

FINANCE AND PROCUREMENT PORTFOLIO

DECISION SCHEDULE



Thursday, 6 January 2011

at 10.00 am

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

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

1. KEY DECISIONS

No items

2. OTHER ITEMS REQUIRING DECISION

- 2.1 Regeneration and Neighbourhoods Departmental Plan Monitoring Report – April to October 2010 – *Assistant Director (Resources)*
- 2.2 Seaton Carew Coastal Strategy – 1st Phase of Works – *Assistant Director (Transportation and Engineering)*
- 2.3 Eamont Gardens Garage Site – *Assistant Director (Resources)*
- 2.4 The West Hartlepool Technical Day School Old Boys RUFC – *Assistant Director (Resources)*

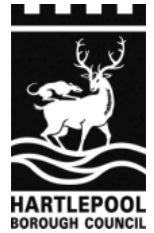
3. ITEMS FOR INFORMATION

No items

FINANCE AND PROCURMENT PORTFOLIO

Report to Portfolio Holder

6 January 2011



Report of: Assistant Director (Resources)

Subject: REGENERATION AND NEIGHBOURHOODS
DEPARTMENTAL PLAN MONITORING
REPORT - APRIL TO OCTOBER 2010

SUMMARY

1. PURPOSE OF REPORT

To inform the Portfolio Holder of the progress made against the Regeneration and Neighbourhoods Departmental Plan 2010/11 over the period April to October 2010.

2. SUMMARY OF CONTENTS

The progress against the key actions and performance indicators, along with latest position with regard to risks contained in the Regeneration and Neighbourhoods Departmental Plan 2010/11.

3. RELEVANCE TO PORTFOLIO MEMBER

The Portfolio Holder has responsibility for performance management issues in relation to some aspects of the Regeneration and Neighbourhoods Departmental Plan, covering those areas which fall within the scope of this portfolio.

4. TYPE OF DECISION

Non-key.

5. DECISION MAKING ROUTE

Portfolio Holder meeting 6 January 2011.

6. DECISION REQUIRED

The Portfolio Holder is requested to:

- Note the progress of key actions and performance indicators along with the latest position with regard to risks.
- Approve the proposed Action date change.

Report of: Assistant Director (Resources)

Subject: REGENERATION AND NEIGHBOURHOODS
DEPARTMENTAL PLAN MONITORING
REPORT - APRIL TO OCTOBER 2010

1. PURPOSE OF REPORT

- 1.1 To inform the Portfolio Holder of the progress made against the Regeneration and Neighbourhoods Departmental Plan 2010/11 over the period April to October 2010.






2. BACKGROUND

- 2.1 The Portfolio Holder has responsibility for performance management issues in relation to some aspects of the Regeneration and Neighbourhoods Departmental Plan, covering those areas which fall within the scope of this portfolio.
- 2.2 The Departmental Plan sets out the key tasks and issues along with an Action Plan to show what is to be achieved by the department in the coming year.
- 2.3 The Council's Covalent performance management system is used for collecting and analysing performance data in relation to both the Corporate Plan and Departmental Plans. The system is also used to monitor Risk Management across the council as part of the Performance Management Framework.
- 2.4 Where appropriate more detailed service plans are also produced detailing how each individual section contributes to the key tasks and priorities contained within the Regeneration and Neighbourhoods Departmental Plan and ultimately those of the Corporate Plan. These plans are managed within the department.

3. SECOND QUARTER PERFORMANCE






- 3.1 This section looks in detail at how the Department has performed in relation to the key actions and performance indicators that were included in the Regeneration and Neighbourhoods Departmental Plan 2010/11.
- 3.2 On a quarterly basis officers from across the department are requested, to provide an update on progress against every action and performance indicator contained in the performance plans.
- .

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

-  Completed
-  On track
-  Progress acceptable
-  Intervention required
-  Target not achieved

- 3.4 Within the Departmental Plan there are a total of 28 actions and 8 performance indicators for which the Portfolio Holder has responsibility. Table 1, below, summarises the progress made, to the 30th September 2010, towards achieving these actions.

Table1 – Regeneration and Neighbourhoods Departmental Plan 2010/11 progress summary

	Departmental Plan (Finance and Procurement Portfolio)	
	Actions	PI's
	8	1
	14	2
	2	4
	4	1
	-	-
Annual	-	-
Total	28	8

- 3.5 It can be seen from the above table that 14 of the actions for which the Portfolio has responsibility have been highlighted as being on track to achieve target, with a further 2 actions progressing within acceptable limits.
- 3.6 Four of the actions contained within the plan for which the Portfolio holder has responsibility have been identified as Intervention required. It is intended to continue with these actions and as such Officers have revised the due dates of these actions. Details of these actions along with the revised dates can be found in the table overleaf.

