAGE RESPONSE**

- 3.1 English Heritage considered the expressions of interest at an internal sifting meeting. They have provided feedback on the information submitted in the form of a letter in **Appendix 1**.
- 3.2 In summary the letter provides positive feedback on the proposed scheme in Stranton noting that this would be a 'more concentrated scheme' and this 'had the most potential'. It states that the Church

Street scheme 'would cover a much larger area' and felt that for this to be considered the area 'would need to be tightened.'

- 3.3 The letter continues by stating that English Heritage felt that they could only 'support just one scheme within Hartlepool at one time'. Further to this concern is raised regarding the 'sustainability of any repair works and any public investment spent'. The letter observes that the new conservation policy which was agreed on the 19<sup>th</sup> February of this year, enabling the use of UPVC for windows in conservation areas, means that 'any conservation investment made as part of an area grant scheme would be difficult to protect in the medium/long term'.
- 3.4 The letter concludes by suggesting that the Council may wish to continue with a detailed application to the Partnership Scheme but notes that this would have to show how the 'Council would minimise the risk to any investment through a management regime for the conservation area'.

#### **4 PROPOSED PARTNERSHIP SCHEME**

- 4.1 Given the advice from English Heritage it is proposed that officers investigate further the potential for a partnership scheme in the Stranton Conservation Area.
- 4.2 Further to this to address the concerns of English Heritage in protecting any potential investment in the area it is proposed that a short appraisal and management plan for the area is produced. Along side this advice could be provided in the form of leaflets on new shopfronts, signage, development of upper floors and the streetscape to ensure that consistent guidance on the standards required is readily available to all. Consideration will also be given to introducing an area of special advert control. The intention would be to consult with owners of properties within the conservation area to gauge their reactions to the proposed scheme and the potential guidance on development within the area prior to progressing any application.
- 4.3 English Heritage has been contacted regarding the content of the letter and further guidance requested. This may necessitate a change of approach; however this will be brought back to the Portfolio Holder if appropriate.

#### **5 FINANCIAL IMPLICATIONS**

- 5.1 Should an application progress it would be in the form of a request for funding of approximately £180,000 over three years from English Heritage. This would need to be matched with funding from the Council or other public sources of investment. This would provide a total investment for the area of £360,000.



## **6 RECOMENDATION**

- 6.1 That the Portfolio Holder notes the report and agrees to the proposed approach by officers investigating the potential to pursue a Partnership Scheme application for the Stranton Conservation Area.

## APPENDIX 1



ENGLISH HERITAGE

NORTH EAST REGION

Mr Peter Graves  
Conservation Officer  
Dept of Regeneration & Planning  
Hartlepool Borough Council  
Bryan Hanson House  
Hanson Square  
Hartlepool  
TS24 7BT

Direct Dial: 0191 269 1232  
Your ref: PG/pg/./2009  
Our ref: PF6005/0002 & 3/0001  
Date: 14 July 2009

Dear Peter

**PARTNERSHIP SCHEMES IN CONSERVATION AREAS APPLICATION  
STRANTON AND CHURCH STREET**

Firstly I must apologise for the delay in writing to you following our internal grant sift meeting at which your applications were considered. I spoke to Sarah and passed on initial feedback but am now setting out our more detailed thoughts.

The applications were discussed at one of our grant sift meetings. We discussed both applications and felt that they could both work well and show potential.

**Stranton:** would be a more concentrated scheme looking mainly at the parade of shops – this could have a greater impact in this locality, particularly if the entire terrace could be restored.

**Church Street:** would cover a much larger area but is a key route through the town. We did feel however that the area which it covered would need to be tightened in order to increase the possible impact of any funding scheme. This proposal also included listed buildings which are outwith the conservation area boundary and therefore unfortunately ineligible for funding under a conservation area scheme.

We also felt that we could support just one scheme in Hartlepool at one time and felt that Stranton had the most potential in terms of the works required and the impact of a scheme.

Whilst it was agreed that both schemes have potential, there are serious concerns about the sustainability of any repair works and any public investment spent. We understand the Council's reasons for adopting its recently amended policy relating to replacement windows, however, this does mean that any conservation investment made as part of an area grant scheme would be difficult to protect in the medium/long term. As you are aware from the Headland Scheme, with any scheme, we do look to see that the partner Local Authority has strong conservation policies in place in order to protect the public investment made.

We have recently reviewed our Partnership Schemes in Conservation Areas grant pack and I will forward the link to the new pack to you shortly. The changes are fairly minimal but

BESSIE SURTEES HOUSE, 41-44 SANDHILL, NEWCASTLE UPON TYNE, NE1 3JF

Telephone: 0191 269 1200 Facsimile: 0191 261 1130

English Heritage operates an access to information policy



ENGLISH HERITAGE

they do offer more flexibility which is a very positive step (for example, the requirement for no more than 40% of funding to be targeted towards architectural reinstatement has been removed).

If you feel that you would still like to continue with a detailed application on this basis (and we can obviously be flexible on the submission dates), we would need to see how the Council would minimise the risk to any investment through a management regime for the conservation area.

If you have any queries regarding the above, please do not hesitate to contact me.

