

COMMUNITY SAFETY AND HOUSING PORTFOLIO DECISION SCHEDULE



Friday, 22 October 2010

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 Covenant Of Mayors Sustainable Energy Action Plan (SEAP) – Assistant Director (Neighbourhood Services)
- 2.2 Developments In The Housing Options Centre – Assistant Director (Community Safety and Protection)

3. ITEMS FOR INFORMATION

- 3.1 Hartlepool Compact Action Plan 2010/11 – *Assistant Director (Regeneration and Planning)*

4. REPORTS FROM OVERVIEW OF SCRUTINY FORUMS

No items

COMMUNITY SAFETY AND HOUSING PORTFOLIO

Report to Portfolio Holder
22 October 2010



Report of: Assistant Director (Neighbourhood Services)

Subject: COVENANT OF MAYORS SUSTAINABLE
ENERGY ACTION PLAN (SEAP)

SUMMARY

1. PURPOSE OF REPORT

To seek approval of the Covenant of Mayors (CoM) Baseline and Sustainable Energy Action Plan (SEAP).

2. SUMMARY OF CONTENTS

The report introduces the Covenant of Mayors initiative, explains the proposed baseline, outlines the content of the SEAP, and seeks approval prior to submission to the European Union's (EU's) Covenant of Mayors Office. It should be noted that the SEAP is a working document, and will be revised as necessary.

3. RELEVANCE TO PORTFOLIO MEMBER

As Mayor of the authority, the Portfolio Holder is Hartlepool Borough Council's (HBC's) signatory to the Covenant, and has overall responsibility for the delivery of the SEAP.

4. TYPE OF DECISION

Non-key.

5. DECISION MAKING ROUTE

Portfolio Holder meeting on 22 October 2010.

6. DECISION REQUIRED

That Portfolio Holder approves the proposed Emission Inventory Baseline and the content of the SEAP, and agrees to its submission to the Covenant of Mayors Office.

Report of: Assistant Director (Neighbourhood Services)

Subject: COVENANT OF MAYORS SUSTAINABLE
ENERGY ACTION PLAN (SEAP)

1. PURPOSE OF REPORT

- 1.1 To seek approval of the Covenant of Mayors (CoM) Baseline and Sustainable Energy Action Plan (SEAP).

2. BACKGROUND

- 2.1 The Covenant of Mayors (CoM) is an initiative introduced by the European Union (EU) to raise awareness of the need to reduce carbon dioxide (CO₂) emissions, and to initiate local action to deliver CO₂ reductions.
- 2.2 Mayor Stuart Drummond, along with the leaders of the other 11 Local Authorities in the Northeast of England, signed up to the CoM initiative in January 2009. The Northeast is the only region in Europe where all Local Authorities have signed up.
- 2.3 Signatories of the CoM have made a public commitment to exceed the EU CO₂ emission reduction target of 20% by 2020 within their respective Local Authority areas.
- 2.4 In order to measure progress under the CoM, and to understand the level of action required, signatories must produce an Emissions Baseline Inventory. The baseline is attached as **Appendix 1**.
- 2.5 Hartlepool's proposed baseline includes all emissions from the domestic and transport sectors. Industrial and commercial emissions are excluded, as they are extremely vulnerable to the impacts of the economic downturn and its gradual reversal. Clearly, the closure of industrial and commercial premises, due to recession, should not be considered as a positive step, and would have a disruptive effect on monitoring against the baseline once economic growth resumes. Furthermore, much of the work being undertaken to minimise industrial and commercial emissions is being instigated on a national, European or international level (for example, the Carbon Reduction Commitment Energy Efficiency Scheme, the European Union Emission Trading Scheme and international carbon budgets).

- 2.6 Despite being omitted from the CoM baseline, the industry and commerce sector will be engaged at all times, through the work of the Hartlepool Environment Partnership and Climate Change Working Group, which feed into the Local Strategic Partnership, and through advancements under National Indicator (NI) 186 – Per capita reduction in CO₂ emissions in the Local Authority area.

3. THE SUSTAINABLE ENERGY ACTION PLAN (SEAP)

- 3.1 Signatories must produce a Sustainable Energy Action Plan (SEAP), outlining action required to go beyond the target of 20% by 2020, and also to provide indicative costs. Hartlepool's SEAP must be submitted by 31 October 2010.
- 3.2 Hartlepool's SEAP has been produced after consultation with a range of organisations and partners, including One North East (ONE), the Energy Saving Trust (EST), the National Renewable Energy Centre (NaREC), Carbon Descent and other Local Authorities. The Hartlepool Climate Change Working Group has been kept informed of the development of the SEAP, and this has fed into the Environment Partnership. The SEAP outlines actions and projects that will enable a 23% carbon reduction. The SEAP is attached as **Appendix 2**.
- 3.3 It must be noted that the SEAP is a working document, and will continue to be so throughout the lifetime of the programme.
- 3.4 The SEAP has been produced using Vantage Point – a carbon modelling software package, designed and produced specifically for this purpose, and Hartlepool Borough Council was involved in its production. The actions included in the SEAP are subject to change, and it will be vital that it remains open to the inclusion of new and improved carbon reduction technologies.
- 3.5 To ensure a consistent regional approach, figures and assumptions included within the SEAP have been discussed and agreed at length at regional CoM support group meetings.
- 3.6 The SEAP includes a section outlining indicative costs associated with measures required to meet the demands of CoM. The total cost of all actions within the SEAP is £103million. It should be noted that these costs are for demonstration purposes only, based on one potential scenario formulated using the Vantage Point software package.
- 3.7 Costs included within the SEAP will be financed by a range of sources, including the private sector (e.g., the development of low-carbon vehicles), utilities companies (e.g., investment through the Carbon Emission Reduction Target (CERT) Programme) the general public (e.g., high efficiency boiler installations) and central government (e.g., through Feed in Tariffs and Renewable Heat

Incentives, which will give financial rewards for the installation of renewable energy technologies by individuals and organisations).

- 3.8 Hartlepool Borough Council will be required to contribute to certain elements and champion behavioural change programmes. However, funding for such activities will be low in comparison with other measures within the SEAP. Funding will not be required to be found from core budgets, and the North East England Office in Brussels (NEEOB) is sensitive to the fact that the current economic climate makes long-term funding decisions difficult, accepting that the SEAP, at this point in time, is for demonstration purposes and is subject to change.
- 3.9 Work is underway to submit a regional bid for funding from the European Local Energy Assistance (ELENA) facility, to assess the feasibility of various large scale carbon reduction projects. Depending on the outcome of this, a bid may be made to the European Investment Bank (EIB), which would contribute significantly to the delivery of actions in addition to those costed within the SEAP. An update will be provided on progress of the ELENA and EIB bids following the release of details regarding the Comprehensive Spending Review by the Coalition Government.
- 3.10 As well as the obvious benefit of reducing the impacts of climate change, a number of other benefits are anticipated as a result of delivering actions within the SEAP, including improved performance against National Indicators 185, 186, 187 and 194. A description of each of these indicators is given in Table 1, below. Furthermore, the SEAP promotes the low-carbon economy and will support the generation of green jobs within the local area.

Table 1

National Indicator Number	Description
185	Percentage CO ₂ reduction from Local Authority operations
186	Per capita reduction in CO ₂ emissions in the Local Authority area
187	Tackling fuel poverty: Percentage of people receiving income based benefits living in homes with a low and high energy efficiency rating
194	Air quality – % reduction in NO _x and primary PM ₁₀ emissions through local authority's estate and operations

4. PROPOSALS/OPTIONS

- 4.1 Portfolio Holder is asked to review the Emission Baseline Inventory (**Appendix 1**) and SEAP (**Appendix 2**), and give agreement for their submission to the EU's CoM Office.