Ref	Description	Comments / reason for date change	Revised date
RND EN010	Develop and Implement Highways Services Strategy	The Development of the strategy has been delayed due to the prioritisation being given to the development of the third Local Transport Plan (LTP). The Highways Services Strategy document is under development. It is anticipated that it will now be completed by March 2011.	Mar 11
RND OD007	Develop procurement process to incorporate sustainable assessments	Significant proposed changes to procurement across the authority are being considered, in particular the realignment of tender thresholds and the development of sustainable procurement strategies. As this action is linked to these changes it is proposed this once these changes had been made.	Mar 11
RND OD012	Procure framework contracts for consultancy services	The framework is being considered as part of the SDO review of consultancy services. A feasibility study exploring options in respect of existing frameworks that we could utilise has been undertaken, which identified the need for an arrangement specifically tailored for the Building and Engineering Consultancies requirements. Regional Collaborative frameworks and Tees Valley options need to be considered prior to progression. Their outcomes are still awaited	Mar 11
RND OD014	Agree Community Asset Transfer through consultation and portfolio approval	The draft strategy has been approved by Portfolio Holder and is currently being prepared for consultation, however due to other priorities in workload this action is behind schedule	Mar 11

3.7 The remaining 8 actions have all being marked as completed. Amongst these officers have:

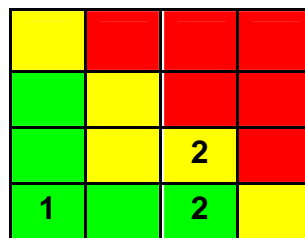
- A non operational Property Strategy has been drafted and is being used as part of Service Delivery Options and Business Transformation considerations
- The sale of three admin buildings to Cleveland College of Art & Design (CCAD) has been completed

3.8 It can also be seen that 3 of the Performance Indicators have been highlighted as being 'on track' or completed with 4 indicators highlighted as progressing within acceptable limits.

3.9 The remaining indicator, is highlighted as 'Intervention required' and relates to waste management. Details of this indicator is shown in the table below.

Indicator	Outturn	Target	Comments
NI 193 - Percentage of municipal waste land filled	16.60%	6%	Due to shutdowns of the energy from waste plant in April May June, and a further shutdown in July waste has been diverted to landfill. There are planned shutdowns in the final quarter, which will impact again on the amount of waste to landfill.

- 3.10 It is the policy of Hartlepool Council to take an active and pragmatic approach to the management of risks that could prevent the achievement of corporate and departmental objectives. On a quarterly basis responsible officers assess the risks identified within the Department's Risk Register.
- 3.11 The Portfolio Holder has responsibility for 5 of the risks identified with the departmental plan with none identified as high (Red) risk
- 3.12 The diagram below shows the distribution of risks according to their risk rating.



Impact

4. RECOMMENDATIONS

- 4.1 The Portfolio Holder is requested to:
- Note the progress of key actions along with the latest position with regard to risks.
 - Approve the proposed Action date change.

CONTACT OFFICER

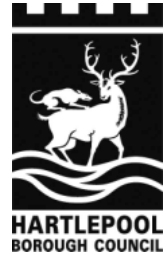
Stephen Russell
 Systems & Performance Manager
 Regeneration and Neighbourhoods Department
 Hartlepool Borough Council
 Bryan Hanson House
 Hartlepool

Telephone: 01429 523031
 Email: steve.russell@hartlepool.gov.uk

FINANCE AND PROCUREMENT PORTFOLIO

Report To Portfolio Holder

6 January 2011



Report of: Assistant Director (Transportation and Engineering)

Subject: SEATON CAREW COASTAL STRATEGY –
1ST PHASE OF WORKS

SUMMARY

1. PURPOSE OF REPORT

To advise the Portfolio Holder that urgent works are required to upgrade a section of coastal defence in Seaton Carew and detail steps taken to commission the works. To advise that a further report covering the whole coastal strategy will be taken to Cabinet shortly.

2. SUMMARY OF CONTENTS

Background information on production of the Seaton Carew Coastal Strategy. Details of the proposed urgent works and financial, legal and asset management considerations.

3. RELEVANCE TO PORTFOLIO MEMBER

Portfolio Holder is responsible for Coast Protection.

4. TYPE OF DECISION

Non Key

5. DECISION MAKING ROUTE

Portfolio Holder only

6. DECISION(S) REQUIRED

Endorse the actions taken by the Assistant Director to progress the implementation of urgent coastal works in Seaton Carew.

Report of: Assistant Director (Transportation and Engineering)

Subject: SEATON CAREW COASTAL STRATEGY –
1ST PHASE OF WORKS

1. PURPOSE OF REPORT

- 1.1 To advise the Portfolio Holder that urgent works are required to upgrade a section of coastal defence in Seaton Carew and detail steps taken to commission the works. To advise that a further report covering the whole coastal strategy will be taken to Cabinet shortly.