Yours sincerely



Catherine Dewar  
Historic Areas Advisor  
North East Region

## **COMMUNITY SAFETY AND HOUSING PORTFOLIO**

Report To Portfolio Holder  
14<sup>th</sup> August, 2009



**Report of:** Assistant Director (Planning and Economic Development)

**Subject:** Church Street Grants - Approval Arrangements.

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### **SUMMARY**

#### **1.0 PURPOSE OF REPORT**

- 1.1 To seek endorsement of the approval arrangements for a small scale grants scheme focused on Church Street.

#### **2.0 SUMMARY OF CONTENTS**

- 2.1 The report outlines the support that is available to businesses for small scale maintenance works and decoration to properties in Church Street. The report describes a suggested approval process for grant applications that is based on arrangements agreed for similar previous grant schemes, in conservation areas.

#### **3.0 RELEVANCE TO PORTFOLIO MEMBER**

- 3.1 The Portfolio Holder is responsible for conservation issues and is currently responsible for the approval of existing conservation grant applications, it is suggested the same approval route be used for these additional Church Street grants.

#### **4.0 TYPE OF DECISION**

- 4.1 Non-Key.

#### **5.0 DECISION MAKING ROUTE**

- 5.1 Community Safety and Housing Portfolio Holder. .

**6.0 DECISION(S) REQUIRED**

6.1 The Portfolio Holder is requested to:

- i) Endorse the suggested approval arrangements for the Church Street grant scheme.

**Report of:** Assistant Director (Planning and Economic Development)

**Subject:** Church Street Grants - Approval Arrangements

---

**1. PURPOSE OF REPORT**

- 1.1 To seek endorsement of the approval arrangements for a small scale grants scheme focused on Church Street.

**2. BACKGROUND**

- 2.1 The current condition of Church Street has been highlighted by the recent appraisal of the Church Street Conservation Area. The appraisal review highlighted that generally Church Street has decent occupancy rates when compared to historical levels, although there is an increasing number of empty properties. The appraisal did however identify emerging issues regarding maintenance levels of private properties and the public realm. This scheme will help to support businesses and property owners in addressing some of these issues.
- 2.2 The Church Street grant scheme has £55,000 allocated for small scale improvements to business properties for the financial year 2009/10 from Hartlepool Borough Council capital funds. Given the limited total amount of funding available this resource has been aimed at supporting business and property owners with small scale repairs and re-decoration of their properties.
- 2.3 Focusing the grant eligibility to these types of works and limiting the total amount available to individuals will allow the maximum number of property owners to benefit from the grant scheme. Through encouraging owners to invest in the external appearance of their properties this will help to provide an immediate and visible uplift to the street.
- 2.4 Although the main focus of the scheme will be smaller grants some provision has been made to allow the approval of larger grants within the scheme. There are a small number of empty properties in the street and if more substantial schemes were to come forward for these buildings larger grant contributions would be considered. Funding would only be available if the grant funding works directly resulted in the re-use of the empty property through the creation of a new

business and or jobs or if a significant uplift for the street could be achieved.

- 2.5 The grant improvements will complement the recent HBC investment in Church Street which has been completed as part of the ongoing programme of HBC works across the town. The works have included the repair and decoration of street furniture, repainting the road markings and the rationalisation of the planters in the street. The grant scheme will also complement the other major investment in the area associated with the train station and the Interchange development. The cumulative effect of these investments should help to further support the long term future of businesses in Church Street and provide an uplift prior to the Tall Ships event.

### **3. MANAGEMENT AND DELIVERY ARRANGEMENTS**

- 3.1 Officers in the Regeneration team will be delivering the scheme, working closely with the Conservation Officer. Site visits to interested parties are followed up with an agreed work schedule. The applicant will then submit an application form and three independent and comparative quotations for the works. This information will form the basis of a grant report that will assess if the works are eligible and calculate the overall grant contribution. The grants will be administered utilising powers under section 58 of the Listed Building Act 1990. The grant report will then require the agreement and signature of the Assistant Director (Planning and Economic Development) and the Community Safety and Housing Portfolio Holder.

### **4. FINANCIAL IMPLICATIONS**

- 4.1 There are no financial implications linked to the report as the funding has been approved previously. The report outlines the management and delivery arrangements for these funds which includes a small management fee to cover staff costs for the Regeneration Team in delivering this scheme.

### **5. RECOMMENDATIONS**

- 5.1 The Portfolio Holder is requested to:
- i) Endorse the suggested approval arrangements for Church Street grant scheme.

**COMMUNITY SAFETY & HOUSING PORTFOLIO**

Report To Portfolio Holder

14<sup>th</sup> August 2009**Report of:** Head of Community Safety & Prevention**Subject:** SAFER HARTLEPOOL PARTNERSHIP  
COMMUNITY COHESION FUND PROPOSALS

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**SUMMARY****1.0 PURPOSE OF REPORT**

To consider the recommendations of the Safer Hartlepool Partnership (SHP) Community Cohesion Grants Panel in respect of applications for community cohesion funding.