5. RECOMMENDATIONS

- 5.1 That Portfolio Holder approves the proposed emission inventory baseline and the content of the SEAP, and agrees to its submission to the Covenant of Mayors Office.

6. REASONS FOR RECOMMENDATIONS

- 6.1 To satisfy Hartlepool Borough Council's CoM commitment, and to move forward the low-carbon agenda within the borough.

7. BACKGROUND PAPERS

- 7.1 The Tees Valley Climate Change Strategy (Executive Summary) outlines climate change related priorities for the Tees Valley.

8. CONTACT OFFICER

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Waste and Environmental Services Manager
1 Church Street
Hartlepool
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Tel: 01429 523370



Sustainable Energy Action Plan (SEAP) template

BASELINE EMISSION INVENTORY

1) Inventory year

For Covenant signatories who calculate their CO2 emissions per capita, please precise here the number of inhabitants during the inventory year:



2) Emission factors

Please tick the corresponding box:

- ☒ Standard emission factors in line with the IPCC principles
- ☐ LCA (Life Cycle Assessment) factors

Emission reporting unit

Please tick the corresponding box:

- ☒ CO2 emissions
- ☐ CO2 equivalent emissions

3) Key results of the Baseline Emission Inventory

Green cells are compulsory fields

Grey fields are non editable

A. Final energy consumption

Please note that for separating decimals dot [.] is used. No thousand separators are allowed.

Category	FINAL ENERGY CONSUMPTION [MWh]															
	Electricity	Heat/cold	Fossil fuels								Renewable energies					Total
			Natural gas	Liquid gas	Heating Oil	Diesel	Gasoline	Lignite	Coal	Other fossil fuels	Plant oil	Biofuel	Other biomass	Solar thermal	Geothermal	
BUILDINGS, EQUIPMENT/FACILITIES AND INDUSTRIES:																
Municipal buildings, equipment/facilities	19,010		37,631													
Tertiary (non municipal) buildings, equipment/facilities																
Residential buildings	150,746		678,865		10,735				2,816							843,162
Municipal public lighting																
Industries (excluding industries involved in the EU Emission trading scheme - ETS)																
Subtotal buildings, equipments/facilities and industries	169,756		716,496		10,735				2,816							843,162
TRANSPORT:																
Municipal fleet																
Public transport																
Private and commercial transport																
Subtotal transport									648619.403							
Total	169,756		716,496		10,735				2,816	648619.403						843,162

Municipal purchases of certified green electricity (if any) [MWh]:

CO2 emission factor for certified green electricity purchases (for LCA approach):

B. CO2 or CO2 equivalent emissions

Please note that for separating decimals dot [.] is used. No thousand separators are allowed.

Category	CO2 emissions [t]/ CO2 equivalent emissions [t]															
	Electricity	Heat/cold	Fossil fuels								Renewable energies					Total
			Natural gas	Liquid gas	Heating Oil	Diesel	Gasoline	Lignite	Coal	Other fossil fuels	Biofuel	Plant oil	Other biomass	Solar thermal	Geothermal	
BUILDINGS, EQUIPMENT/FACILITIES AND INDUSTRIES:																
Municipal buildings, equipment/facilities	9,942		6,961													
Tertiary (non municipal) buildings, equipement/facilities																
Residential buildings	78840.158		125590.025		2630.075					926.464						207986.722
Municipal public lighting																
Industries (excluding industries involved in the EU Emission trading scheme - ETS)																
Subtotal buildings, equipments/facilities and industries	88,782		132,551		2630.075					926,464						224889,722
TRANSPORT:																
Municipal fleet																
Public transport																
Private and commercial transport																
Subtotal transport										173830						173,830
OTHER:																
Waste management																
Waste water management																
Please specify here your other emissions																
Total	88782.158		132551.025		2630.075				926.464	173830						398,720

Corresponding CO2-emission factors in [t/MWh]

CO2 emission factor for electricity not produced locally [t/MWh]

C. Local electricity production and corresponding CO2 emissions

Please note that for separating decimals dot [.] is used. No thousand separators are allowed.

Locally generated electricity (excluding ETS plants , and all plants/units > 20 MW)	Locally generated electricity [MWh]	Energy carrier input [MWh]										CO2 / CO2- eq emissions [t]	Corresponding CO2- emission factors for electricity production in [t/MWh]	
		Fossil fuels					Steam	Waste	Plant oil	Other biomass	Other renewable			other
		Natural gas	Liquid gas	Heating oil	Lignite	Coal								
Wind power														
Hydroelectric power														
Photovoltaic														
Combined Heat and Power														
Other														
<i>Please specify: _____</i>														
Total														

D. Local heat/cold production (district heating/cooling, CHPs...) and corresponding CO2 emissions

Please note that for separating decimals dot [.] is used. No thousand separators are allowed.

Locally generated heat/cold	Locally generated heat/cold [MWh]	Energy carrier input [MWh]										CO2 / CO2- eq emissions [t]	Corresponding CO2- emission factors for heat/cold production in [t/MWh]
		Fossil fuels					Waste	Plant oil	Other biomass	Other renewable	other		
		Natural gas	Liquid gas	Heating oil	Lignite	Coal							
Combined Heat and Power													
District Heating plant(s)													
Other													
Please specify: _____													
Total													

4) Other CO2 emission inventories

If other inventory(ies) have been carried out, please click [here ->](#)

Otherwise go to the [last part of the SEAP template ->](#) dedicated to your Sustainable Energy Action Plan

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Sustainable Energy Action Plan (SEAP) template