2. BACKGROUND

- 2.1 The Seaton Carew Coastal Strategy Study commenced in October 2008 and covered the frontage from Newburn Bridge in the north down to the Tees Estuary in the south. The study contract was awarded to Scott Wilson Consultants.
- 2.2 The purpose of the study is to produce a robust long-term (100 years) strategic management plan for the coastal defence of the frontage.
- 2.3 The formal process requires that the strategy is recommended for approval by the Environment Agency's National Review Group (NRG). The draft strategy was presented to NRG in September (in London) by the Council's Assistant Director and Principal Engineer. The strategy was generally well received by NRG and officers are in the process of amending / adding to the strategy documents prior to re-submission.
- 2.4 During the strategy it became apparent that urgent works are required to upgrade a section of coastal defence in Seaton running from the Staincliffe Hotel south to the Station Lane Access Ramp (see attached plan and photographs enclosed as **Appendix 1**).
- 2.5 After consultation with the Environment Agency it was decided that a specific Project Appraisal Report (PAR) would be carried out in parallel with production of the overall coastal strategy for the frontage. A Project Appraisal Report looks at the individual scheme in great detail considering economic, environmental and technical factors to produce a robust business case for the works which is then presented to the Environment Agency's Project Assessment Board for technical approval.

- 2.6 A comprehensive report detailing the conclusions and recommendations from the coastal strategy and the procedures and timescales for carrying out the works will be presented to Cabinet in the near future. The value of the strategy is approaching £30million over the time period.

3. PROPOSALS

- 3.1 The urgent works required comprise:-
- 500m of Rock Armour Toe Revetment to the existing sea wall between the Staincliffe Hotel and Station Lane Access Ramp;
 - a new 80m long concrete wave wall along the former North Shelter area with infill, paving and landscaping behind and a new set of beach access steps;
 - replacement of the existing Beacon steps.
- 3.2 The former North Shelter area is currently closed to the public due to previous events (loss of steps in 2006 and accident to member of the public in 2007) and the increased potential of further incidents due to the risk of waves overtopping onto the lower promenade.
- 3.3 Due to the urgent nature of the works, the production of the Project Appraisal Report and Environmental Impact Assessment to accompany the planning application for the works was awarded directly to Scott Wilson Consultants as additional works under the terms of the contract for the strategy study.
- 3.4 The Project Appraisal Report is now complete and has been submitted to the Environment Agency for approval. The Assistant Director and Principal Engineer presented the business case for the works to the Environment Agency Project Assessment Board (PAB), in Leeds on 9th December 2010. The value of the works is approx £1.8million.
- 3.5 Subject to approval of the Project Appraisal Report and the award of planning permission (submitted, currently being considered) it is anticipated that construction on site will begin in March 2011.

4. FINANCIAL CONSIDERATIONS

- 4.1 The application to the Environment Agency under the Flood Defence Grant in Aid (FDGiA) funding stream is for 100% of the project costs.

5. LEGAL CONSIDERATIONS

- 5.1 Various licences, approvals and consents are required before the works can be carried out and these are being progressed in tandem with consideration of the planning application.

6. ASSET MANAGEMENT CONSIDERATIONS

- 6.1 Carrying out the works will improve the asset and reduce the requirement for maintenance in the short/medium term.

7. RECOMMENDATIONS

- 7.1 It is recommended that the Portfolio Holder endorses the actions taken by the Assistant Director to progress the implementation of urgent coastal works in Seaton Carew.

8 REASONS FOR RECOMMENDATIONS

- 8.1 To reduce the risk of loss of the wall from coastal erosion and allow beach access from the former North Shelter area to be restored.

9. BACKGROUND PAPERS

Seaton Carew Coastal Strategy Appraisal Report
Seaton Carew Town Frontage MA13.1 A Project Appraisal Report

