

COMMUNITY SAFETY AND HOUSING PORTFOLIO DECISION SCHEDULE



Tuesday, 1 March 2011

at 1.00 pm

in Committee Room A, 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 Seaton Carew Conservation Area Management Plan – *Assistant Director (Regeneration and Planning)*
- 2.2 Safer Hartlepool Partnership Community Cohesion Fund Proposal – *Assistant Director (Neighbourhood Services)*
- 2.3 Business transformation – Household Waste Recycling Centre Opening Times – *Assistant Director (Neighbourhood Services)*

3. ITEMS FOR INFORMATION

- 3.1 Regeneration And Neighbourhoods Departmental Plan Monitoring Report - April To December 2010 – *Director of Regeneration and Neighbourhoods*
- 3.2 Minor Works Proposals – Neighbourhood Consultative Forums – *Assistant Director (Neighbourhood Services)*
- 3.3 Pride In Hartlepool Small Grant Scheme Projects – *Assistant Director (Neighbourhood Services)*

4. REPORTS FROM OVERVIEW OF SCRUTINY FORUMS

No items

COMMUNITY SAFETY AND HOUSING PORTFOLIO

Report to Portfolio Holder
1 March 2011



Report of: Assistant Director (Regeneration and Planning)

Subject: SEATON CAREW CONSERVATION AREA
MANAGEMENT PLAN

SUMMARY

1. PURPOSE OF REPORT

To provide information to the Portfolio Holder on the draft Management Plan that has recently been produced for the Seaton Carew Conservation Area and request permission to take the draft document out to public consultation.

2. SUMMARY OF CONTENTS

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

3. RELEVANCE TO PORTFOLIO MEMBER

Conservation falls within this Portfolio.

4. TYPE OF DECISION

Non – key decision.

5. DECISION MAKING ROUTE

Portfolio Holder on 1 March 2011.

6. DECISION REQUIRED

That the Portfolio Holder notes the report and agrees to the public consultation for the Seaton Carew Conservation Area Management Plan.

Report of: Assistant Director (Regeneration and Planning)

Subject: SEATON CAREW CONSERVATION AREA
MANAGEMENT PLAN

1. PURPOSE OF REPORT

- 1.1 To provide information to the Portfolio Holder on the draft Management Plan that has recently been produced for the Seaton Carew Conservation Area and request permission to take the draft document out to public consultation.

2. BACKGROUND

- 2.1 English Heritage in their advice to local authorities' in their publication "Guidance on the Management of Conservation Areas" (February 2006) indicates that an appraisal of a conservation area needs a set of policies, strategies and actions identified to actively manage change in a conservation area. Change in a conservation area is inevitable and the purpose of a management plan is to direct this change in such a way that it strengthens rather than undermines the conservation areas special quality.
- 2.2 Existing national legislation and policy advice in the form of the "Planning (Listed Buildings and Conservation Areas) Act 1990" and "Planning Policy Statement 5: Planning for the Historic Environment" with its supporting Practice Guide from English Heritage provide guidance on how to manage development in conservation areas. Many of these national policies are translated locally to Hartlepool via the Local Development Framework (previously the Hartlepool Local Plan) which provides specific policies to manage listed buildings and conservation areas. However every conservation area has development issues more or less specific to that Area which a Conservation Area Appraisal like that undertaken in Seaton Carew is intended to identify.

3. SUMMARY OF SEATON CAREW MANAGEMENT PLAN

- 3.1 The Visual Appraisal for Seaton Carew indicated that the conservation area can be characterised as two distinct areas one to the north of Station Lane, the other to the south. The area north is predominantly residential buildings which are well maintained. The area to the south is largely commercial and retail in character and while there are no

long term vacant properties there are other issues of concern. The Appraisal identified some very particular problems affecting the quality of Seaton Carew Conservation Area which needed specific responses to manage the area. These have been highlighted in the Management Plan which proposes to address each issue. The areas to be addressed are:

- Building maintenance.
- Alterations to buildings.
- Alterations to shop fronts including roller shutters and signage.
- Development opportunities
- The street environment.

Further information on each of these issues is provided below along with a brief outline of the suggested measures that are considered to address these problems in the management plan.

- 3.2 **Building maintenance** – One issue that can affect the appearance and quality of the conservation area is the lack of building maintenance. Advice from English Heritage encourages timely maintenance of buildings in order to prevent major and costly repairs becoming necessary later. The Management Plan proposes negotiation through the development control process and, where necessary, the use of statutory powers to encourage good maintenance within the area.
- 3.3 **Alterations** – Buildings in the area are characterised by a strong vertical emphasise and the use of common materials such as slate or clay pantiles for roofs and stone or brick for external walls. Many properties have Victorian or Edwardian additions in the form of bay windows at first floor. The Management Plan proposes discouraging alterations to properties with materials which are unsympathetic to the character of the area along with resisting the introduction of oversized windows.
- 3.4 **Alterations to shop fronts including roller shutters and signage** – The appraisal highlighted that there were a number of tradition shop fronts with relatively simple decorative features. The introduction of roller shutters to such properties would harm the character of the area. As with Church Street Conservation Area the production of a document to inform owners of properties of the preferred designs within the conservation area is proposed.
- 3.5 The report has identified the adverse visual impact arising from the adoption of inappropriate signage. An approach to adverts based on hand painted fascia signs etc with the recent grant budget in Church Street Conservation Area has demonstrated that the type, design and detail of advertisements to buildings and shop fronts can have a positive impact on the appearance of the conservation area. This sentiment is outlined in the management plan along with the proposal

that guidance is provided on signage in conjunction with any information produced on shop fronts.

- 3.6 **Development opportunities** – Development proposals within the conservation area can provide opportunities for enhancement of the character and appearance of the conservation area. The management plan proposes the requirement for applicants to provide full detailed plans of their proposal including a design statement which would analyse the surrounding area.
- 3.7 **The street environment** – The appraisal noted the incoherent appearance of the street environment which was detracting from the character of the conservation area. Public investment in the street environment has been piecemeal. The management plan proposes the adoption of a coherent design approach for the street environment including materials. Alongside the street environment the presence of trees within the conservation area is noted. The majority of trees in the area are found within the grounds of Holy Trinity Church however there are some located on the boundary of the area that provide a back drop to the conservation area. The plan proposes encouraging the planting of new and replacement trees.