SUSTAINABLE ENERGY ACTION PLAN

1) Title of your Sustainable Energy Action Plan



Hartlepool's Covenant of Mayors Sustainable Energy Action Plan

Date of formal approval TBC

Authority approving the plan Hartlepool Borough Council Portfolio

2) Key elements of your Sustainable Energy Action Plan

Green cells are compulsory fields

Grey fields are non editable

SECTORS & fields of action	KEY actions/measures <u>per field of action</u>	Responsible department, person or company (in case of involvement of 3rd parties)	Implementation [start & end time]	Estimated costs <u>per action/measure</u>	Expected energy saving <u>per</u> <u>measure</u> [MWh/a]	Expected renewable energy production <u>per measure</u> [MWh/a]	Expected CO2 reduction <u>per measure</u> [t/a]	Energy saving target <u>per sector</u> [MWh] in 2020	Local renewable energy production target <u>per sector</u> [MWh] in 2020	CO2 reduction target <u>per sector</u> [t] in 2020
BUILDINGS, EQUIPMENT / FACILITIES & INDUSTRIES:								238,817	17,239	58,026
<i>Municipal buildings, equipment/facilities</i>	Hartlepool Borough Council produced its own Carbon Management Plan in 2010, after a year long partnership with the Carbon Trust. The plan outlines the challenges faced and what needs to be done to achieve a 35% reduction of the authority's own carbon footprint over a five year period. Strategic direction is provided by a Carbon management Board, which has representation from Chief Executive and Political Sponsor, demonstrating the high level support for carbon management within the authority. Operational actions are delivered by the Carbon Management Team, which includes representatives from across the authority.	Council-wide programme, co-ordinated by Regeneration & Neighbourhoods Department.	April 2010 - March 2014	Already identified within Carbon Management Plan	Not reported, as included in generic behavioural change figure	Not reported, as included in generic behavioural change figure	Not reported, as included in generic behavioural change figure			
<i>Tertiary (non municipal) buildings, equipment/facilities</i>										
	Action 1: Cavity Wall Insulation: 3251 installations have been undertaken since 2005. A further 5,000 cavity walls will be insulated by 2020. Action 2: Loft Insulation: 3709 installations have been undertaken since 2005. A further 5,000 lofts will be insulated by 2020. Action 3: Double Glazing: FENSA records show that 3585 units have been installed since 2005. A further 10,000 units will be installed by 2020. Action 4: Installation of Solar Thermal Units: The local authority will promote the benefits of solar thermal energy generation, and will work with local housing providers to encourage take-up. The proposed Renewable Heat Incentive will offer another reason for home-owners to consider this. It is anticipated that 5,000 units can be installed by 2020. Action 5: Installation of Solar PV Arrays: Feed in Tariffs were introduced in 2010, and offer a financial incentive to individuals and organisations installing solar PV arrays. It is anticipated that this will facilitate the installation of 5,000 domestic units by 2020. Action 6: 10% reduction in gas use through behavioural change: The current model Action 7: 10% reduction in electricity use through behavioural change: The 10% r Action 8: Solid Wall Insulation: It is anticipated that a minimum of 500 solid walls Action 9: Installation of Biomass Boilers: Extrapolation from national figures sugg Action 10: Ground Source Heat Pumps: Ground source heat pumps will be covere ...	Carbon Management Team	2010 - 2020	Action 1: £665,000 Action 2: £369,000 Action 3: £25,660,000 Action 4: £19,720,000 Action 5: £31,688,000 Action 6: £Unknown Action 7: £Unknown Action 8: £1,500,000 Action 9: £1,066,000 Action 10: £600,000 ...	Action 1: 24,852 Action 2: 15,258 Action 3: 44,912 Action 4: 9,207 Action 5: 10,575 Action 6: 77,556 Action 7: 42,792 Action 8: 7,211 Action 9: 2,143 Action 10: 1,314 ...	Action 4: 3,207 Action 5: 10,575 Action 9: 2,143 Action 10: 1,314 ...	Action 1: 5,235 Action 2: 3,222 Action 3: 9,354 Action 4: 1,875 Action 5: 3,870 Action 6: 15,780 Action 7: 15,662 Action 8: 1,489 Action 9: 375 Action 10: 67 ...			
<i>Residential buildings</i>										
<i>Municipal public lighting</i>	It is reasonable to assume that remaining low-efficiency public lighting units will be replaced with higher efficiency units by 2020	Carbon Management Team	2010 - 2020	4,718,000	2,997	0	1,097			

HARTLEPOOL BOROUGH COUNCIL

LAND USE PLANNING:										
Strategic urban planning	The Council's Core Strategy is currently under review, and will determine land use and land use planning practices within the borough	Hartlepool Borough Council Planning Section	2010 - 2020	Covered elsewhere in SEAP	Covered elsewhere in SEAP		Covered elsewhere in SEAP			
Transport / mobility planning	Local Transport Plan 3 (LTP3) is currently being produced, and will consider low-carbon travel as a central theme.	Hartlepool Borough Council Highways and Capita Symonds	2011 - 2020	Covered elsewhere in SEAP	Covered elsewhere in SEAP		Covered elsewhere in SEAP			
Standards for refurbishment and new development	Work is underway on a sub-regional level to ensure that high levels of energy efficiency are required within new developments, including both private sector housing and social housing.	Hartlepool Borough Council, Housing Hartlepool, Developers	2010 - 2020	TBC	TBC	TBC	TBC			
Other - please specify: _____										
PUBLIC PROCUREMENT OF PRODUCTS AND SERVICES:										
Energy efficiency requirements/standards	Included within the Council's Carbon Management Plan					Included in behaviour change element	Included in behaviour change element	Included in behaviour change element		
Renewable energy requirements/standards	Included within the Council's Carbon Management Plan	Carbon Management Team	April 2010 - March 2014	Covered elsewhere in SEAP		Included in behaviour change element	Included in behaviour change element	Included in behaviour change element		
Other - please specify: _____		Carbon Management Team	April 2010 - March 2014	Covered elsewhere in SEAP		Included in behaviour change element	Included in behaviour change element	Included in behaviour change element		
WORKING WITH THE CITIZENS AND STAKEHOLDERS:										
Advisory services	A range of activities and programmes will be initiated and supported by Hartlepool Borough Council and the Local Strategic Partnership's Climate Change Working Group.	Hartlepool Borough Council, with support from partners	2010 - 2020	Included in behaviour change element	Included in behaviour change element	Included in behaviour change element	Included in behaviour change element	Included in behaviour change element		
Financial support and grants										
Awareness raising and local networking										
Training and education										
Other - please specify: _____										
OTHER SECTOR(S) - Please specify: _____										
Other - Please specify: De-carbonising the National Grid	The national government has a target of produce around 30% of grid electricity from renewables by 2020 by substantially increasing the requirement for electricity suppliers to sell renewable electricity. This 30% change will contribute significantly to Hartlepool's carbon reduction by 2020.	Central Government and energy supply companies.	2008 - 2020	Met by Central Government and energy supply companies.		160,612	Unknown at present, but will include renewable energy within total figure	Reduced carbon factor of national grid reflected throughout electricity calculations within SEAP		
TOTAL:										90,129

3) Web address

Direct link to the webpage dedicated to your SEAP (if any)

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COMMUNITY SAFETY AND HOUSING PORTFOLIO

Report to Portfolio Holder

22 October 2010



Report of: Assistant Director (Community Safety and Protection)

Subject: DEVELOPMENTS IN THE HOUSING OPTIONS CENTRE

SUMMARY

1. PURPOSE OF REPORT

To provide information on the services delivered from the Housing Options Centre following the first year of operation and to update on progress to develop the Centre further.

The report also seeks approval to pilot an advertising service for accredited private sector landlords willing to restrict their vacancies to members of the Good Tenant Scheme.

2. SUMMARY OF CONTENTS

The report provides information on the services currently provided from the Housing Options Centre which include;

- The Housing Advice and Homelessness Service
- The Compass Choice Based Lettings scheme
- The Good Tenant Scheme

Children's Services Leaving Care Team also provide advice and assistance to 16 and 17 year olds who present as homeless or are threatened with homelessness, on a surgery basis, from the Housing Options Centre.

The Centre also provides an operational point of contact for all Housing Associations with housing stock in Hartlepool and agencies providing housing support for clients to access and sustain suitable housing.

One of the main objectives of the service is to improve access to suitable housing and this report also details proposals to introduce an advertising service for accredited private sector landlords willing to restrict their vacancies to members of the Good Tenant Scheme.

3. RELEVANCE TO PORTFOLIO MEMBER

The services delivered from the Housing Options Centre are within the Portfolio Holders remit.

4. TYPE OF DECISION

Non key

5. DECISION MAKING ROUTE

Community Safety and Housing Portfolio 22.10.10.

6. DECISION REQUIRED

- 6.1 The Portfolio Holder is recommended to note the progress made to the delivery of services from the Housing Options Centre.
- 6.2 The Portfolio Holder is recommended to approve the extension of an advertising service for accredited private sector landlords.

Report of: Assistant Director (Community Safety and Protection)

Subject: DEVELOPMENTS IN THE HOUSING OPTIONS CENTRE

1. PURPOSE OF REPORT

- 1.1 To provide information on the services delivered from the Housing Options Centre following the first year of operation and to update on progress to develop the Centre further.
- 1.2 The report also seeks approval to pilot an advertising service for accredited private sector landlords willing to restrict their vacancies to members of the Good Tenant Scheme.