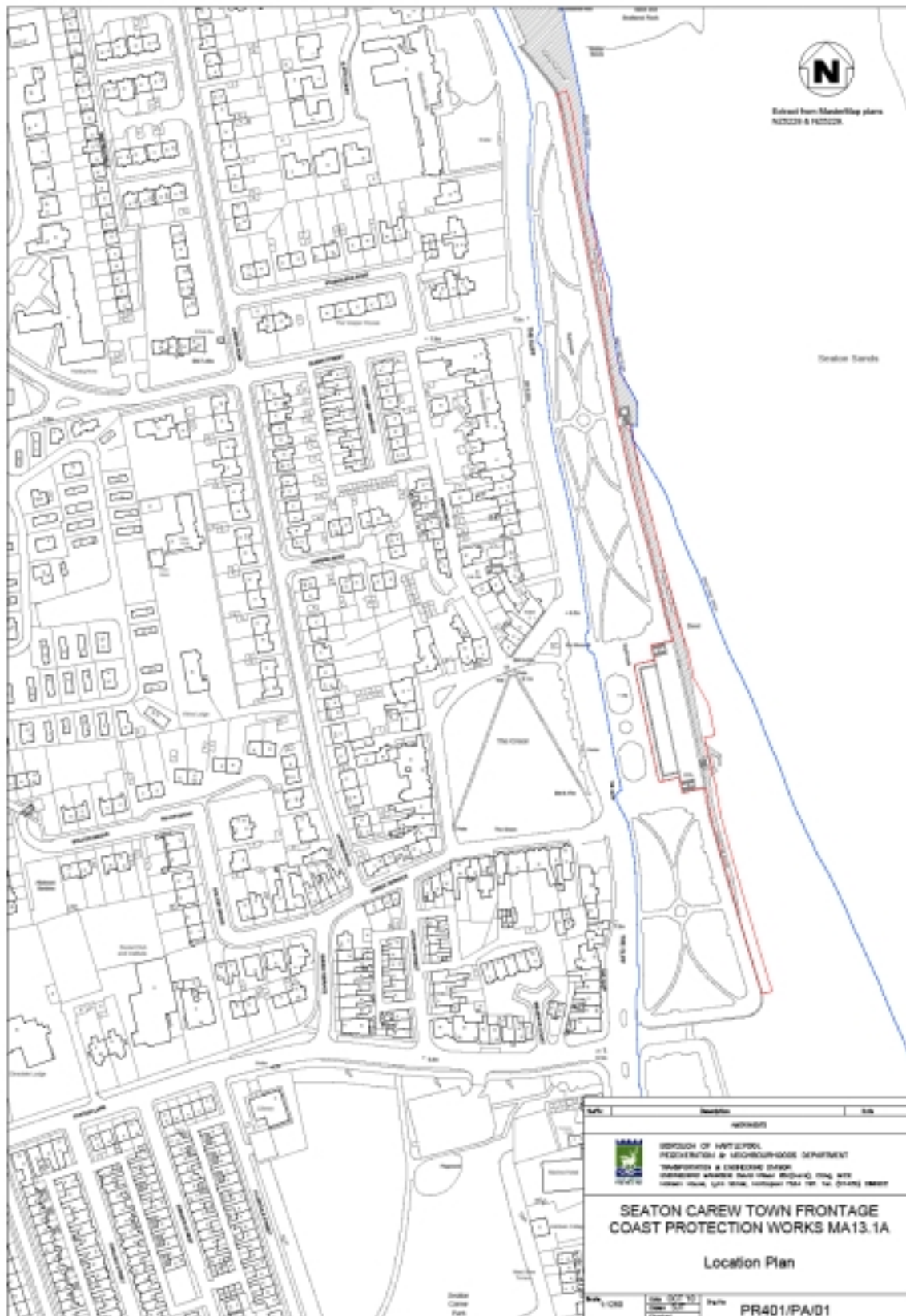
10. CONTACT OFFICER

Dennis Hancock
Principal Engineer (Environmental Issues)
Regeneration and Neighbourhoods
Transportation and Engineering

Tel No 01429 523207
Dennis.hancock@hartlepool.gov.uk

APPENDIX 1

Location Plan



Photograph Number 1

The photograph below shows the northern end of the proposed works. The photograph was taken in 2006 following a rapid reduction in beach levels which exposed the foundations of the existing wall. Temporary emergency works involving placing rock armour was initiated here; this has provided stability but did not prevent the loss of the northern set of access steps at the North Shelter (See Photograph No 2).

The proposed works involve upgrading the emergency works by improving the rock armour and constructing a new wall at the former North Shelter to the same height as the adjacent wall.



Photograph Number 2

The photograph below shows the loss of the northern set of access steps at the North Shelter, lost in 2006. The southern set of access steps at the north shelter is currently closed for safety reasons. The proposals involve raising this low wall and providing a new beach access.



Low Wall to be Raised
And Area Behind In-Filled

Steps to be Re-Constructed

Photograph Number 3

The photograph below shows the former North Shelter Area. A new wall will replace the existing railings, constructed to a height to match the adjacent wall. The area of the former North Shelter will be infilled with a new promenade and landscaped area constructed.



Area to be Infilled

New Wall Along this Section
Height to be above Existing Railing Height.

Photograph Number 4

The photograph below shows the emergency rock armour placed to prevent further lowering of the beach level. This level of protection is to be upgraded by the proposed works. Again, wall height of the former North Shelter is to be raised to the surrounding level.