4. PUBLIC CONSULTATION

- 4.1 It is proposed that all properties within the area and interested parties, such as local amenity societies, would receive a letter inviting comments and a leaflet summarising the management plan. In addition the document will be available to download from the Council's website.

5. RECOMMENDATION

- 5.1 That the Portfolio Holder notes the report and agrees to the public consultation for the Seaton Carew Conservation Area Management Plan.

6. CONTACT OFFICER

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**DRAFT
MANAGEMENT PLAN
SEATON CAREW CONSERVATION AREA**

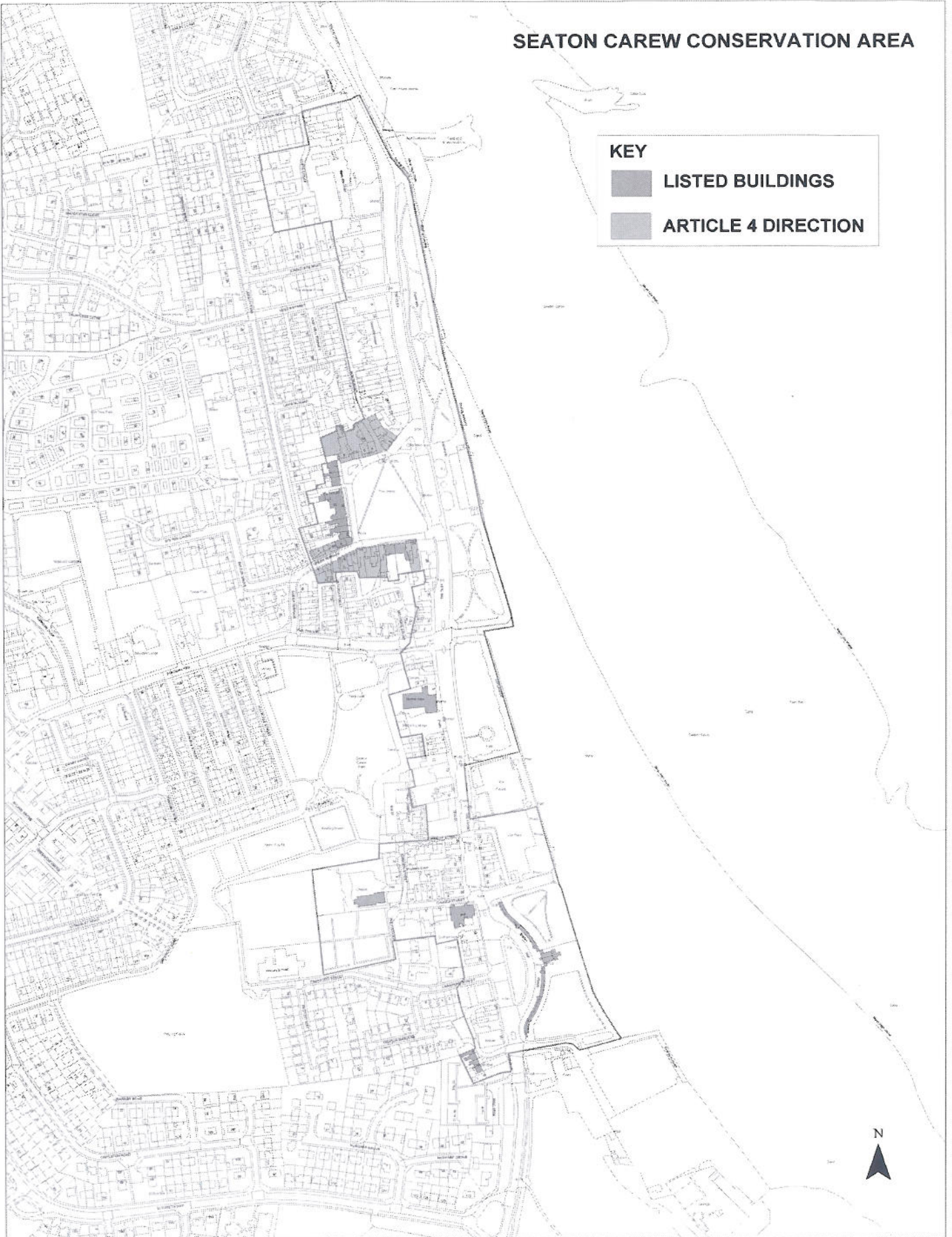


SEATON CAREW CONSERVATION AREA

KEY

LISTED BUILDINGS

ARTICLE 4 DIRECTION



1 INTRODUCTION

Conservation areas in Hartlepool are intended to add to the quality of life of those living in and visiting the town.

These areas are special quality places in which to live, to establish a business, to work and provide a link to Hartlepool's past through the buildings, coastline and countryside.

Conservation areas are attractive to those visiting the area and provide a stage to show Hartlepool at its best.



The following report proposes a basis for managing the Seaton Carew Conservation Area. Change in a conservation area is inevitable and the purpose of a management plan is to direct this change in such a way that it strengthens rather than undermines the conservation areas special quality. It will ensure that the characteristics that contribute to make the area attractive and of high quality are kept and reinforced to ensure that Seaton Carew Conservation Area continues in the future to add to the quality of life of Hartlepool.

The proposed Seaton Carew Management Plan should be read in conjunction with the Seaton Carew Conservation Area Visual Appraisal completed in June 2009. The Appraisal, in summary, identified some particular issues affecting the quality of the Seaton Carew Conservation Area which needed specific management to protect the appearance and character of the area.

2 KEY ISSUES WITHIN CONSERVATION AREA

The key aims of the Management Plan are:

- To raise awareness of the importance and value of local heritage
- To provide guidance and set out objectives to preserve and enhance buildings, structures and public spaces within the conservation area.
- To provide design guidance on key development issues within the conservation area.
- To outline key statutory requirements with respect to development within the conservation area.