2. BACKGROUND

- 2.1 One of the main drivers for developing the Housing Options Centre was to facilitate the delivery of the Compass Choice Based Lettings (CBL) scheme. The scheme went 'live' in Hartlepool in June 2009 and a report is due to be presented to Cabinet later this year to discuss the first year of operation and the findings from the review of the Common Allocations Policy which governs the scheme.
- 2.2 The development of the Housing Options Centre had also been identified as an objective of Hartlepool's Housing Strategy and followed guidance published by the Government in 2008 promoting the development of an enhanced housing options approach. This guidance identified that housing options advice has a crucial role to play in addressing urgent housing need, but it should not be just for those in the most acute need. In order to deliver sustainable solutions, housing options advice requires a holistic assessment of the wider causes of housing need and should offer broader advice and support, tailored to individual needs, to tackle the root causes of their housing problem, and should be available to a wide range of clients, including those in the private rented sector, owner occupiers, vulnerable socially excluded adults and other traditionally hard to reach groups.
- 2.3 The Members Working Party established to consider the implementation of CBL and the Common Allocations Policy, also expressed strong support for the Housing Options Centre and that it should be developed to offer a full range of appropriate services, not only to ensure the effective delivery of CBL, but also to enhance the provision of the Council's housing advice and homeless prevention services.

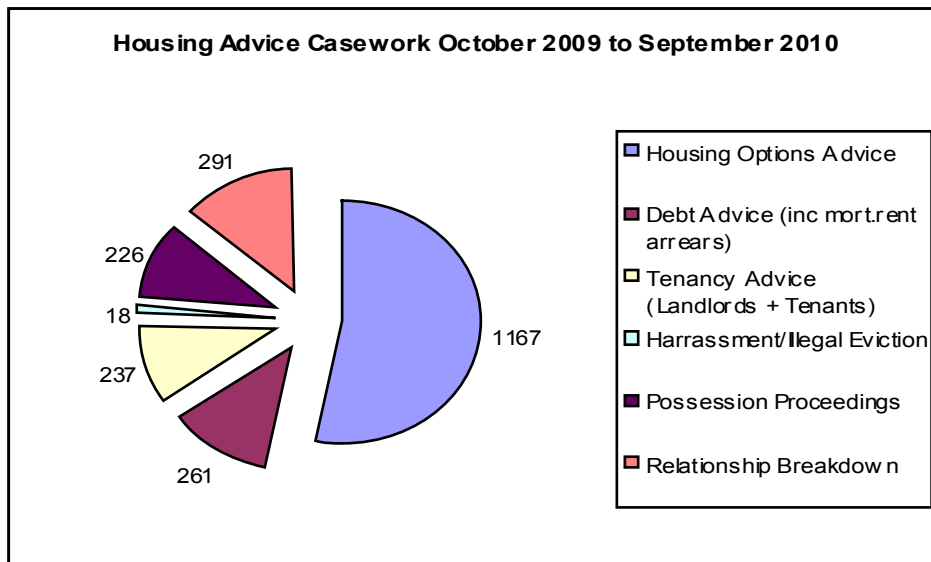
3. CURRENT SERVICES PROVIDED FROM THE HOUSING OPTIONS CENTRE

- 3.1 The Housing Advice Team relocated into the Housing Options Centre which opened on the 14 September 2009. As well as the housing advice and

homelessness service, the Housing Advice Team also delivers the Councils Tenancy Relations Service, a tenancy support service funded by Supporting People, and coordinates the use of supported accommodation available throughout the town.

4. HOUSING ADVICE AND HOMELESSNESS SERVICE

- 4.1 From October 2009 to the end of September 2010, Housing Advice provided casework for 1470 clients with a range of housing problems and prevented homelessness for 387 households who would have become homeless without our intervention. During this period 19 households were accepted as statutorily homeless and assisted into finding suitable alternative accommodation.
- 4.2 The following chart provides a breakdown of the main presenting problem of the casework carried out from the Housing Options Centre since opening in September 2009.



5. THE COMPASS CHOICE BASED LETTINGS SCHEME

- 5.1 The Compass Choice Based Lettings scheme went 'live' in Hartlepool in June 2009 and incorporated the Council's Housing Register which is managed on the Council's behalf by Housing Hartlepool. Since the opening in September 2009 the Housing Options Centre is the main point of contact for housing applicants. From November 2009 Housing Hartlepool relocated two members of their staff to assist with the front line reception service within the Housing Options Centre and the rest of their Lettings Team are due to relocate by the end of October 2010.
- 5.2 As at the August 2010, there were 2,582 applicants from Hartlepool registered on the Compass scheme and Housing Hartlepool receive approximately 170 new applications each month.

6. THE GOOD TENANT SCHEME

- 6.1 From July 2010 the Council's Good Tenant scheme relocated to the Housing Options Centre and the Housing Advice Team assist with processing applications, this has improved access for applicants to the scheme and also to housing related support and tenancy advice.

7. PROPOSAL TO PILOT AN EXTENDED ADVERTISING SERVICE FOR ACCREDITED PRIVATE SECTOR LANDLORDS

- 7.1 The Compass Choice Based Lettings scheme also provides accredited private sector landlords the facility to advertise their vacancies on the Compass website, newsletter and in the office windows alongside social sector vacancies. There is currently no charge for this facility, as the software supplier has allowed a level of complimentary private sector adverts until 2011, however there has been limited take up with only 75 private sector vacancies being advertised through Compass CBL since the scheme was implemented in June 2009.
- 7.2 Additionally there has been limited interest from Compass applicants as their main goal in joining the scheme is to secure a social housing tenancy.
- 7.3 As it is intended to introduce charges to private landlords for this service during 2011, it is proposed to deliver a promotional campaign targeted at both private landlords and their potential tenants, and extend the advertising service currently on offer, before charges are introduced.
- 7.4 This will include making a prominent window display in the Housing Options Centre dedicated to the private sector and including key information on the advantages of private renting, the rights and responsibilities of landlords and tenants, and the advantages of the Landlord Accreditation and Good Tenant schemes.
- 7.5 Alongside each weekly bidding cycle for social housing, the aim is advertise ten private rented properties from accredited landlords. Each of these properties will have been inspected by the Landlord Accreditation Officer to ensure they are of an acceptable standard, and will only be available to members of the Good Tenant Scheme.
- 7.6 As members of the Good Tenant Scheme have already undergone reference checks it is expected that private landlords will waive or significantly reduce any administration fee they currently charge.
- 7.7 As well as assisting to improve access to suitable housing it is believed that this will also contribute to the aims of the Empty Property Strategy and help alleviate some of the problems in 'hot spot' areas with anti-social behaviour.

8. RECOMMENDATIONS

- 8.1 The Portfolio Holder is recommended to note the progress made to the delivery of services from the Housing Options Centre.
- 8.2 The Portfolio Holder is recommended to approve the extension of an advertising service for accredited private sector landlords.

9. CONTACT OFFICER

Lynda Igoe, Principal Housing Advice Officer, Park Towers, Park Road, Hartlepool Tel: 284177 Email: Lynda.igoe@hartlepool.gov.uk

COMMUNITY SAFETY AND HOUSING PORTFOLIO

Report to Portfolio Holder
22 October 2010



Report of: Assistant Director (Regeneration and Planning)

SUBJECT: HARTLEPOOL COMPACT ACTION PLAN
2010/11

SUMMARY

1. PURPOSE OF REPORT

This report is to present to the Portfolio Holder the progress that has been made by partners on actions that have previously been reported, and detail the next steps for the Hartlepool Compact Action Plan. The updated Action Plan for 2010/11 is attached as **Appendix 2** for information.