FINANCE AND PROCUREMENT PORTFOLIO

Report to Portfolio Holder

6th January 2011



Report of: Assistant Director (Resources)

Subject: EAMONT GARDENS GARAGE SITE

SUMMARY

1. PURPOSE OF REPORT

To seek Portfolio Holder approval to dispose of Eamont Gardens Garages site for redevelopment

2. SUMMARY OF CONTENTS

The report contains background to the proposal and the Estates Sections recommendations

3. RELEVANCE TO PORTFOLIO MEMBER

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

4. TYPE OF DECISION

Non Key

5. DECISION MAKING ROUTE

Portfolio Holder only

6. DECISION(S) REQUIRED

Portfolio Holder to grant approval for the disposal of the Eamont Gardens Garages Site

Report of: Assistant Director (Resources)

Subject: EAMONT GARDENS GARAGE SITE

1. PURPOSE OF REPORT

- 1.1 To seek Portfolio Holder approval to dispose of Eamont Gardens Garages site for redevelopment

2. BACKGROUND

- 2.1 Portfolio Holder will recall that a survey was carried out on the garages that are situated at Eamont Gardens (**Appendix A**) which are currently tenanted and generates an income of approximately £2,400 per annum for the Council.
- 2.2 The survey indicated that the garages had reached the end of their useful life and would require substantial work/rebuilding if these garages were to be continued to be occupied. All but one is currently let.
- 2.3 In line with Portfolio Holder's recommendation consultation was carried out with the tenants that currently occupy the garages. Initially, a letter was sent to the individuals on 5th October 2010 which proposed a number of options. A copy of the letter is attached to the report (**Appendix B**).
- 2.4 The initial letter only received one response in which the respondent chose option 3. This level of response was not deemed satisfactory, so a further letter was hand delivered on 1st November. This resulted in a further 4 responses, 2 of which chose for option 3 to dispose of the site for redevelopment. (**Appendix C**).
- 2.5 The Ward Councillors (Councillors Brash, Hall and Lauderdale) were also consulted. The general feeling was they were in agreement with option 3 as the area in question can be susceptible to anti social behaviour issues.

3. PROPOSALS

3.1 Previously the Portfolio Holder had considered a number of options for the site:-

- Demolish and rebuild-charging tenants £20 per week
- Demolish garages secure the site and retain off street parking-charging tenants £10 per week
- Dispose of the site for redevelopment

Indicative costs are as follows:

- Repair £38k
- Demolish and replace £48k (modular construction fabricated off site)
- Demolish £9,900 approximately.

3.2 In the light of the consultation responses Portfolio Holder is requested to consider the options with a suggestion that the site is marketed for sale for an alternative use, most likely to be residential development.

3.3 The Council's Planning Department were consulted and they indicated that in principle residential development would be suitable on the site, subject certain issues being dealt with in the design phase such as separation distance from the surrounding properties.

4. FINANCIAL AND RISK IMPLICATIONS

4.1 The attention of the Portfolio Holder is drawn to the Asset Management element of the Business Transformation programme. The decision by Cabinet of January 2009 requires a commercial, proactive approach to be taken on Asset Management issues.

4.2 The decision to adopt a commercial approach to asset management requires the Council to realise the full value of any properties or property rights that it disposes of. The land sale will bring a capital receipt and would be suitable for two houses.

4.3 The implications for the area will be a reduction in off street parking in the Eamont Gardens although only 6 of the residents reside in Eamont Gardens so will not have a significant effect on Eamont Gardens itself

4.4 Housing Hartlepool as the Council's managing agent have been consulted with regards to this matter and they are in agreement to the proposal to demolish and redevelop the site as the garages are reaching the end of their useful life

5. RECOMMENDATIONS

- 5.1 Portfolio Holder to grant approval for the disposal of the Eamont Gardens Garages Site

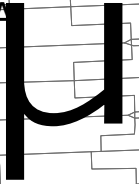
6 REASONS FOR RECOMMENDATIONS

- 6.1 This is the preferred option of the various interested parties including the tenants or the garages and also the Ward Councillors, and would lead to improvement of the area as it would help mitigate the issue of anti social behaviour in the area.

7. CONTACT OFFICER

James Cuthbert
Estates and Valuation Surveyor
Hartlepool Borough Council
Bryan Hanson House
Hartlepool
TS24 7BT
Tel: 01429 523236
E-mail: james.cuthbert@hartlepool.gov.uk

APPENDIX A



LOCATION	Eamont Gardens Garages, Hartlepool UPRN - 0656 AREA - 754.07 sq/m	DRAWN BY	CT	DATE	01/04/09
		SCALE	1:1250		
DEED PACKET	CE161234	OS MAP	NZ 5031NW	DRWG No	-



Hartlepool Borough Council
Neighbourhood Services Department
Procurement & Property Services Division
Graham Frankland B.Eng(HONS)
Head of Procurement, Property & Public Protection
Leadbitter Buildings
Stockton Street
Hartlepool
TS24 7NU

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Graham Frankland
Procurement & Property Services
Bryan Hanson House
Hanson Square
Hartlepool
TS24 7BT

Contact Officer/Email: James Cuthbert, Ext 3236

Tel: 01429 266522 **APPENDIX B**
www.hartlepool.gov.uk

Our Ref: JC/E/841/M/CB
Your Ref:



2.3

5th October 2010

«ADDRESS»

Dear «SALUTATION»

Eamont Gardens Garages

I am writing to inform you that a survey of the Eamont Garden Garages has unfortunately confirmed that the garages are at the end of their useful life with the need for widespread repairs particularly in relation to corrosion making it necessary to demolish them.