The Visual Appraisal identified some very particular issues affecting the quality of Seaton Carew Conservation Area which needed specific responses to manage the area. These were:

- building maintenance.
- alterations to buildings
- inappropriate alterations to shop fronts including roller shutters and signage
- development opportunities
- the street environment.



Each of these subjects are dealt with on the following pages. An in depth analysis of each of the issues is provided alongside solutions to tackle these problems.

3 SUMMARY OF THE CURRENT CHARACTER OF THE CONSERVATION AREA AND POLICIES



Seaton Carew has no long term vacant properties either commercial or residential which would affect the character and integrity of the conservation area. The conservation area at Seaton Carew can be characterised as two distinct areas one to the north of Station Lane the other to the south. The area north of Station Lane is predominately residential with some commercial buildings in the form of hotels and bed and breakfasts, dotted through the area. Both commercial and residential buildings within this area are well maintained.



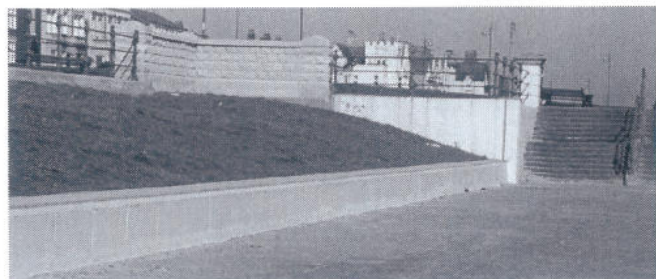
The area south of Station Lane is predominately commercial and retail in character. While there are no long term vacant properties (a situation changed by recent public investment under a Heritage Economic Regeneration Scheme which brought a number of vacant properties back into use) the predominate issue is building appearance arising from inappropriate repairs and alterations, inappropriately designed and detailed business advertisements and incoherent appearance of the street environment.



The public environment is also to a high standard with the possible exception of The Green which is an impressive area surrounded by housing where there is an opportunity to create a significant environment which could improve and enhance the character of the conservation area.



The Planning (Listed Buildings and Conservation Areas) Act 1990 and other relevant planning legislation provide for various powers that enable local planning authorities to discharge their responsibilities to preserve the unique character and appearance of conservation areas. At a local level the current development plan for Seaton Carew is the Local Plan adopted in April 2006. Relevant policies from this plan can be found in Appendix 1 of this document.



4 BUILDING MAINTENANCE

Objective — To continue to maintain and enhance the properties in the Seaton Carew Conservation Area.



One of the issues identified in the Conservation Area Visual Assessment is that of suitable maintenance of properties. Advice from English Heritage encourages timely maintenance of buildings in order to prevent major and costly repairs becoming necessary later.



Powers are available for vacant listed buildings in the form of urgent works and repair notices to achieve re-use of a listed building. Further details can be found in Appendix 2 of this document. There are no long term vacant buildings in Seaton Carew Conservation Area. Most listed buildings are in residential use, well maintained and therefore unlikely to become long term vacant. Of the remaining listed buildings two are in commercial use as hotels/public houses where there is a possibility of long term vacancy at some point, another is a church (i.e. Holy Trinity) and the final listed building is the Bus Shelter which is in Council ownership.



Of more concern is the maintenance and appearance of some of the shops, takeaways and restaurants in the conservation area which are not listed buildings, particularly in the area south of Station Lane. With these buildings advice on proper and timely maintenance combined with appropriate powers would be the most suitable management approach.

Actions:

- 1. The Council will negotiate through the development control process and / or make use of its statutory powers to institute urgent works and repairs notices to protect listed buildings or unlisted buildings that contribute positively to the special character of a Conservation Area in cases where buildings within the conservation area are shown to be under threat as a result of poor maintenance*
- 2. The Council will accept proposal for the appropriate repair of the buildings in Seaton Carew if the designs are sympathetic to the existing architectural detail, style and proportion of the existing building.*

5 ALTERATIONS

Objective — To ensure the preservation of the architectural integrity of properties in Seaton Carew Conservation Area



The buildings in Seaton Carew Conservation Area have a strong vertical emphasis with pitched roofs, mostly roofed in a grey slate but with some examples of clay pantiles or plain tiles.

Traditional vertical sash windows are common features of the conservation area but there are examples of horizontal sash and casement windows all of which enhance the character of the conservation area.

The earlier buildings in Seaton Carew are usually constructed in a random stone often painted white while later buildings are constructed in brickwork. Many buildings have had later additions in the form of Victorian canted windows and Edwardian square windows at the first floor.



Actions:

1. *The council will discourage the introduction of any roofing materials that are unsympathetic to the character of the existing area.*
2. *The council will discourage any proposals that seek to introduce inappropriate or oversized windows i.e. none sash, Victorian Canted and Edwardian square windows.*
3. *The council will discourage all applications to clad buildings with materials that are not appropriate to the appearance of the conservation area or that will negatively affect the appearance of any group of buildings within the conservation area.*



6 SHOPFRONTS

Objective — To secure the preservation, restoration or improvement, as appropriate, of shop frontages in Seaton Carew Conservation Area.



Of particular note within this conservation area are traditional shop fronts with many original examples surviving. These are relatively simple in design without elaborate decorative features.

Some of the buildings in the conservation area have undergone unsympathetic alterations which have affected the quality and character of the Area. One example of this is 34 The Front where the original details consisting of shop front, first floor bay and sash windows have been removed. Another example are amusement arcade frontages where a single modern shop front design has been introduced across the front of a number of buildings removing the variety and detail between buildings.

Other inappropriate alteration to shop fronts can include the introduction of roller shutters. It is important to note that any decision regarding attempts to restrict the use of shutters to shop fronts has to consider the need of owners to protect their properties. To achieve a balance between protecting properties and protecting the quality and character of the conservation area the Council could consider less intrusive means of ensuring the security of the properties in the conservation area. CCTV operates in Seaton Conservation Area which could be used as a way to reduce the need for shutters.

Repair and reinstatement of shop fronts and other features like bay windows by building owners can be beneficially assisted by public financial support where available.