2. SUMMARY OF CONTENTS

The report details the work that has been undertaken to update the Compact Action Plan and the progress that has been made by partners since 2009/10. It summarises the background to the Hartlepool Compact and emphasises the importance of the Compact Codes, particularly in light of the difficult financial climate at the present time. It also outlines the next steps for the Compact Action Plan and how the actions will be strengthened in the future.

3. RELEVANCE TO PORTFOLIO MEMBER

The Compact and the Voluntary Sector Strategy fall within the remit of the Community Safety and Housing Portfolio Holder.

4. TYPE OF DECISION

Item for information

5. DECISION MAKING ROUTE

The updated Hartlepool Compact Action Plan was endorsed by the Hartlepool Partnership on 17th September 2010.

6. DECISION REQUIRED

The Portfolio Holder is requested to:

- a) note the contents of the report and the next steps for the Hartlepool Compact Action Plan.
- b) note the combined future reporting procedures for the Compact and VSS Action Plans.

Report of: Assistant Director (Regeneration and Planning)

Subject: Hartlepool Compact Action Plan 2010/11

1. PURPOSE OF REPORT

- 1.1 This report is to present to the Portfolio Holder the progress that has been made by partners on actions that have previously been reported, and detail the next steps for the Hartlepool Compact Action Plan. The updated Action Plan for 2010/11 is attached as **Appendix 2** for information.

2. BACKGROUND

- 2.1 The Hartlepool Compact was endorsed by the Hartlepool Partnership in October 2008 following an extensive consultation and development period. The Hartlepool Compact is a written agreement containing a series of codes of good practice for engagement (detailed below) that are designed to improve the relationships between the Voluntary and Community Sector (VCS) and other organisations in Hartlepool. The codes are:

- 1) Funding Code
- 2) Consultation and Policy Code
- 3) Inclusion Code
- 4) Code of Practice on Representation
- 5) Volunteering Code

- 2.2 The Compact aims to bring a real change in culture and produce significant benefits to local communities by helping agencies and local organisations, both voluntary and statutory, to work more effectively to provide better services in Hartlepool. The Compact was signed by 16 statutory partners that work within the Borough.

- 2.3 Following the development of the Compact, partners were approached to identify actions that could be put into the Hartlepool Compact Action Plan. Actions identified were for areas of improvement that work towards the principles of the Compact within their own service area. Actions were provided from the majority of partners and developed into the Action Plan. The Action Plan for 2009/10 has been reported to the Community Network Steering Group and previously to the Hartlepool Partnership in May 2010 (a copy is attached for information as **Appendix 1**). This update (2010/11) has provided an opportunity for partners to reflect on what they have achieved against the actions over

the last year and what priority actions they have to work towards for the next year. All partners that are in a position to do so, have provided actions whilst Partners facing organisational change are working towards providing actions as soon as the future direction of the organisation is clearer.

2.4 Like many organisations, the partners signed up to the Hartlepool Compact are currently facing financial cut backs. This will make it more challenging to work towards some of the principles of the Compact, however, it is essential that the codes are still adhered to. For example when partners are making cuts, the good practice principles under the Funding Code should be used, in particular the following principles should be considered:

- All partners will where possible give early notification on agreements for future years funding and if this is not possible identify contingencies e.g. extend existing contracts by a couple of months until decisions are made.
- All partners will adopt an open, transparent and timely (clearly set out) funding process and ensure that voluntary, community and local organisations realise the principles of accountability and transparency in all areas of their activities.

2.5 The VCS are also facing difficult times and therefore it is more important than ever that when partners are working with this sector, they are working towards the principles of the Compact that have been mutually developed and agreed.

2.6 The Council and partners are aware of new initiatives that are emerging under the Coalition Government, for example the Department of Work and Pensions (DWP) Work Programme, and are working towards submissions for such schemes. It is important that partners take into account the role the VCS could have in such proposals and in taking forward projects.

2.7 The Voluntary Organisations Network North East (VONNE) have recently undertaken an analysis of the National Survey for Third Sector Organisations. The results show that Hartlepool Local Authority and its partners are the best in the North East for working with the VCS and are rated in the top 5% nationally. The Compact is a tool that will strengthen these relationships further.

3. **PROGRESS**

3.1 Since the development of the Compact Action Plan for 2009/2010 (**Appendix 1**), those partners that established actions to work towards, have provided updates on the progress that their organisations have made in line with the Compact. These are summarised below:

- 3.2 **Hartlepool Police** – Participatory Budgeting (PB) Project was delivered in the three localities (North, Centre and South) with each receiving £10,000 in 2009/10. This sum was managed by the Borough Council's Neighbourhood Managers and used for the provision of activities decided upon by young people; these were seen as diversionary with the potential to reduce incidents of crime and anti-social behaviour. An event was also arranged in March 2010 where groups were given the opportunity to present what projects had been funded and highlight achievements. The event was attended by town wide agencies, the Mayor and MP. This work was the catalyst to enable the same project to be continued this year with £8,000 for each locality. In respect to consultation with young people, the event detailed above also served as an opportunity to consult with young people about Police related services. In addition to this PB project, the Police always take part in 11 million day (this is a takeover day, a national event offering children and young people across the country the chance to work alongside adults and get involved in decision-making in a wide range of organisations). The Police also attend the Schools Council Forum which has representation from several secondary schools across the Town; this is an opportunity to speak with the Chairs (who are all young people). Staff from the Neighbourhood Policing Teams attend School Councils for junior and infant pupils the North, Central and South areas.
- 3.3 **Safer Hartlepool Partnership** – The 'Face the People' event took place earlier this year. At the session, residents identified their key community safety concerns. These are now be considered in the annual strategic assessment (review) due in Autumn 2010. The Partnership are now undertaking consultation with various stakeholders, including residents, on findings emerging from the strategic assessment. This will be undertaken before it is finalised and considered by December 2010.
- 3.4 **Hartlepool New Deal for Communities (NDC)** – The consultation process for the Town Centre Communities Neighbourhood Action Plan (previously the NDC NAP) was undertaken in line with the principles of the Compact Consultation Code. The document has now been prepared and endorsed. The NDC Trust has been successfully established. The business plan has been approved and the 2nd AGM is due to take place shortly.
- 3.5 **Sport England** – The organisation is undergoing a restructure and therefore felt it was not appropriate to commit to specific actions, however they reported that the new regional team has adopted a new strategy. This strategy includes, amongst other things, a closer working relationship with the National Governing Bodies of sport, who they have funded to deliver a range of outcomes linked to participation. As part of the funding agreement with the sports National Governing Bodies, they have set out the volunteering requirements for their sport and are responsible for achieving them. Given Sport England's regional remit,

the reduced regional team and the emphasis on National Governing Bodies of sport addressing their own volunteering needs, they will continue this support in Hartlepool through the existing relationships within the Council, LSP and the local sporting landscape.