Hartlepool Borough Council is very much aware that the garages provide useful and popular facilities for local residents, but in the current economic climate the Council is not in a position to replace the garages without this resulting in an increase in costs to the tenant. In addition the Council has no other local sites where the tenant could be offered an alternative

The Council recognise that existing tenants may be not in a position, or wish to meet an increase in rental costs resulting from any future proposals. Consequently we are currently undertaking an initial survey of existing tenants in attempt to identify what the realistic options are for the long term future of the Eamont Gardens site.

I would therefore be very grateful if you could consider the options outlined on the attached sheet, tick the option you prefer, and return the sheet to me in a stamped addressed envelope provided no later than 10 days from the date of this letter.

Yours sincerely

James Cuthbert BSc (Hons) MRICS
Estate & Valuation Officer

**Options for Future Use of Eamont Gardens Garage Site Tenants
Consultation**

Option 1

Demolish and replace- willing to pay £20 per week rental

Prefer Option 1

☐

Option 2

Demolish garages secure the site and retain and off street parking- willing to pay £10 per week rental costs

Prefer Option 2

☐

Option 3

Dispose of the site for redevelopment

Prefer Option 3

☐

Additional Comments

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Name:.....

Date:.....

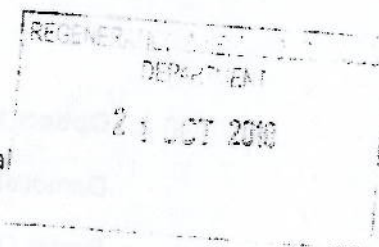
APPENDIX C

Options for Future Use of Eamont Gardens Garage Site Tenants
Consultation

Option 1

Demolish and replace- willing to pay £20 per week rental

Prefer Option 1

☐


Option 2

Demolish garages secure the site and retain and off street parking- willing to pay £10 per week rental costs

Prefer Option 2

☐

Option 3

Dispose of the site for redevelopment

Prefer Option 3

☒

Additional Comments

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Name:.....

Date:.....



Options for Future Use of Eamont Gardens Garage Site Tenants Consultation

Option 1

Demolish and replace- willing to pay £20 per week rental

Prefer Option 1

☐

Option 2

Demolish garages secure the site and retain and off street parking- willing to pay £10 per week rental costs

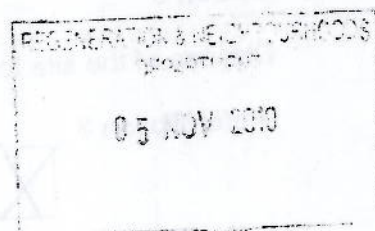
Prefer Option 2

☐

Option 3

Dispose of the site for redevelopment

Prefer Option 3

☒


Additional Comments

With being Senior Citizens we have unfortunately to go with Option 3 as pensioners we feel this is our best option. We look forward to still being able to use the garage until your final date.

Name:

Date: 3/11/10

Options for Future Use of Eamont Gardens Garage
Site Tenants Consultation

Option 1

Demolish and replace- willing to pay £20 per week rental

Prefer Option 1

☐

Option 2

Demolish garages secure the site and retain and off street parking- willing to pay £10 per week rental costs

Prefer Option 2

☐

Option 3

Dispose of the site for redevelopment

Prefer Option 3

☒

Additional Comments

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Name:

Date:

James Cuthbert

From:

Sent: 01 November 2010 11:58

To: James Cuthbert

Subject: eamont gardens garages

Hello my name is

i am the owner of number 11 garage in eamont gardens and have been for around 20 years, i have just recieved the letter stating that the garages are to be deomolished,, these are the only garages in the area, if these are demolished then where am i supposed to park my car for safety and dryness in the bad weather, you state option 2 to demolish garages and secure site and retain off street parking, how come all of a sudden you can secure the site, yet when i asked about why the gates to the garages had not been put on i was told it would restrict local residents to the back of there houses, why should i pay £10 a week for a open space with no cover, we have had a lot of problems of having cars parked in the garage turning area as it is used by the church and when i contacted the civic centre about this i was told that it was not a civic centre matter but a police one, thereofre who does own the land, i feel that if you take down the garages then this problem will only get worse, i use my garage daily as i have had cars vandalised and stolen from outside my home. i await your response and as for paying £20 a week, this is not a option, I am on benefits and i do not think £80 a month is a fair price, i pay £24 a month and in all the ye ars i have had the garage i have only had 2 or maybe 3 at the most repairs done to it,,,