**2.0 SUMMARY OF CONTENTS**

Proposed awards for community cohesion grants are as follows:

<u>Project</u>	<u>Recommended</u>
Manor West Youth Project	£440
Dent/Derwent Area Residents Assoc.	£308
Hart Gables	£1,000
.	<b>£1,748</b>

**3.0 RELEVANCE TO PORTFOLIO MEMBER**

Portfolio holder has responsibility for community safety, which includes community cohesion grants.

**4.0 TYPE OF DECISION**

Non key.

**5.0 DECISION MAKING ROUTE**

Community Safety & Housing Portfolio on 14<sup>th</sup> August 2009.



## **6.0 DECISION(S) REQUIRED**

The Portfolio Holder is recommended to agree the recommendations of the SHP Community Cohesion Grants Panel in respect of three applications for funding to support community cohesion related projects totalling: £1,748.

**Report of:** Head of Community Safety & Prevention

**Subject:** SAFER HARTLEPOOL PARTNERSHIP  
COMMUNITY COHESION FUND PROPOSALS

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**1. PURPOSE OF REPORT**

- 1.1 To consider the recommendations of the Safer Hartlepool Partnership (SHP) Community Cohesion Grants Panel in respect of applications for community cohesion funding.

**2. BACKGROUND**

- 2.1 Community cohesion, as defined by the Department for Communities and Local Government is: "What must happen in all communities to enable different groups of people to get on well together. A key contributor to community cohesion is integration, which is what must happen to enable new residents and existing residents to adjust to one another."
- 2.2 One of the annual priorities for the Safer Hartlepool Partnership under its strategic assessment process is that of public reassurance and community engagement. The lead for delivery of activity under this priority rests with the SHP Reassurance & Community Engagement themed group. This group has the remit to oversee initiatives, which fulfils the criteria for community cohesion funding, a key element of which is positive engagement and integration within communities across Hartlepool. A Community Cohesion grants panel has been formed, which comprises of members from that themed group, with fund administration undertaken by Hartlepool Voluntary Development Agency.
- 2.3 A copy of the application form, which contains examples of cohesion and criteria by which applications will be considered is attached at **Appendix 1**. The maximum grant for organisations in one year has been agreed to be £5,000.
- 2.4 The SHP allocated £15,000 from 2008/09 and £15,000 from 2009/10 to be spent on projects which contributed to community cohesion.

- 2.5 The Safer Hartlepool Partnership Community Cohesion Grants Panel met on 21<sup>st</sup> July 2009 and recommended the applications outlined at paragraph three for approval.

### 3. PROPOSALS

#### 3.1 Manor West Youth Project

Funding is sought for two students currently on the Global Exchange programme to attend summer camp at Peat Rigg along with other youths from the Owton area.

The group works in partnership with both statutory and voluntary organisations to provide social educational and leisure opportunities for young people that build self esteem and divert young people from anti-social behaviour or criminal activities.

The group would like to send two Global Exchange students (1 from Ethiopia and 1 from Oxford who are currently on placement with the group) to summer camp at Peat Rigg, along with 26 youths from the Owton area. The project encourages greater cross cultural interactions between people from different backgrounds and creates similar life opportunities. It also enables people from different backgrounds to come together and experience new opportunities collectively.

Total cost of project:	£6160
Grant Panel recommendation:	£440

#### 3.2 Dent/Derwent Area Residents Association

Funding is sought for an intergenerational 'afternoon tea' activity.

The group was set up to safeguard and promote the interests of residents in the area and to provide social, leisure and educational activities in order to improve the quality of life of residents.

Funding is requested for children/parents to host afternoon tea activities for approximately 20 elderly residents. Children will be involved in the preparation of the food and the venue. The children will also be able to chat with the elderly residents about the types of food available when they were young, rationing etc. as well as simple knitting and sing-a-long.

Total cost of project	£380
Grant Panel recommendation:	£380

### 3.3 Hart Gables

Funding is sought for publicity costs and the cost of workshops for alternative therapies, circus skills, art, drumming and Tai Chi to be held at 'The Gaymes' event in September.

Hart Gables is a user led, registered charity (No. 1109704) which is governed by a democratically elected management committee consisting of people who are lesbian, gay, bisexual and heterosexual. Its aim is to promote equality and diversity, advance education, eliminate discrimination in relation to LGBT people, raise awareness and provide information, advice and support.

The Gaymes is an event designed to bring different communities together e.g. the lesbian, gay, bisexual and transgender community and mainstream communities to break down barriers. In 2007 the event attracted 120 people and in 2008 attendance had increased to 250.

Total cost of project:	£2,500
Grant Panel recommendation:	£1,000

## 4. FINANCIAL IMPLICATIONS

- 4.1 The Community Cohesion grant budget totals £30,000 in 2009/10. The Portfolio Holder has previously approved applications totalling £9,340. Approval of the three applications outlined above would leave £18,912 to allocate.

## 5. RECOMMENDATIONS

- 5.1 The Portfolio Holder is recommended to agree the SHP Community Cohesion Grants Panel recommendations in respect of three applications for funding to support community cohesion related projects totalling £1,748.

### Contact Officer:

Brian Neale  
Crime & Disorder co-ordinator  
Tel: 01429 405584.  
E.mail : [brian.neale@hartlepool.gov.uk](mailto:brian.neale@hartlepool.gov.uk)

## BACKGROUND PAPERS

Individual grant applications.