- 3.6 **Environment Agency** – The Environment Agency has provided HBC with a detailed technical report (Outline Design Assessment) setting out opportunities / costs etc. for the environmental regeneration of Burn Valley Gardens. These have been incorporated by HBC into an overall regeneration master plan. An application for funding for a project which includes the regeneration works has been made to the Big Lottery Access to Nature programme. Various local interest groups have been consulted in line with the Consultation and Policy Code and a Burn Valley Gardens Steering Group has been established.
- 3.7 **Learning and Skills Council (LSC)** - Following a comprehensive review and analysis exercise, regional Equality and Diversity Impact Measures (EDIMS) for 2009 were agreed in May 2009. These EDIMS were relevant to all Local Authority areas in the region. A report was produced containing recommendations and was endorsed by their Regional Management Group and the regional Equality and Diversity Steering Group of external partners. A summary of this report was circulated to all LSC funded providers and the EDIMS were reviewed on an ongoing basis. The LSC agreed procedures and documentation for the award of Community Grants, which ensure that the grants are awarded in a fair and equitable manner. To date, all funding that was allocated to the Hartlepool Local Authority area for individual grants has been awarded. Should there be any funding remaining towards the end of the programme, then the intention is that a final bidding round will take place that is open to organisations from all Local Authority areas. There was LSC representation on the Community Grant Award Panel and the Steering Group. The LSC ceased to exist in March 2010.
- 3.8 **Hartlepool Primary Care Trust (PCT)** – The Trust now has a Communication and Engagement Strategy in place. The Single Equality Scheme Action Plan is now in place, which is consistent with the NHS bodies across the North East. This has been developed in line with the Inclusion Code of the Hartlepool Compact and the refreshed scheme will be submitted to the NHS Hartlepool Board for approval this month.
- 3.9 **North Tees and Hartlepool NHS Foundation Trust** - The elections for Governors takes place on an annual basis with the timetable commencing in mid September, and the outcome announced at the beginning of December. The Trust's Membership Co-ordinator will liaise with HBC to continue to provide information on registering as a member of the Trust and will agree suitable dates for and locations to provide publication material and encourage participation at Trust membership engagement events.

- 3.10 **Tees, Esk and Wear Valleys NHS Foundation Trust** – A Key Relationship Manager for the Tees, Esk and Wear Valley, whose remit covers the Hartlepool Compact, has been established. This was achieved by September 2009. The role of this manager and the expectations of the position have been explored and discussed with key partners. The support requirements for the position remain ongoing.
- 3.11 **Hartlepool Borough Council** – The Compact has been circulated to all staff across the authority, and awareness of the Compact and its principles is being raised across the departments. The Regeneration and Neighbourhoods Department has asked for the codes of the Compact to be referenced in all Portfolio reports, to ensure that officers are considering the impact that a piece of work may have on VCS organisations. Work is also being undertaken to include the Compact in all new starter inductions. The Voluntary Sector Strategy (VSS) Implementation Group has been established to discuss the Hartlepool Compact alongside the VSS and actions to take the two documents forward together. This is attended by HBC officers, PCT officers and Hartlepool Voluntary Development Agency (HVDA). The group is working closely with the Council's Strategic Procurement Manager to look at how the Council procure services. Extensive consultation work has been undertaken over the last few months to develop a new Neighbourhood Action Plan (NAP) for the Dyke House / Stranton / Grange area. This has been developed in line with the Consultation and Policy Code of the Compact.
- 3.12 **National Probation Service (Teesside)** – Work has been ongoing towards the action to expand the Volunteer Mentor Scheme, which aims to support offenders in the community to reduce re-offending. This has been done via the engagement with VCS partners. The target to achieve 20 by August 2010 was not met however, the action has been reviewed to achieve a further 10 members by August 2011. This work will continue to be an ongoing action monitored and reported on annually.
- 3.13 **Jobcentre Plus** - The organisation is currently undergoing a restructure. This was due to be completed by the end of this year. Agreement has been made to discuss possible actions with Jobcentre Plus following this, and there will also be an opportunity to discuss the DWP Work Programme.
- 3.14 **Hartlepool Voluntary Development Agency (HVDA)** – To date 102 VCS organisations have signed up to the Hartlepool Compact. HVDA continue to raise the profile of the Compact through events and newsletters to increase membership further. The Agency continues to ensure that the VCS is aware of the principles of Compact and the partners that have committed to the Compact.

- 3.15 As well as providing updates, organisations were requested to provide actions for improvement that they would work towards over the next year using the principles of the Compact. These actions have formed the Hartlepool Compact Action Plan for 2010-2011 (attached as **Appendix 2**).
- 3.16 Work is ongoing with colleagues at Hartlepool PCT, Jobcentre Plus and Tees, Esk and Wear Valleys NHS Foundation Trust to finalise actions that will be included in the Compact Action Plan for 2010/11. Once these have been received all of the partners signed up to the Compact will have agreed actions as to how they will work towards the principles of the Compact over the next year.

4. FINANCIAL IMPLICATION AND RISK

- 4.1 There is currently no budget attached to the Compact. The Community Regeneration Team is responsible for the coordination of the Compact Action Plan and working with partners to report progress and updates. All progress on the Compact is reported to the VSS Implementation Group.
- 4.2 Whilst there is no budget directly associated to the Compact, some of the actions provided by partners do relate to participatory budgeting. The purpose of the actions is to show how partners are working towards the principles under the different codes of the Compact within their service delivery. There are processes in place to follow up instances of non compliance with the Compact.

5. NEXT STEPS

- 5.1 Partners will be contacted in March 2011 to provide an update on progress towards the actions they have developed and to provide new and updated actions to work towards for 2011/2012.
- 5.2 This will be an opportunity to work with partners to ensure that the actions created are SMART (Specific, Measurable, Achievable, Realistic and Timely). It will also be an opportunity to ensure that all HBC actions are monitored centrally, through the Council's 'Covalent' Performance Management system.
- 5.3 The VSS Action Plan was developed as part of the VSS. Over the last year the VSS Implementation Group has been working towards achieving the actions of the plan. To link the work towards the Compact and the VSS further, the VSS Implementation Group agreed at the meeting on 30th September 2010 to report the progress that has been made on the VSS Action Plan and the priorities for 2011/12 at the same time as the Compact Action Plan.

- 5.4 A report will be prepared on the Compact Action Plan Update and Priorities for the VSS Action Plan for 2011/12. This will be reported to the Community Network Steering Group, the Hartlepool Partnership and the Community Safety and Housing Portfolio for approval in Spring 2011.

6. RECOMMENDATIONS

- 6.1 The Portfolio Holder is requested to:
- a) note the contents of the report and the next steps for the Hartlepool Compact Action Plan.
 - b) note the combined future reporting procedures for the Compact and VSS Action Plans.

7. REASONS FOR RECOMMENDATIONS

- 7.1 The Portfolio Holder is requested to note the contents of the report as future reports on the Compact and VSS Action Plans will be brought to the Portfolio Holder for consideration in Spring 2011.

8. BACKGROUND PAPERS

- 8.1 A report on the Compact Action Plan for 2010/11 was taken to the Hartlepool Partnership on 17th September 2010.

9. CONTACT OFFICER

- 9.1 Fiona Stanforth, Regeneration Officer, Department of Regeneration and Neighbourhoods, Bryan Hanson House, Hanson Square, Hartlepool, TS24 7BT. Tel: 01429 523278. Email: fiona.stanforth@hartlepool.gov.uk.

3.1 APPENDIX 1

Action for improvement of Hartlepool Compact	Action Owner and organisation	Support requirements and resources required	Date to be completed	Sub Actions
1. Membership	CL/North Tees and Hartlepool NHS Foundation Trust (NTHNHSFT)	i) NTH NHS FT to produce information on the process of registering as a member of the Trust.	Ongoing	Promote membership recruitment to voluntary sector, diverse groups and small community groups.
	CL/ NTHNHSFT	ii) NTH NHS FT to liaise with HBC residents associations to increase public membership in deprived wards.	Ongoing	
2. Awareness of Member /Governor Events	CL/ NTHNHSFT	NTH NHS FT to liaise with HBC to provide publication material to encourage participation at Trust membership engagement events.	Ongoing	NTH NHS FT to supply communication material for distribution to residents.
3. Appointment /Advising on Governor Vacancies	CL/ NTHNHSFT	NTH NHS FT to liaise with HBC to promote and encourage public engagement in Governor elections going forward.	Annually	Election timetable to be supplied to HBC giving adequate time to publicise the process.