02/11/2010

Options for Future Use of Eamont Gardens Garage Site Tenants
Consultation

Option 1

Demolish and replace- willing to pay £20 per week rental

Prefer Option 1

☐

Option 2

Demolish garages secure the site and retain and off street parking- willing to pay £10 per week rental costs

Prefer Option 2

☐

Option 3

Dispose of the site for redevelopment

Prefer Option 3

☐


Additional Comments

I don't agree with any of the options. In my opinion whatever the garage tenants decide the council will do whatever they think is best. I am very disappointed as I have rented the garage since it was built. I personally think there are far more buildings in H'pool stood derelict that either need repair or demolishing before the garages.

Name: Paula Smith

Date: 14.10.10



Office of the Attorney General
Department of Justice

Option 1

Demolish and replace with a new 250 car garage



Project Option

Option 2

Demolish garage and replace with a new 250 car garage - willing to pay \$10 per square foot

Project Option

Option 3

Demolish with site for redevelopment

Project Option

Additional Comments

A don't agree with any of the options as my opinion whatever the board for the decide but council will do whatever they best. I am very disappointed as I have wanted the garage since it was built. I personally think there are for more buildings in the area. I think that there are more of demolishing before the garage.

Name: [Signature]

Date: 11/1/12

Received by: [Signature]

FINANCE AND PERFORMANCE PORTFOLIO

Report to Portfolio Holder

6th January 2011



Report of: Assistant Director (Resources)

Subject: The West Hartlepool Technical Day School Old Boys RUFC

SUMMARY

1. PURPOSE OF REPORT

To consider a review to the lease arrangement with West Hartlepool Technical Day School Old Boys (WHTDSOB) during its period of transition.

2. SUMMARY OF CONTENTS

The report contains background to the proposal and options for the lease review.

3. RELEVANCE TO PORTFOLIO MEMBER

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

4. TYPE OF DECISION

Non Key

5. DECISION MAKING ROUTE

Portfolio Holder only

6. DECISION(S) REQUIRED

Portfolio Holder to consider the proposals discussed in this report and provide direction on a preferred package of support.

Report of: Assistant Director (Resources)

Subject: The West Hartlepool Technical Day School Old Boys RUFC

1. PURPOSE OF REPORT

- 1.1 To consider a review to the lease arrangement with West Hartlepool Technical Day School Old Boys (WHTDSOB) during its period of transition.

2. BACKGROUND

- 2.1 WTDSOB RUFC have leased land at Wiltshire Way from the Council since 1983, the site they occupy is divided into two elements, comprising;
- a) land on which the club house is sited (shown **Cross Hatched in Appendix A**) and;
 - b) land used for sports pitches (shown **Hatched in Appendix A**).
- 2.2 In 2005 the lease was renewed for a further term of 25 years subject to 5 year rent reviews, details of which can be found in the Confidential **Appendix B**. **This item contains exempt information under Schedule 12A Local Government Act 1972 (as amended by the Local Government (Access to Information) (Variation) Order 2006) namely, (para 3) information relating to the financial or business affairs of any particular person (including the authority holding that information.**
- 2.3 The Club is going through a transition and have written to the Council seeking a review to the lease arrangements to support them during the current phase of transition (details of which can be found in Confidential **Appendix C**). **This item contains exempt information under Schedule 12A Local Government Act 1972 (as amended by the Local Government (Access to Information) (Variation) Order 2006) namely, (para 3) information relating to the financial or business affairs of any particular person (including the authority holding that information.**

2.4 Over the last few years there has been a dramatic reduction in the amount of rugby teams that use the pitches which has had a major impact on the revenue generated, The club has changed the emphasis of its operation to football for which there is a greater demand. The club are working with Hartlepool FC amongst others to promote the development of both youth and adult teams thereby increasing the use and sustainability of the clubs facilities

2.5 The club are adopting a far more commercial approach to income generation through a number of initiatives including :

- Providing camping facilities during the Tall Ships Event
- Increasing social events at the club.
- Hiring out rooms for functions and conferences.
- Allowing members the opportunity to use the building for private functions.

The club has also looked at ways of reducing the overheads at the premises as well such as:

- Aligning staff hours with club operating times and reducing staff wages,
- Reviewing all service contracts
- Reviewing bar pricing structure

The review of these matters has resulted reduced operating costs/revenue generation but the sustainability of the Club remains difficult.

3. PROPOSALS

3.1 There are a number of options for the Portfolio Holder to consider; these are as follows:

- Allow the club a rent free period, length to be agreed.
- Suspend rent payments for a year, but recover the money proportionately over a 5 year period.
- Provide development assistance & support to the club through the Council's Sports and Recreation Section to include advice and guidance with regard to potential funding streams available to the club.
- Continue the lease arrangement in its present form.