## 2.4 APPENDIX 1 HARTLEPOOL COMMUNITY COHESION FUND APPLICATION FORM

Name of Group:.....

Name of Activity/Project:.....

**Please be specific and confine your answers to the spaces  
provided.**

**Do not use continuation sheets**

**1 Describe the activity that you wish to do**

**2 What evidence do you have that people in your community want/need this activity?**

**3 When do you expect the activity paid for by the Fund to**

**BEGIN ?**

**END ?**

**4 How will the activity contribute to community cohesion principles? (see attached sheet)**

Describe how the activity addresses the difficulties faced by your target group.

**5 What benefits do you expect to achieve and how will you measure how successful you have been?**

**6 Please estimate how many people will benefit from the activity/project**

**7 How much will the activity cost in total?**

**£**

**8 How much Community Cohesion Funding do you need for this activity?**

**£**

**9 How do you intend to finance the costs not covered by Community Cohesion funding?**

**10 Please give a breakdown of how much will be spent on different aspects of the activity/project and indicate (by ticking) in the first column which items are to be specifically funded by the grant:**

**£**

<b>TOTAL COSTS</b>		<b>£</b>

## About you and your group

<b>Main Contact</b>		<b>Second Contact</b>	
---------------------	--	-----------------------	--

<b>Address</b>		<b>Address</b>	
<b>Postcode</b>		<b>Postcode</b>	

<b>Tel no.</b> (day)		<b>Tel no.</b> (day)	
<b>Tel no.</b> (evening)		<b>Tel no.</b> (evening)	
<b>e-mail</b>		<b>e-mail</b>	

<b>What are the best times to telephone the main contact ?</b>	
--	--

<b>If you have any communication needs, what are they?</b> <i>(please tick as appropriate)</i>
Textphone <input type="checkbox"/> Sign Language <input type="checkbox"/> Other language <input type="checkbox"/> please say which:
Other (please specify)

<b>In which geographical area(s) (e.g. district, borough, ward, or estate) does your group work?</b>	
--	--

<b>Considering the activity you wish to undertake, which sections of the community is specifically targeted (ie young people, elderly, BME etc):</b>
--

**If your group is not based in Hartlepool then you must obtain a letter of endorsement from a relevant Hartlepool based group in support of the application.**

<b>Please describe what your group does:</b>
--

<b>PLEASE ENCLOSE A COPY OF YOUR CONSTITUTION OR SET OF RULES</b>
<b>How many people are involved in running your group?</b>

Number of Committee Members		Number of paid Staff working 30 hours or more	
Number of Volunteers		Number of paid Staff working under 30 hours	

When was your group formed?	
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Please enclose a set of your most recent accounts. If you are a new group please provide projected income and expenditure for the next 12 months.

Name of group's bank account to which cheque will be made payable (If you do not have a bank account please contact HVDA on 01429 262641)	
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HVDA will need to share information regarding your application with third parties (Grants Panel members), please state if you agree to this: YES / NO *(delete as appropriate)*

**Declaration: to be signed by two authorised signatories from the group, as detailed in the Contact Section of this form.**

We, the undersigned representatives of the group making this application, confirm that the information provided is accurate to the best of our knowledge. Should the application be successful we agree to ensure that proper records are maintained of the funded activities and to provide monitoring and financial information as and when required.

Signature	Name in Block Capitals	Position in Group	Date
1			
2			

**Check list:**

Have you included the following documents with this application (✓)

Your group's rules or constitution	
Your annual accounts or statement of income and expenditure for the last 12 months	

**Please return the complete application to the Grants Administrator,  
Hartlepool Voluntary Development Agency,  
Rockhaven, 36 Victoria Road, Hartlepool TS26 8DD**

**Tel. 01429 262641**

**Fax. 01429 265056**

**PLEASE NOTE:** Information in this form will be used for monitoring purposes and will be recorded in a database. However, individual details will not be made public without permission.



NAME OF GROUP.....

**TO ASSIST THE COMMUNITY COHESION FUND GRANTS PANEL MAKE THEIR DECISION THEY NEED TO KNOW THE TYPES OF PEOPLE WHO WILL BENEFIT FROM YOUR PROJECT**

Please indicate the **expected/estimated number of people in each category who are likely to benefit** from your project. It is likely that the people that your project will benefit can be classed under a number of categories but please limit the categories you select to a **maximum of five**.

Categories of beneficiary	Number
Local Residents	
Children (up to 13 years)	
Young People aged 13 - 25	
People aged 26 - 49	
People over 50 years	
People who are from black and ethnic minorities	
People with disabilities	
Unemployed people	
Lone Parents	
Ex-offenders	
Drug users	
Refugees/Asylum seekers	
Homeless people/rough sleepers	
People with basic skills needs	
Travellers	
Bisexual, Gay, Lesbian & Transgendered	
Other (please describe)	

**IF YOUR APPLICATION IS SUCCESSFUL YOU WILL NEED TO KEEP:**

- Records of the number of people who benefit under the categories that you have indicated above
- Copies of relevant receipts/invoices for items or services purchased with the award

THIS INFORMATION WILL BE REQUIRED TO COMPLETE A MONITORING FORM APPROXIMATELY 1 MONTH AFTER YOUR PROJECT ENDS.