Specific grants made available to building owners can offset the additional cost of shop fronts and reinstatement of other traditional features within the conservation area. Possible source of finance for such grants could include Council budgets and specific grant schemes from the Heritage Lottery Fund (HLF) and English Heritage.

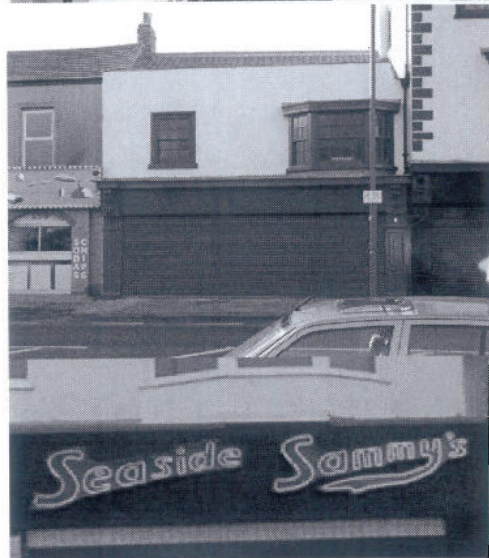


Action

- 1. The Council will produce a document to inform owners of the preferred shop front and signage designs within the conservation area.*
- 2. The council will encourage the reinstatement or repair of original doors, windows and any features that reflect the original features of the area.*

7 ADVERTISING ON SHOPFRONTS

Objective — To encourage the use of traditional signage on commercial properties in Seaton Carew Conservation Area.



The Area Assessment identifies a number of the shops within the conservation area where the design and presentation of business adverts could benefit from design guidance regarding their shop front and business advertising from the property. The use of guidance leaflets and other documents is supported by section 7.18 of English Heritages 'Guidance on the management of conservation areas'.

Central Government policy advises that before any action is taken against particular advertisement the Council should make every effort to produce a well formulated advertisement control policy.

Action:

1. The Council will produce guidance documents regarding appropriate forms of shop front advertising.
2. The Council will exercise control over the display of advertisements in Seaton Carew Conservation Area to ensure that signs are designed and located to respect the character and appearance of the host building and historic street scene.
3. The Council will consider making a direction under regulation 7 of the Town and Country Planning (Control of advertisements) Regulations 1992 to control advertisements within the Seaton Carew Conservation Area.



8 DEVELOPMENT OPPORTUNITIES

Objective — To ensure that all new developments are appropriate to the character and appearance of Seaton Carew Conservation Area.

Development proposals within the conservation area can provide opportunities for the council to enhance the character and appearance of the conservation area. To determine whether enhancement is being achieved full details, including detailed plans, sections, elevations and landscape proposals should be submitted as part of a planning application.



Actions:

1. *The council will expect (where relevant) any application for planning permission for development within the conservation area unless it includes full details of the proposal.*
2. *The Council will expect any proposal for a development within the conservation area to be supported by a Design Statement, which should include a full analysis of the surrounding area.*
3. *The Council will encourage proposals for future developments in the conservation area that compliment and reinforce the existing character. Proposals should respond to the surrounding development in terms of scale, height, massing, alignment and materials. All proposals should enhance the character of the conservation area.*

9 THE STREET ENVIRONMENT

Objective — To maintain and enhance the public realm of Seaton Carew Conservation Area.

The Area Appraisal identified the incoherent appearance of the street environment mostly to the Esplanade, as an issue which was detracting from the character of the conservation area. Public investment in the street environment has necessarily been piecemeal due to the successive public investment programmes.

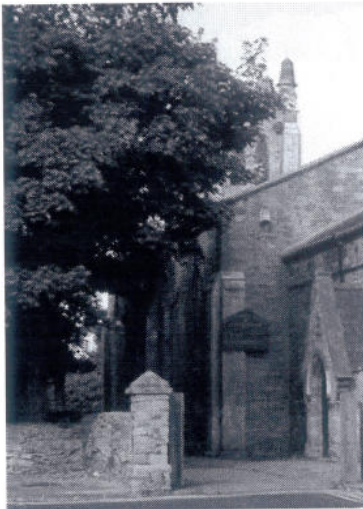
The adoption of a consistent design approach for the street environment in Seaton Carew, including materials to be used, could be implemented over an extended period. A completed, costed design study could be used to bid for public investment programmes when these occur. Over time a consistent overall result would be achieved in an improved public street environment.

Action

1. The Council will ensure the retention / reinstatement of traditional paving and hard landscaping.
2. The Council will encourage like-for-like replacement, in appropriate materials where damage to street surface occurs.
3. The Council will ensure the good maintenance of street furniture, and, where replacement is required that they are an appropriate design.

10 TREES

Objective — To manage the tree coverage in and around Seaton Carew Conservation Area.



Within Seaton Conservation Area there are few trees with the exception of the church yard to Holy Trinity Church which is set away from the main part of the conservation area. This group of trees together with other groups on Station Lane and in Seaton Carew Park create a back drop to the conservation area and are part of its setting. Those trees in the conservation area do not require specific tree preservation orders being automatically protected by conservation area status. Other groups of trees outside the conservation areas boundary which provide the setting to the conservation area are protected by specific tree preservation orders. The requirement to submit consent for works to trees protected by an order and the required six week notice regarding works on trees in the conservation area should provide sufficient time for the council to make a decision as to the validity of the proposed works.

Action:

1. The council will encourage the planting of new and replacement trees where appropriate within the Conservation Area and outside the Area where these support the setting of the conservation area.

APPENDIX 1

EXISTING NATIONAL AND LOCALLY BASED CONSERVATION AREA POLICIES

1. Existing national legislation and policy advice in the form of the “**Planning (Listed Buildings and Conservation Areas) Act 1990**” and “**Planning Policy Statement 5: Planning for the Historic Environment**” (including the Practice Guide published by English Heritage to interpret PPS5) provide guidance and advice on how to manage development in conservation areas. They provide specific advice on the decision making process and issues to be considered as regards listed buildings, non listed buildings in conservation areas and conservation areas themselves.
2. Many of these national policies and advice are translated specifically to Hartlepool via the Local Development Framework (previously the **Hartlepool Local Plan**) which provides specific policies to manage listed buildings and conservation areas. The relevant local plan policies and guidance are listed below:

HE1: Protection and Enhancement of conservation Areas

HE2: Environmental Improvements in Conservation Areas

HE3: Developments in Vicinity of Conservation Areas

HE8: Works to Listed buildings Including Partial Demolitions

HE12: Protection of Locally Important Buildings

Supplementary Note 5: Design Guidance for Development in Conservation Areas and for Works to Listed Buildings.