4. FINANCIAL AND RISK IMPLICATIONS

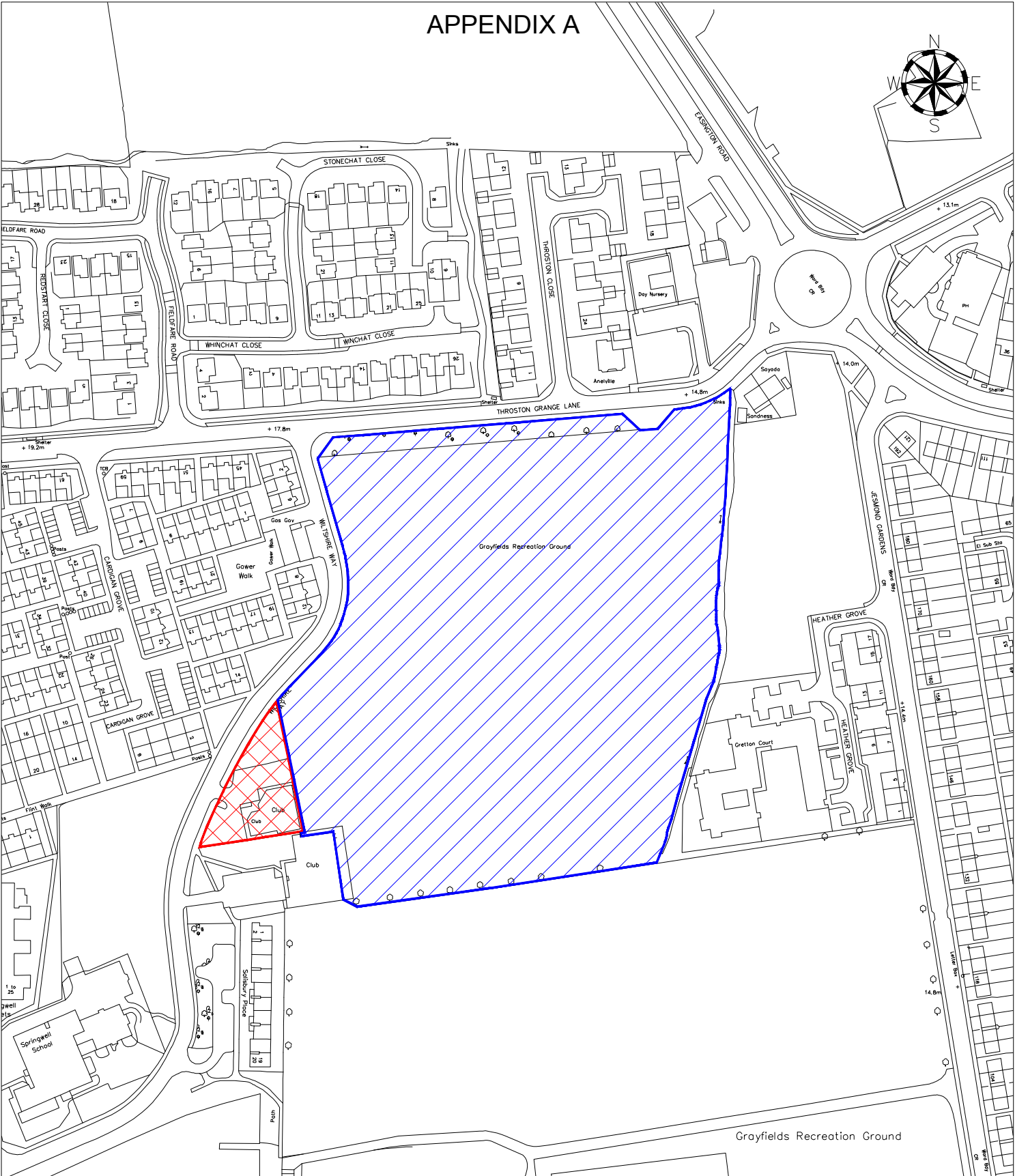
- 4.1 The risk associated with either granting a rent free period or freezing the rent for a year is that if the transitions have limited effect, the Council may not recover the deferred payments or may have to consider additional support.

5. RECOMMENDATIONS

- 5.1 Portfolio Holder to consider the proposals discussed in this report and provide direction on a preferred package of support.

6. CONTACT OFFICER

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LOCATION	Land leased to the T.D.S.O.B.R.U.F.C. at Wiltshire Way, Hartlepool	DRAWN BY	CT	DATE	16/12/10
		SCALE	1:2500		

DEED PACKET	DU3083	OS MAP	NZ 4934NE/ SE	DRWG NO	E/G/434
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HARTLEPOOL BOROUGH COUNCIL
NEIGHBOURHOOD SERVICES DEPARTMENT
PROCUREMENT & PROPERTY SERVICES DIVISION

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