**DOCUMENTS STORED AT HVDA RELATING TO GRANT APPLICATIONS ARE INSPECTED BY AUDITORS ON BEHALF OF HARTLEPOOL BOROUGH COUNCIL TO ENSURE THAT THE DECISIONS MADE BY THE GRANTS PANEL HAVE BEEN BASED UPON THE APPROPRIATE CRITERIA AND THAT THE FUNDED ACTIVITY HAD TAKEN PLACE AND WAS PAID FOR BY THE AWARD.**

# THE COMMUNITY COHESION FUND

PROMOTING GREATER COHESION WITHIN COMMUNITIES HAS FORMED AN IMPORTANT STRAND OF GOVERNMENT POLICY SINCE 2001. IN 2007 THE MAJOR RESPONSIBILITY FOR COMMUNITY COHESION MOVED TO THE DEPARTMENT FOR COMMUNITIES AND LOCAL GOVERNMENT WHO DEFINED COMMUNITY COHESION AS “... WHAT MUST HAPPEN IN ALL COMMUNITIES TO ENABLE DIFFERENT GROUPS OF PEOPLE TO GET ON WELL TOGETHER. A KEY CONTRIBUTOR TO COMMUNITY COHESION IS INTEGRATION WHICH IS WHAT MUST HAPPEN TO ENABLE NEW RESIDENTS AND EXISTING RESIDENTS TO ADJUST TO ONE ANOTHER.”

## COMMUNITY COHESION PRINCIPLES

- Provide support to build capacity, confidence and trust within communities, which leads to greater resilience and sense of belonging to their neighbourhood.
- Encourage greater cross cultural, cross community (communities of interest and geographical) activities to encourage meaningful interactions between people from different backgrounds.
- Strengthen communities using community safety themes of crime prevention and addressing anti social behaviour.
- Ensure that people from different backgrounds can have similar life opportunities.
- Building the capacity of local people to participate in the improvement of their own areas
- Enabling different communities to come together to improve greater understanding and cohesion between groups in Hartlepool.
- Generate and create opportunities to work constructively with a broad range of agencies enabling people from different backgrounds to come together and experience new opportunities collectively.
- Shared future vision and a safe sense of belonging to the whole community.

## WHAT IS COMMUNITY COHESION?

Community cohesion can seem intangible, making it hard to explain or justify what works to build cohesion and so get support for it. A community in which nearly everyone is similar is not automatically cohesive.

Cohesion is not about trying to make everyone the same; it is about giving people the skills to respect difference, to cope with change and welcome new residents.

Differences between people go much wider than race or faith – age, income, class or even lifestyle may be the cause of divides in some areas.

Cohesion is about trying to influence attitudes and behaviours.

Cohesion is about people pulling together – people helping each other.

Even the level of deprivation, which is the strongest influence on cohesion, can only explain a few percentage points of difference.

Improving cohesion is about addressing multiple issues at the same time.

Research suggests that there are relationships between cohesion and a number of areas, including:

- Community empowerment including people helping each other out, coming together to solve problems and trusting one another
- Volunteering
- Equalities and perceptions of fair treatment
- Preventing crime and anti social behaviour
- Sense of belonging and having friends from different backgrounds, which will bring other benefits.

There is a risk that cohesion can become over focussed on ethnic minorities – when it is about everyone in society.

## **FACTORS WHICH CAN AFFECT COMMUNITY COHESION**

- Low level of pride in local area or some groups not feeling they belong.
- Low level of trust of others, or of or by some particular groups.
- Fear of crime, feeling unsafe after dark or fear of racist crime.
- Low levels of people having friends in another ethnic group.

## **EXAMPLES OF COMMUNITY COHESION**

Delivery of English for Speakers of Other Languages (ESOL)

Connecting Cultures sessions involving minority and minority ethnic groups sharing food and talking about their history and culture with each other

Events organised with the aim of bringing the community together to recognise similarities rather than differences (evidenced outcomes necessary)

Mini clean sweeps organised in areas

A service giving young people from a range of different backgrounds and communities the opportunities to interact in a structured and creative environment

Reducing the negative perceptions of young people and increase intergenerational understanding of all young people. By engaging different generations together, stereotypes can be challenged, and the fear of crime reduced and cohesion strengthened. Encourage more intergenerational activities, bringing different generations together in structured environments to learn new skills, enjoy fun events, and participate in sport, art and culture and to share life experiences and learn from each other

Positively working to bring young people from a range of backgrounds together to engage in positive structured activities, and in so doing, create better understanding of each other.

In many areas a key issue is territorialism among young people. You may wish to engage with them or youth workers to identify where they feel unsafe or where they feel the borders or flashpoints are.

Helping young people develop the skills necessary to participate positively in the local community.

Encourage intergenerational understanding (ie war veterans talking with pupils about their wartime experience, or a local history project promoting intergenerational insight)

One off events ie cross cultural/intergenerational cooking project

Continue to develop initiatives and work in partnership to counter anti social behaviour (including homophobic abuse/racism/ageism etc) and counter the fear of crime.