New Local Development Documents within the Hartlepool Local Development Plan will replace the Hartlepool Local plan over time.

The Council will follow the guidance under the current Local Plan and the Local Development Framework once it is adopted when considering applications.

APPENDIX 2

EXISTING STATUTORY POWERS

Planning (Listed Building and Conservation Areas) Act 1990

- Powers are available under the Planning (Listed Building and Conservation Areas) Act to make an **Urgent Works Notice** (Section 54) for the urgent preservation of an unoccupied (or partly unoccupied) listed building to prevent further deterioration of a building.
- Under Section 48 of the same Act a **Repairs Notice** can be served on an empty listed building to carry out physical works of preservation. If the owner declines to undertake the works specified, then compulsory acquisition powers can be invoked to acquire the building. With CPO powers "back to back" deals can be considered with a building preservation trust (like the Cleveland Building Preservation Trust operating locally) as a development partner, giving access to grant for feasibility studies and loans of up to £500,000 for development works from the Architectural Heritage Fund. The costs associated with this type of action are staff time which will have been budget for. The willingness of the authority to use the powers described may be enough for the owner of a listed building to sell to an owner more willing or able to re-use a building.
- Some of the above powers also apply to non-listed buildings in conservation areas. Section 76 of the 1990 Act allows the local planning authority to invoke Section 54 (outlined above) with the agreement of the Secretary of State allowing an **Urgent Works Notice to be served on an unlisted building**. Powers are not available to invoke Section 48 to serve a Repairs Notice on an empty non-listed building. There are further alternative powers relating to public safety (1984 Building Act), or to provide residential accommodation under Section 17 of the 1985 Housing Act by acquiring buildings.

Town and Country Planning Act 1990

- Other relevant powers are provided by the Town and Country Planning Act 1990. Under this legislation a **Section 215 Notice** is a notice that is served on the owner or occupier of a property when the poor condition and the appearance of the property or land are detrimental to the surrounding areas or neighbourhood. The notice requires proper maintenance of the property or land in question, and it specifies what steps are required to remedy the problem within a specific time period.

COMMUNITY SAFETY AND HOUSING PORTFOLIO

Report to Portfolio Holder
1 March 2011



Report of: Assistant Director (Neighbourhood Services)

Subject: SAFER HARTLEPOOL PARTNERSHIP
COMMUNITY COHESION FUND PROPOSAL

SUMMARY

1. PURPOSE OF REPORT

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

2. SUMMARY OF CONTENTS

Proposed award for community cohesion grant are as follows:

<u>Project</u>	<u>Recommended</u>
Hart Gables	£160
Total	£160

3. RELEVANCE TO PORTFOLIO MEMBER

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

4. TYPE OF DECISION

Non key.

5. DECISION MAKING ROUTE

Community Safety & Housing Portfolio on 1 March 2011.

6. DECISION(S) REQUIRED

The Portfolio Holder is to consider the recommendations of the SHP Community Cohesion Grants Panel in respect of the application for funding to support a community cohesion related project totalling £160.

Report of: Assistant Director (Neighbourhood Services)

Subject: SAFER HARTLEPOOL PARTNERSHIP
COMMUNITY COHESION FUND PROPOSAL

1. PURPOSE OF REPORT

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

2. BACKGROUND

2.1 Community cohesion, as defined by the Department for Communities and Local Government is: "What must happen in all communities to enable different groups of people to get on well together. A key contributor to community cohesion is integration, which is what must happen to enable new residents and existing residents to adjust to one another."

2.2 One of the annual priorities for the Safer Hartlepool Partnership under its strategic assessment process is that of public reassurance and community engagement. The lead for delivery of activity under this priority rests with the SHP Reassurance & Community Engagement themed group. This group has the remit to oversee initiatives, which fulfils the criteria for community cohesion funding, a key element of which is positive engagement and integration within communities across Hartlepool. A Community Cohesion grants panel has been formed, which comprises of members from that themed group, with fund administration undertaken by Hartlepool Voluntary Development Agency.

2.3 A copy of the application form, which contains examples of cohesion and criteria by which applications will be considered is attached at **Appendix 1**. The maximum grant for organisations in one year has been agreed to be £5,000.

2.4 The SHP allocated £15,000 from 2008/09 and £15,000 from 2009/10 to be spent on projects which contributed to community cohesion. In 2010/11 £15,000 has also been allocated.

3. PROPOSAL

3.1 Hart Gables

The group was formed in 1997 to support people who are lesbian, gay, bisexual or transgender by promoting equality, diversity and to eliminate discrimination.

The application request is to improve the access to Hart Gables premises to ensure that the building is accessible to all. By improving access to the premises and having handrails placed in key points around the building it will maximise the potential for all to utilise the services and be involved in making decisions regarding service delivery, thus empowering members. A proportion of members and volunteers have some form of physical disability which makes it difficult for them to access the building and may be a barrier to others from accessing the services on offer.

Hart Gables deliver a Hate Crime Project, supports people with coming to terms with changes in their sexuality and annually run a Gaymes event, amongst other services, all of which aim to improve members confidence, self worth and help them to engage with the wider community to promote community cohesion and understanding.

Total cost for Project	£2,750
Grant Panel Recommendation	£160

4. **FINANCIAL IMPLICATIONS**

- 4.1 This application if approved would totally exhaust the Community Cohesion Grant budget for this year.

5. **RECOMMENDATIONS**

- 5.1 The Portfolio Holder is asked to consider the SHP Community Cohesion Grants Panel recommendation in respect of the Hart Gables application for community cohesion related project totalling £160.

6. **BACKGROUND PAPERS**

Individual grant application.