3.1 APPENDIX 1

Action for improvement of Hartlepool Compact	Action Owner and organisation	Support requirements and resources required	Date to be completed	Sub Actions
Continue to promote the Compact in the Voluntary & Community sector and encourage VCS groups to sign up to the document.	KB HVDA/CN	HVDA to send the Compact to all VCS Groups.	Completed July 2009 (102 signatories by Sept 09)	Achieve 50 registrations from VCS by December 2009
Keep and update register of VCS groups signed up to the Compact.	KB HVDA	HVDA to send reminders to all VCS groups to encourage groups to sign up to register.	Ongoing	HVDA to promote the Compact at events as appropriate e.g. HVDA AMG
		HVDA to update register on website as more groups sign up.	Ongoing	

3.1 APPENDIX 1

Action for improvement of Hartlepool Compact	Action Owner and organisation	Support requirements and resources required	Date to be completed	Sub Actions
Update Equality and Diversity Impact measures (EDIM's) and promote them to training providers in Hartlepool with which the Learning & Skills Council (LSC) contracts, including those dealing with the voluntary and community sector.	Lesley Monaghan LSC	LSC to analyse latest data available for Hartlepool learners and update the EDIM's. LSC Partnership Team to promote the EDIM's with training providers and discuss/review actions to support their achievement.	July 2009 EDIM's to be agreed. Progress against these to be monitored on an ongoing basis with providers.	Review previous years EDIM's to access any that need to be carried forward into 2009/10.
Oversee the award Community Grants (via the ESF project) to ensure that detailed guidance is provided and that grants are awarded in a fair and equitable manner to voluntary organisations.	Lesley Monaghan LSC	LSC to review and approve procedures and documentation produced by Hartlepool Borough Council prior to the grant award process commencing.	May 2009 to agree procedures and documentation. Monitoring ongoing.	LSC representative to attend the Community Grant Award panel. Ongoing contract monitoring.

3.1 APPENDIX 1

Action for improvement of Hartlepool Compact	Action Owner and organisation	Support requirements and resources required	Date to be completed	Sub Actions
The consultation process for the development of the NDC Burn Valley Neighbourhood Action Plan will be in line with the principles of the Compact Consultation code.	NDC / HBC	HBC Regeneration Team to organise consultation process for development of the NAP.	Completed March 2010	Complete consultation for draft document – November 2009
Continue the development of the NDC Trust including increasing community membership, process to be in line the Compact principles.	NDC / NDC Trust	Hartlepool NDC to support members as required.	September 2010	

3.1 APPENDIX 1

Action for improvement of Hartlepool Compact	Action Owner and organisation	Support requirements and resources required	Date to be completed	Sub Actions
Implementation of the communication and engagement strategy action plan is in line with the codes of conduct regarding involvement	Assistant Director of Communication and Engagement, NHS Hartlepool (PCT)	Co-operative approach with LA and other public bodies Support from LINKs and VDAs	31/3/10	
Implementation of Single Equality Scheme action plan in line with codes of conduct for inclusion	Assistant Director of Communication and Engagement, NHS Hartlepool (PCT)	Co-operative approach with LA and other public bodies Support from LINKs and VDAs	31/3/10	

3.1 APPENDIX 1

Action for improvement of Hartlepool Compact	Action Owner and organisation	Support requirements and resources required	Date to be completed	Sub Actions
Establish a Key Relationship Manager (KRM) for TEWV and the Hartlepool Compact	Dr C Fisher TEWV	TEWV Planning & Performance support	Sept 2009	Identify KRM Agree role / expectations with Compact partners Establish information / support requirements for KRM
Support HBC in consulting local community on plans for the regeneration of Burn Valley Gardens	HBC / Environment Agency	HBC to use established consultation mechanisms – EA to support with technical information	December 2009	Consultation to cover various interest groups

3.1 APPENDIX 1

Action for improvement of Hartlepool Compact	Action Owner and organisation	Support requirements and resources required	Date to be completed	Sub Actions
Deliver Participatory budgeting project with young people across Hartlepool	Andy Summerbell Neighbourhood Managers	£30,000 secured from Home Office, Safer Hartlepool Partnership and Hartlepool Police	March 2010	Through the partnership and in consultation with the Neighbourhood Managers work will be undertaken to provide a mainstreamed budget for young persons PB.
Hold a face the people session for people to access to feed in comments regarding the Police Service and policing/partnership crime and disorder priorities.	Andy Summerbell Alison Mawson	Requires Police and Safer Hartlepool Partnership analysts in the production of the Town Strategic Assessment and then a meeting with relevant agencies and public to agree priorities for the Town	March 2010	
Develop consultation processes with the youth forums and other young people groups to obtain views on policing and safety.	Andy Summerbell Neighbourhood Managers	Will require the support of agencies in the Borough working with young people and the engagement of young people. Venues will be sourced in the North, Central and South areas.	March 2010	

3.1 APPENDIX 1

Action for improvement of Hartlepool Compact	Action Owner and organisation	Support requirements and resources required	Date to be completed	Sub Actions
Via the engagement with our voluntary sector partners we will continue to expand our Volunteer Mentor Scheme to support offenders in the community to reduce re-offending.	National Probation Service -Teesside	To liaise with the identified officers, of the partners already signed up to the compact to maximise our recruitment drive.	On-going	Extend and maintain the Volunteer Mentor Register to 20 by August 2010.

3.1 APPENDIX 2

Action for improvement of Hartlepool Compact	Action Owner and organisation	Support requirements and resources required	Date to be completed	Sub Actions
Continue to work with young people across Hartlepool through participatory budgeting.	Lynn Beeston Neighbourhood Managers	£24,000 secured from Hartlepool Police	March 2011	Through the partnership and in consultation with the Neighbourhood Managers, work will be undertaken to explore the possibility of providing a mainstreamed budget for young persons PB.
Continue to undertake consultation with the youth forums and other groups to obtain views on policing and safety.	Glenn Gudgeon Neighbourhood Managers	Will require the support of agencies in the Borough working with young people and the engagement of young people. Venues will be sourced in the North, Central and South areas.	March 2011	

3.1 APPENDIX 2

Action for improvement of Hartlepool Compact	Action Owner and organisation	Support requirements and resources required	Date to be completed	Sub Actions
Provide financial support to residents groups through the "Kick Start" grant	Mick Thompson Housing Hartlepool	Resources and support provided by Housing Hartlepool	Ongoing	Promote the availability of the grant to appropriate residents groups
Provide training on housing issues to involved residents via the "Housing Academy" in partnership with Skillshare.	Mick Thompson Housing Hartlepool	Resources and support provided by Housing Hartlepool	Ongoing - first course to be completed December 2010	Celebrate the achievement of learners at awards ceremony
Support residents engaged with Neighbourhood Action Plans/ Community Network.	Mick Thompson Housing Hartlepool	Liaise with HBC Neighbourhood managers and other HBC/ Community Network staff	Ongoing	Celebrate the achievements of volunteers/groups via "Shining Stars Awards" annual event
Continue to support and develop Voluntary and Community sector Enterprises.	Andy Powell Housing Hartlepool	Staff to liaise with Voluntary and community organisations in developing initiatives. Provide resources.	Ongoing	Promote resources and services available