Promote the positive initiatives involving diverse communities

Bringing together owner occupiers and tenants on estates

Hold specific events that will bring different communities together either geographical communities or communities of interest/culture, enable different groups of people to come together to share a common experience. Ensure that these events have a clear purpose and outcome.

Develop a project to counter negative stereotyping and common perceptions to promote the achievements of all groups working towards community cohesion.

Stereotypes and common perceptions instead of myths and myth busting

Bringing different communities together in constructive positive activities or alternatively offering pro social activities to those who have become disengaged from the community, helping to build strong and positive relationships between people from different backgrounds.

Enable different groups of people to come together to share their different perspectives, and work together to reach a common and better vision for them all giving groups a strong sense of shared belonging and focus on commonalities rather than difference.

Challenge stereotypes and encourage genuine cross cultural and cross faith relationships to be developed.

Ability to bring people together in a supportive environment offering a range of activities to improve and enhance their life opportunities.

Enabling members of the local community to interact in a structured environment creating a sense of shared local values and community across cultures and generations.

Community structures can be key to bringing people together and also in calming tensions. Questions which can be asked are:

- What youth provision is there?
- What are the range of organisations involved in community cohesion and the operational links between them?
- What voluntary and community groups are active in what area? What services to they provide?
- Are faith groups undertaking service or support provision? Where are they and what do they do? Are there interfaith groups?

The Community Cohesion Fund Grants Panel has a responsibility to ensure a balance of small to large grants. Grants of up to £5,000 can be awarded for single projects or activities. The maximum award per group in any one year is £5,000.

### **THE CRITERIA BY WHICH APPLICATIONS WILL BE CONSIDERED**

- Specific items and a breakdown of the costs must be provided in the application. If the amount required is less than the cost of the entire project the specific items that require funding must be indicated
- Does it respond to local needs and priorities?
- Does it have the support of the relevant community?
- Will it increase community involvement or empowerment?
- Does it add to existing levels of community activity?
- Does it provide value for money in increasing skills and knowledge and encouraging community participation?
- Does it contribute to a distribution of funding which reflects the needs of a diverse community?
- Does the group have a commitment to equal opportunities in its working practices?

### **ITEMS INELIGIBLE FOR COMMUNITY COHESION FUNDING**

- Activities undertaken outside of England
- Any costs that do not represent an additional cost exclusively incurred as a result of work carried out for the purposes of the Community Cohesion programme
- Overheads allocated or apportioned at rates materially in excess of those used for similar work carried out by the organisation
- Costs paid or liabilities incurred before signature of any funding agreement letter
- The cost of work or activities that any other person has a statutory duty to undertake
- Political or exclusively religious activities
- Payments made for contracts worth £5,000 or more, not let by competitive tender
- The construction or acquisition of buildings/the acquisition of freehold or leasehold rights over land
- Unpaid liabilities/provisions/contingent liabilities/contingencies
- Payments in advance of need/interest charges
- Service charges arising on finance leases, hire purchase and credit arrangements
- Costs resulting from the deferral of payments to creditors
- Depreciation and amortisation of fixed assets, or any part of the cost of fixed assets, paid for by this grant
- Payments for unfair dismissal/redundancy payments and compensation for loss of office
- Payments into private pension schemes/payments for unfunded pensions
- Bad debts arising from loans to trustees, proprietors, partners, employees, directors, shareholders or guarantors of the programme manager, or a person connected with any of these
- Gifts, prizes and alcohol
- Entertaining/Travel and subsistence that would give rise to a taxable benefit were the cost to be incurred by, but not borne by, an individual.
- VAT that is reclaimable by the funded organisation or becomes reclaimable during the period that the organisation benefits from grant funding/other tax (except PAYE)
- Statutory fines and penalties/criminal fines and damages

## **COMMUNITY SAFETY & HOUSING PORTFOLIO**

REPORT TO PORTFOLIO HOLDER

14<sup>th</sup> August, 2009



**Report of:** Director of Regeneration and Planning Services

**Subject:** CONSERVATION AREAS AT RISK

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### SUMMARY

#### **1.0 PURPOSE OF REPORT**

- 1.1 To provide information to the Portfolio Holder of the recent inclusion of three conservation areas from Hartlepool on the Heritage at Risk Register launched by English Heritage in June 2009.

#### **2.0 SUMMARY OF CONTENTS**

- 2.1 The report outlines the background to the document produced by English Heritage entitled 'Buildings at Risk'. This year the document has been extended to include conservation areas. As a result three of Hartlepool's Conservation Areas have been included on the at risk register.

#### **3.0 RELEVANCE TO PORTFOLIO MEMBER**

- 3.1 Conservation policy falls within the Portfolio.

#### **4.0 TYPE OF DECISION**

- 4.1 Non - key.

#### **5.0 DECISION MAKING ROUTE**

- 5.1 Portfolio holder only

#### **6.0 DECISION(S) REQUIRED**

- 6.1 That the Portfolio Holder notes the report

**Report of:** Director of Regeneration and Planning Services

**Subject:** CONSERVATION AREAS AT RISK

---

## **1. PURPOSE OF REPORT**

- 1.1 To provide information to the Portfolio Holder of the recent inclusion of three conservation areas from Hartlepool on the Heritage at Risk Register launched by English Heritage in June 2009.