7. **CONTACT OFFICER**

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 Community Safety Manager
 Regeneration and Neighbourhoods Department
 Community Safety Office
 Church Street
 Hartlepool
 TS24 7DJ
 Telephone: (01429) 405584
 Email: brian.neale@hartlepool.gov.uk

HARTLEPOOL COMMUNITY COHESION FUND APPLICATION FORM

Name of Group:.....

Name of Activity/Project:.....

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

Do not use continuation sheets

1 Describe the activity that you wish to do

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

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

BEGIN ?

END ?

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

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

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

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

7 How much will the activity cost in total?	£
---	---

£

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

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

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

£

TOTAL COSTS	£
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£

About you and your group

Main Contact		Second Contact	
Address		Address	
Postcode		Postcode	
Tel no. (day)		Tel no. (day)	
Tel no. (evening)		Tel no. (evening)	
e-mail		e-mail	
What are the best times to telephone the main contact ?			
If you have any communication needs, what are they? <i>(please tick as appropriate)</i>			
Textphone <input type="checkbox"/> Sign Language <input type="checkbox"/> Other language <input type="checkbox"/> please say which:			
Other (please specify)			
In which geographical area(s) (e.g. district, borough, ward, or estate) does your group work?			
Considering the activity you wish to undertake, which sections of the community is specifically targeted (ie young people, elderly, BME etc):			
<p>If your group is not based in Hartlepool then you must obtain a letter of endorsement from a relevant Hartlepool based group in support of the application.</p> <p>Please describe what your group does:</p>			
<p>PLEASE ENCLOSE A COPY OF YOUR CONSTITUTION OR SET OF RULES</p>			

How many people are involved in running your group?			
Number of Committee Members		Number of paid Staff working 30 hours or more	
Number of Volunteers		Number of paid Staff working under 30 hours	

When was your group formed?	
------------------------------------	--

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

Name of group's bank account to which cheque will be made payable (If you do not have a bank account please contact HVDA on 01429 262641)	
--	--

HVDA will need to share information regarding your application with third parties (Grants Panel members), please state if you agree to this:	YES / NO <i>(delete as appropriate)</i>
---	--

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

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

Signature	Name in Block Capitals	Position in Group	Date
1			
2			

Check list:

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

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

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

Tel. 01429 262641

Fax. 01429 265056

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

NAME OF GROUP.....

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

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

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

IF YOUR APPLICATION IS SUCCESSFUL YOU WILL NEED TO KEEP:

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

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

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

THE COMMUNITY COHESION FUND

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

COMMUNITY COHESION PRINCIPLES

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

WHAT IS COMMUNITY COHESION?

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

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

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

Cohesion is about trying to influence attitudes and behaviours.

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

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

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

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

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

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

FACTORS WHICH CAN AFFECT COMMUNITY COHESION

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

EXAMPLES OF COMMUNITY COHESION

Delivery of English for Speakers of Other Languages (ESOL)

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

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

Mini clean sweeps organised in areas

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

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

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

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

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

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

One off events ie cross cultural/intergenerational cooking project

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

Promote the positive initiatives involving diverse communities

Bringing together owner occupiers and tenants on estates

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

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

Stereotypes and common perceptions instead of myths and myth busting

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

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

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

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

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

Community structures can be key to bringing people together and also in calming tensions.

Questions which can be asked are:

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

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

THE CRITERIA BY WHICH APPLICATIONS WILL BE CONSIDERED

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

ITEMS INELIGIBLE FOR COMMUNITY COHESION FUNDING

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

COMMUNITY SAFETY AND HOUSING PORTFOLIO

Report to Portfolio Holder
1 March 2011



Report of: Assistant Director (Neighbourhood Services)

Subject: BUSINESS TRANSFORMATION –
HOUSEHOLD WASTE RECYCLING CENTRE
OPENING TIMES

SUMMARY

1. PURPOSE OF REPORT

To seek approval from the Portfolio Holder to changes to the opening times at the Council's Household Waste Recycling Centre on Burn Road.

2. SUMMARY OF CONTENTS

The report refers to the Business Transformation/Service Delivery Options contained in the Cabinet Report of 28th June 2010 and in particular changes to the opening times at the Household Waste Recycling Centre. The report provides information on the proposed opening times to take effect from the 1st March 2011.

3. RELEVANCE TO PORTFOLIO MEMBER

The Portfolio Holder has responsibility for Waste Management issues.

4. TYPE OF DECISION

Non key.

5. DECISION MAKING ROUTE

Portfolio Holder

6. DECISION(S) REQUIRED

Approval of the changes to the opening times at the Household Waste Recycling Centre from the 1st March 2011.

Report of: Assistant Director (Neighbourhood Services)

Subject: BUSINESS TRANSFORMATION –
HOUSEHOLD WASTE RECYCLING CENTRE
OPENING TIMES

1. PURPOSE OF REPORT

- 1.1 To seek approval from the Portfolio Holder of changes to the opening times at the Council's Household Waste Recycling Centre on Burn Road from 1st March 2011.

2 BACKGROUND

- 2.1 In order to meet the challenging Business Transformation savings targets, Cabinet has endorsed the Waste Management and Environmental Services section's Service Delivery Option Review recommendation to review the opening times at the Household Waste Recycling Centre following the redevelopment of the site.
- 2.2 Currently the Household Waste Recycling Centre opening times are as follows:

	Opening times
April – October (inclusive)	8:00 – 19:30
November – March (inclusive)	8:00 – 18:00

- 2.3 Since June 2010, there has been an increase in the policing of waste entering the site to eradicate abuse by traders seeking to avoid the tipping fees payable at an authorised treatment facility. This has resulted in a reduction in the number of users of the site and in particular those using it towards the end of the day. The current economic downturn has also resulted in fewer residents disposing of household items at the site.
- 2.4 Comparisons for the periods April to December 2009 and April to December 2010 show the decrease in tonnages for both residual and recyclable waste:

	April - December 2010	April - December 2010
Recyclable	5202.83	4650.51
Residual	4607.2	3139.2
TOTAL	9810.03	7789.71

- 2.5 Usage of the site has been closely monitored in order to identify periods of high and low traffic. This has shown that from 4pm to close, the number of visitors to the site reduces significantly.