3.1 APPENDIX 2

Action for improvement of Hartlepool Compact	Action Owner and organisation	Support requirements and resources required	Date to be completed	Sub Actions
Work closely with the Voluntary and Community sector to Promote Community Cohesion.	Yasmin Khan. Housing Hartlepool	Housing Hartlepool staff to directly liaise with Voluntary and Community organisations.	Ongoing	
To support and Promote the shared objectives of the Hartlepool Compact in order to improve the quality of lives within Hartlepool	Andy Powell Housing Hartlepool	Staff to promote the compact at all VC meetings.	Ongoing	

3.1 APPENDIX 2

Action for improvement of Hartlepool Compact	Action Owner and organisation	Support requirements and resources required	Date to be completed	Sub Actions
Continue to develop the NDC Trust including increasing community membership. Process to be in line the Compact principles.	NDC / NDC Trust	Hartlepool NDC to support members as required.	March 2011	2 nd AGM in September 2010
Strengthen local community involvement in the NDC Succession Strategy through events and publications planned for Autumn 2010.	NDC	NDC staff and resources	February 2011	Community event – November 2010

3.1 APPENDIX 2

Action for improvement of Hartlepool Compact	Action Owner and organisation	Support requirements and resources required	Date to be completed	Sub Actions
Expand existing Referral Order Panel members for the Youth Offending Service	HBC – Youth Offending Service	People over the age of 18yrs train to become volunteer panel members, to provide guidance and support to young people entering the youth justice system.	On going	Maintain to a high standard a diverse panel of volunteers from within the Town, provide in house and ongoing training from the Youth Justice Board
Utilise Hartlepool Voluntary Development Agency (HVDA) to full capacity when recruiting volunteers and sessional staff	HBC – Youth Offending Service	Offer a comprehensive training package with ongoing support at an appropriate level for all Community panel members, to meet the needs of young people aged between 10-17 yrs.	On going	Maintain direct links with the community offering opportunities / self development. Work in partnership with the third sector

3.1 APPENDIX 2

Action for improvement of Hartlepool Compact	Action Owner and organisation	Support requirements and resources required	Date to be completed	Sub Actions
Support HBC in consulting the local community on plans for the regeneration of Burn Valley Gardens / and in making funding applications	HBC / Environment Agency (EA)	HBC to use established consultation mechanisms – EA to support with technical information	March 2012	Consultation to cover various interest groups
Support HBC in development and implementation of a Climate Change Action Plan	HBC / EA	HBC to lead on formulation of action plan and coordination of actions – EA to provide appropriate support and information	On going	Action on climate change (mitigation and adaptation) to be promoted within the Council and to various organisations and groups within the town

3.1 APPENDIX 2

Action for improvement of Hartlepool Compact	Action Owner and organisation	Support requirements and resources required	Date to be completed	Sub Actions
Continue to support the voluntary sector across the North East with their business requirements.	Rhiannon Bearne Social Enterprise Executive Business Enterprise North East	Business Enterprise North East (BE-NE) staff and resources	Ongoing	
Raise awareness of the Hartlepool Compact and the codes of good practice when working with the VCS in Hartlepool.	Rhiannon Bearne Social Enterprise Executive Business Enterprise North East	Hartlepool Borough Council and HVDA	Ongoing	BE-NE to meet with HBC and HVDA to discuss the Hartlepool Compact and how it links to BE-NE work.

3.1 APPENDIX 2

Action for improvement of Hartlepool Compact	Action Owner and organisation	Support requirements and resources required	Date to be completed	Sub Actions
1. Membership	CL/North Tees and Hartlepool NHS Foundation Trust (NTHNHSFT)	i) NTH NHS FT to produce information on the process of registering as a member of the Trust.	Ongoing	Promote membership recruitment to voluntary sector, diverse groups and small community groups.
	CL/ NTHNHSFT	ii) NTH NHS FT to liaise with HBC residents associations to increase public membership in deprived wards.	Ongoing	
2. Awareness of Member /Governor Events	CL/ NTHNHSFT	NTH NHS FT to liaise with HBC to provide publication material to encourage participation at Trust membership engagement events.	Ongoing	NTH NHS FT to supply communication material for distribution to residents.
3. Appointment /Advising on Governor Vacancies	CL/ NTHNHSFT	NTH NHS FT to liaise with HBC to promote and encourage public engagement in Governor elections going forward.	Annually (Autumn)	Election timetable to be supplied to HBC giving adequate time to publicise the process.

3.1 APPENDIX 2

Action for improvement of Hartlepool Compact	Action Owner and organisation	Support requirements and resources required	Date to be completed	Sub Actions
Continue to raise the profile of the Hartlepool Compact across the local authority.	Community Regeneration Team	All Departmental Management Teams	Ongoing	Review communications material on the Compact available to staff.
Compact to be included in HBC Induction information.	Community Regeneration Team	Organisational Development Team	October 2010	
Continue to link to actions of the Voluntary Sector Strategy to the Hartlepool Compact.	Voluntary Sector Strategy Implementation Group	Members of the VSS Implementation Group	Ongoing	

3.1 APPENDIX 2

Action for improvement of Hartlepool Compact	Action Owner and organisation	Support requirements and resources required	Date to be completed	Sub Actions
At the 2010 annual 'face the people' session, residents identified their key community safety concerns. These will now be considered in the annual strategic assessment (review) in Autumn 2010. Consultation with various stakeholders, including residents, on emerging findings from the strategic assessment will be undertaken before it is finalised and considered by SHP in December 2010	Alison Mawson Safer Hartlepool Partnership (SHP)	Police, Fire Brigade and Safer Hartlepool Partnership analysts are involved in the production of the SHP Strategic Assessment. Relevant stakeholders and public to be invited to meeting to consider emerging findings in SHP strategic assessment	Consultation meeting to be held in November 2010	

3.1 APPENDIX 2

Action for improvement of Hartlepool Compact	Action Owner and organisation	Support requirements and resources required	Date to be completed	Sub Actions
Via the engagement with voluntary sector the Volunteer Mentor Scheme to support offenders in the community to reduce re-offending, will continue to be expanded.	Durham Tees Valley Probation Trust	To liaise with the identified officers of the partners already signed up to the Compact to maximise our recruitment drive.	Progress to be reviewed in August 2010 and then on-going.	Extend and maintain the Volunteer Mentor Register to 10 by August 2011.

3.1 APPENDIX 2

Action for improvement of Hartlepool Compact	Action Owner and organisation	Support requirements and resources required	Date to be completed	Sub Actions
Create more opportunity for local residents to become involved in volunteering.	Cleveland Fire Support Network (CFSN)	Continue to work closely with HVDA and other known providers	Ongoing	
Continue to update and follow national guidelines in line with the Volunteer Charter, Policies and Procurement and Risk Assessments.	Chief Executive Officer / Trustee's	Links with Volunteer UK, all local Voluntary Development Agency's and the governments agenda on the BIG SOCIETY	Ongoing	

3.1 APPENDIX 2

Action for improvement of Hartlepool Compact	Action Owner and organisation	Support requirements and resources required	Date to be completed	Sub Actions
Continue to promote the Compact to the Voluntary & Community sector and encourage VCS groups to sign up to the document.	KB HVDA/CN	HVDA to send the Compact to all VCS Groups.	Completed July 2009 (102 signatories by Sept 09)	HVDA to promote the Compact at events as appropriate e.g. HVDA AMG
Keep and update register of VCS groups signed up to the Compact.	KB HVDA	HVDA to send reminders to all VCS groups to encourage groups to sign up to register. HVDA to update register on website as more groups sign up.	Ongoing Ongoing	