## **2 BACKGROUND**

- 2.1 In 1998 English Heritage published the first buildings at risk register. The register includes listed buildings that are grade I and grade II\* which are deemed to be at risk due to neglect or decay. The register is compiled using information provided by local authorities rather than English Heritage surveying the buildings themselves.
- 2.2 The register was expanded in 2008 to include scheduled ancient monuments, registered historic parks and gardens, registered battlefields and protected wreck sites. It also became known as the 'Heritage At Risk Register'.
- 2.3 This year in the 2009 register English Heritage have decided to include conservation areas. The aim of the campaign is to raise awareness of the existence of conservation areas, the issues that they face and how the local community can become involved in their management.

## **3. HERITAGE AT RISK REGISTER 2009**

- 3.1 Conservation areas defined as being at risk are those which were judged to have deteriorated in the past three years or were likely to deteriorate in the next three years.
- 3.2 In Hartlepool the following three out of eight areas were deemed to be at risk:
- Church Street
  - Grange
  - Headland
- 3.3 The information in informing the decision to place conservation areas at risk was collected in the summer of 2008. Since this time there have been some changes to the context in which these areas can be considered in. Most notably a clear policy is now available on UPVC

windows and financial assistance is being provided to properties in the Church Street Conservation Area for improvements.

#### **4 RECOMENDATION**

- 4.1 That the Portfolio Holder notes the report.



## **COMMUNITY SAFETY AND HOUSING PORTFOLIO**

Report To Portfolio Holder  
14<sup>th</sup> August 2009



**Report of:** Head of Community Strategy

**Subject:** MIGRATION IMPACT FUND

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### **SUMMARY**

#### **1.0 PURPOSE OF REPORT**

To advise the Portfolio Holder of Hartlepool's successful submission to the Migration Impact Fund

#### **2.0 SUMMARY OF CONTENTS**

The report provides an outline to the background of the Migration Impact Fund and summarises how the successful bid will be taken forward

#### **3.0 RELEVANCE TO PORTFOLIO MEMBER**

All submissions to the fund required the endorsement of the LSP. The LSP sits within this Portfolio.

#### **4.0 TYPE OF DECISION**

Item for information

#### **5.0 DECISION MAKING ROUTE**

The submission to the Migration Impact fund was endorsed by Portfolio Holder and the Hartlepool Partnership.

**6.0 DECISION(S) REQUIRED**

To note the progress made to date with regards to the submission.

**Report of:** Head of Community Strategy

**Subject:** MIGRATION IMPACT FUND

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## **1. PURPOSE OF REPORT**

- 1.1 To advise the Portfolio Holder of Hartlepool's successful submission to the Migration Impact Fund and outline how this will be progressed.

## **2. BACKGROUND**

- 2.1 The Government's *Path to Citizenship* Green Paper published in February 2008 set out that the Government will establish a fund to help local public services respond quickly and flexibly to ease short term pressures caused by inward, international migration. The fund was formally launched on 19 March 2009. It will run for up to 2 years, 2009-10 and 2010-11.
- 2.2 The North East will receive nearly £1.39 million to distribute among local service providers. Communities and Local Government have used Office of National Statistics data to determine the regional allocations. Regions with higher levels of migration or with less experience in dealing with its impacts have received more.
- 2.3 All providers, such as Police, Primary Care Trusts, Local Authorities and voluntary sector organisations, were eligible to apply. Applications required the endorsement of the relevant Local Strategic Partnership
- 2.4 Three Hartlepool bids were submitted to the fund; an Advice and Development Worker and a Health Trainer were submitted by Hartlepool Borough Council with the Hartlepool College of Further Education also making a separate submission. The bids were endorsed by the Hartlepool Partnership and the Portfolio Holder.

## **3. OUTLINE OF SUCCESSFUL SUBMISSION**

- 3.1 Of these proposals only the Advice and Development worker was successful in securing funding. The overarching aims of this project are;
- To work with front line service providers to strengthen their understanding of the needs of Hartlepool's migrant communities;

- To support service providers to tailor their services to more effectively meet the identified needs of the local migrant community;
- To encourage migrant workers to actively engage in the wider community, through promoting volunteering and community involvement.

3.2 The worker will be managed by the NDC Assistant Programme Director with a work programme for the worker to be devised and overseen by a multi agency group with a key part of their role to work closely with key partners. This will increase the knowledge base of the Worker who will then be able to promote the current services to the migrant workers. A copy of the bid submission is attached as Appendix 1 which provides in more details the scope of the Advice and Development worker role.

3.3 It is envisaged that the worker will be appointed in September 2009

#### **4. FINANCIAL IMPLICATIONS**

4.1 Hartlepool Borough Council will be the accountable body for the funding. The funding allocation is £40,000 for year 1 (2009 / 10) and £55,000 for year 2 (2010 / 11). It should be noted that year 2 funding is provisional. CLG will be conducting a review of the Fund in the autumn before making a final decision on the size of the Fund for 2010/11.