3. PROPOSALS

- 3.1 It is proposed to reduce the opening times at the Household Waste Recycling Centre from the 1st March 2011. The proposed new times are as follows:

	Opening times
April – October (inclusive)	8:00 – 17:30
November – March (inclusive)	8:00 – 16:30

4. BENCHMARKING

- 4.1 A survey of neighbouring authorities has shown that opening times at their respective Civic Amenity sites are similar to those currently in place in Hartlepool; however, all confirm to be carrying out a review of these arrangements with the intention of closing earlier.

5. COMMUNICATIONS

- 5.1 The implementation of any changes to the opening times at the Household Waste Recycling Centre will follow a combination of various mediums including but not exclusive to press releases, website, leaflets, and posters.

6. LEGAL CONSIDERATIONS

- 6.1 Whilst the Council has a statutory duty to provide a Civic Amenity site, there are no regulations that prevent the implementation of the revised opening times.

7. STAFF CONSIDERATIONS

- 7.1 There are no implications for Hartlepool Borough Council staff as a result of changes to the opening times; however, J&B Recycling, will have their working hours changed in line with the new times.

8. FINANCIAL CONSIDERATIONS

- 8.1 Only nominal financial savings will be made from the contract management costs as a result of the reduced opening times; however, the reduced hours will provide more time for staff to assist in the segregation of waste, which in turn will result in an increase in recyclable material and a corresponding decrease in residual waste.

9. RISK IMPLICATIONS

- 9.1 In the Cabinet report of 28th June 2010, a change to the opening times at the Household Waste Recycling Centre was listed as a service delivery option (SDO) that would contribute to essential savings/efficiencies. Failure to meet the SDO targets set out in the Cabinet report will have significant negative consequences for the Waste Management Service, its staff, and the Council as a whole.
- 9.2 Reduced opening times may result in an uptum in incidents of fly tipping, which could impact upon the workload of the street cleansing teams. However, this problem can be alleviated through the vigilance and proactive measures of the Environmental Enforcement Team can take legal action against people who commit such crimes against the environment.

10. RECOMMENDATIONS

- 10.1 That the Portfolio Holder approves the changes to the opening times at the Household Waste Recycling Centre from the 1st March 2011.

11. REASONS FOR RECOMMENDATIONS

- 11.1 A review of the opening times at the Household Waste Recycling Centre is identified in the Waste Management SDO report to Cabinet on 28th June 2010, aimed at achieving essential savings/efficiencies for the Council. Failure to meet these targets will have significant negative consequences for the Waste Management section, its staff, and the Council as a whole.

- 11.2 The proposed changes are in line with those presently being considered by other local authorities in the North East.

12. BACKGROUND PAPERS

Business Transformation- Service Delivery Review Options Analysis
Report for Waste Management – June 2010

13. CONTACT OFFICER

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COMMUNITY SAFETY AND HOUSING PORTFOLIO

Report to Portfolio Holder
1 March 2011



Report of: Director of Regeneration and Neighbourhoods

Subject: REGENERATION AND NEIGHBOURHOODS
DEPARTMENTAL PLAN MONITORING
REPORT - APRIL TO DECEMBER 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 December 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 1 March 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.

Report of: Director of Regeneration and Neighbourhood

Subject: REGENERATION AND NEIGHBOURHOODS
DEPARTMENTAL PLAN MONITORING
REPORT - APRIL TO DECEMBER 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 December 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. THIRD 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 55 actions and 26 performance indicators for which the Portfolio Holder has responsibility. Table 1, below, summarises the progress made, to the 31st December 2010, towards achieving these actions.

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

	Departmental (Community Safety and Housing Portfolio)	
	Actions	PI's
	25	5
	29	13
	1	5
	0	2
	0	1
Annual	-	-
Total	55	26

- 3.5 It can be seen from the above table that 29 of the actions for which the Portfolio has responsibility have been highlighted as being on track to achieve target, with a further action progressing within acceptable limits.
- 3.6 The remaining 25 actions have all being marked as completed. Amongst these officers have:
- Facilitated the start of the Belle Vue regeneration scheme.

- Implemented the Neighbourhood Management and Empowerment Action Plan.

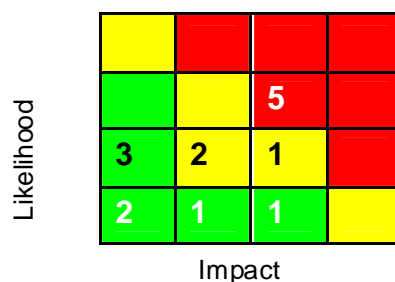
3.7 It can also be seen that 13 of the Performance Indicators have been highlighted as being 'on track' with 5 indicators highlighted as progressing within acceptable limits. A further five indicators have been highlighted as having already achieved target, with these reported to the Portfolio Holder in the Quarter 2 update report.

3.8 The remaining indicators have been identified as below target and are detailed in the table below.

Indicator	Outturn	Target	Comments
NI20 - Assault with injury crime rate	6.42	7.14	It is unlikely the target for 2010/11 will be achieved, but the number of recorded crimes has reduced over the previous quarter. The actions planned to be undertaken by Police and partners continues to be implemented, with some success.
NSD239 - Number of businesses signed up to the green tourism business scheme	0	4	Efforts have been made to promote the green tourism business scheme; however the financial costs associated with joining the scheme have proven to be prohibitive to attaining the target.
NI 186	-4.9%	-11.25%	Data still collected and reported centrally by Department for Energy & Climate Change. Data collection methodology has once again changed, and new methodology has been applied to data from previous years. This has had a negative impact on HBC's performance, though there has still been a significant reduction from 2005 to 2008 (the most recent data published).

3.9 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.

3.10 The diagram below shows the distribution of risks according to their risk rating. There are 5 departmental risks relevant to this portfolio which are identified as being a high red rated risk. These risks are detailed in the table overleaf.