#### **5. RECOMMENDATIONS**

5.1 That the Portfolio holder notes the progress made to date on the Migration Impact Fund

## **COMMUNITY SAFETY AND HOUSING PORTFOLIO**

Report to Portfolio Holder

14<sup>th</sup> August 2009



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

**Subject:** FAIRTRADE TOWN UPDATE

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### **SUMMARY**

#### **1. PURPOSE OF REPORT**

To inform the Portfolio Holder of progress with the Fairtrade Town Initiative in Hartlepool.

#### **2. SUMMARY OF CONTENTS**

The report provides a background to the Fairtrade Town Initiative, information on the criteria to be met to achieve Fairtrade Town Status and an update on the work undertaken within Hartlepool which has enabled us to secure Fairtrade Town Status for a further two years to May 2011.

#### **3. RELEVANCE TO PORTFOLIO MEMBER**

Portfolio Holder has responsibility for environmental initiatives.

#### **4. TYPE OF DECISION**

The report is for information.

#### **5. DECISION MAKING ROUTE**

Portfolio Holder only.

#### **6. DECISION(S) REQUIRED**

That the Portfolio Holder notes the report.

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

**Subject:** FAIRTRADE TOWN UPDATE

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## 1. PURPOSE OF REPORT

To inform the Portfolio Holder of progress with the Fairtrade Town Initiative in Hartlepool.

## 2. BACKGROUND

2.1 Fair Trade Certification empowers farmers and farm workers to lift themselves out of poverty by investing in their farms and communities, protecting the environment, and developing the business skills necessary to compete in the global marketplace.

2.2 Fair Trade is about ensuring producers receive a fair price for their goods but the principles of Fair Trade are much wider and include:

- **Fair price:** farmers and farm co-operatives receive a guaranteed minimum floor price and an additional premium for certified organic products. Farmer organizations are also eligible for pre-harvest credit.
- **Fair working conditions:** Workers on Fair Trade farms enjoy safe working conditions, and living wages. Forced child labour is strictly prohibited.
- **Direct trade:** With Fair Trade, importers purchase from Fair Trade producer groups as directly as possible, eliminating unnecessary middlemen and empowering farmers to develop the business capacity necessary to compete in the global marketplace.
- **Community development:** Fair Trade farmers and farm workers invest Fair Trade premiums in social and business development projects like scholarship programs, quality improvement training, and organic certification.
- **Environmental sustainability:** Harmful agrochemicals and genetically modified organisms are strictly prohibited in favour of environmentally sustainable farming methods that protect farmers' health and preserve valuable ecosystems for future generations.

### 3. FAIRTRADE TOWN CERTIFICATION

3.1 In order to secure Fairtrade Town Status, the following five goals have to be achieved, and thereafter, continuous improvement should be evidenced.

- The Local Council must pass a resolution supporting Fairtrade and agree to provide Fairtrade coffee at its meetings
- A range (of at least two) Fairtrade products must be available in shops (1 per 5000 population) and in cafes/catering establishments (1 per 10.000) population
- Fairtrade products must be used by a number of workplaces and community organisations
- Media coverage and popular support for the campaign must be attracted and
- A local Fairtrade steering group must be convened to ensure continuous commitment to the campaign

### 4. FAIRTRADE IN HARTLEPOOL

4.1 Hartlepool first achieved 'Fairtrade Town' status in 2005. This was a major achievement for the town as we were the first of the four Teesside Boroughs to attain this.

4.2 The Fairtrade Town Steering Group, supported by the 'Hartlepool Global Peace and Justice Group' lead on the initiative. The group is supported by Hartlepool Borough Council and is attended by the Chairman of the Council. The Environmental Standards Section provide secretarial and practical support for the group.

4.3 In order to renew our Fairtrade Town status we needed to show continuing commitment to Fairtrade in the town. In the intervening years the number of retail outlets meeting the criteria has increased from 17 to 29, and cafes/restaurants from 9 to 16. Details of these premises can be found on the web site [www.fairtradehartlepool.org.uk](http://www.fairtradehartlepool.org.uk)

4.4 Many Fairtrade events have also been held, often covered by the Hartlepool Mail such as:

- A public talk by George Alagiah at the Ahmadiyya Mosque
- Fairtrade jousting at Summerhill

- Fairtrade stalls in Middleton Grange, the Headland and at the Maritime Festival.
  - Three Fairtrade Ceilidhs including a Fairtrade bar
  - A Fairtrade 'Who wants to be a Millionaire' with a special recording by Chris Tarrant
  - A Fairtrade 'Ready, Steady Cook' with Krmo
  - A Fairtrade cake baked with the help of the Author Phillipa Gregory
  - The recent 'Go Bananas' event jointly with Stockton & Middlesbrough
- 4.5 There has also been much support from Hartlepool schools, and in particular Fens School who are aiming to be the first Fairtrade certified school in town.
- 4.6 The group has produced and distributed 5000 guides and car and window stickers.
- 4.7 As a result of the above, Hartlepool achieved Fairtrade Town status for a further two years until May 2011.

## **5. RECOMMENDATIONS**

- 5.1 That the Portfolio Holder notes the report.

## **6. CONTACT OFFICER**

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