Risk	Comments
RPD R009 - Failure of service providers to focus resources on neighbourhood renewal areas	Significant in -year cuts in WNF allocation has led to a reduction in resources for delivery of community regeneration activities. Details of government policy on Big Society including White Paper still awaited but level of future funding and delivery mechanisms remain uncertain
RPD R013 - Reduction in funding for Housing Investment	The level of risk remains the same for the potential reduction of housing capital investment funding.
RPD R038 - Inability to meet very high levels of local housing needs including affordable housing	This risk remains high particularly in view of the recession and the numbers of people on the housing waiting list. Work is ongoing to facilitate the development of new affordable homes.
RPD R039 - Failure to achieve national decent home standard in the private sector	This remains a risk particularly in light of the recession and potential reduction in funding. Work ongoing to help identify funding to deliver private sector improvements through new government initiatives to bring empty homes back into use.
RPD R042 - Effective delivery of housing market renewal affected by external decisions and funding	This level of risk remains the same as funding is required to continue the Councils housing market renewal programme. Full funding has been identified to deliver the Perth Street Area scheme and a funding agreement has been signed. work is underway to submit a Regional Growth Fund bid for the Carr/Hopps Scheme.

4. RECOMMENDATION

- 4.1 The Portfolio Holder is requested to note the progress of key actions along with the latest position with regard to risks.

5. CONTACT OFFICER

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COMMUNITY SAFETY AND HOUSING PORTFOLIO

Report to Portfolio Holder
1 March 2011



Report of: Assistant Director (Neighbourhood Services)

Subject: MINOR WORKS PROPOSALS –
NEIGHBOURHOOD CONSULTATIVE
FORUMS

SUMMARY

1. PURPOSE OF REPORT

To inform the Portfolio Holder of the Neighbourhood Consultative Forums schemes undertaken in respect of Minor Works funding during 2010.

2. SUMMARY OF CONTENTS

In June 2010 the Portfolio Holder delegated powers to the Assistant Director (Neighbourhood Services) with regard to approving Neighbourhood Consultative Forum Minor Works Schemes.

As this was the first year powers were delegated to the Assistant Director (Neighbourhood Services) the Portfolio Holder asked for an update report following the first 6 months for the municipal year.

The report advises on Minor Works schemes implemented during 2010.

3. RELEVANCE TO PORTFOLIO MEMBER

Neighbourhood Consultative Forums and associated Minor Works Schemes are included within the Portfolio Holder for Community Safety and Housing.

4. TYPE OF DECISION

Non key.

5. DECISION MAKING ROUTE

- Neighbourhood Consultative Forums
- Assistant Director (Neighbourhood Services)

6. DECISION(S) REQUIRED

For information only.

Report of: Assistant Director (Neighbourhood Services)

Subject: MINOR WORKS PROPOSALS –
NEIGHBOURHOOD CONSULTATIVE
FORUMS

1. PURPOSE OF REPORT

- 1.1 To inform the Portfolio Holder of the Neighbourhood Consultative Forums schemes undertaken in respect of Minor Works funding during 2010.

2. BACKGROUND

- 2.1 In June 2010 the Portfolio Holder delegated powers to the Assistant Director (Neighbourhood Services) with regard to approving Neighbourhood Consultative Forum Minor Works Schemes.
- 2.2 As this was the first year powers were delegated to the Assistant Director (Neighbourhood Services) the Portfolio Holder asked for an update report following the first 6 months for the municipal year.
- 2.3 The report advises on Minor Works schemes implemented during 2010.

3. TOWNWIDE NEIGHBOURHOOD CONSULTATIVE FORUM

- Various Wards - Dropped Crossings

The dropped crossing strategy was introduced to all three Forums in 2001/02.

Since this time the Forums have, each financial year, continued to commit the sum of £3,500 toward the ongoing rolling programme to provide dropped crossings throughout the town.

Total cost to each Forum £3,500

- Pride in Hartlepool – activities continue to be supported by the Neighbourhood Consultative Forums.

Total cost to each Forum £5,000

4 NORTH NEIGHBOURHOOD CONSULTATIVE FORUM

- Hart Ward - Clavering Shopping Parade/ St Marks Church Hall - £1,600
- St Hilda Ward - Town Square Tree Base replacement - £5,750
- Brus Ward - King Oswy Drive Grass Verge Scheme - £10,750
- North Youth Participation Strategy - Key agencies both voluntary and statutory are currently developing a North Youth Participation Strategy. This Strategy outlines the key objectives towards increased participation and consultation of young people within our North Neighbourhood Consultative Forum location. This work started in 2009 with funding from the Home Office Participatory Budget fund and has received continued financial support from the Safer Hartlepool Partnership and Hartlepool Police BCU which was aimed at getting young people to highlight their concern and fears around Community Safety and Crime - £10,000.
- Dyke House Ward - Parton Street lies within the Dyke House Ward. Funding has been found via a number of sources over the years in order to remove the 1970's designed raised shrub beds. The beds are unsightly and by their design are often the cause of anti-social behaviour. Four of the five streets have now had the beds removed, and replaced with improved parking and trees. The DH/S/G NAP have over the years provided the lion share of funding, as the removal of the beds has been a high priority. Community Safety and the Authorities SCRAPT funding has also been used. However, funding has reduced significantly with reduced opportunities to complete the final phase of this long running project.

The cost to complete this scheme, to remove the raised beds in the upper part of Parton Street is in the region of £50,000 as such the Neighbourhood Manager applied for and received Community Safety Funding. The North Forum supported this scheme to the sum of £15,000.

5. CENTRAL NEIGHBOURHOOD CONSULTATIVE FORUM

- Rift House Ward - Summerhill Lane - £2,000

Security at Summerhill Allotments has been a concern of allotment holders and local residents for quite some time. The allotments fall within an area that suffers from anti-social behaviour and criminal damage and following a site visit by the local Crime Prevention Officer it was recommended that a metal security fence be erected around the full perimeter of the allotments. The scheme had the full support of the Rift House

NAP Forum whose members have approved a £5,000 contribution towards the scheme. The Council's Parks and Countryside Section contributed £750 and other contributions were sought through the Central Area JAG (£1,350) and Section 17 Community Safety Grant (£16,900).

- Grass Verge Removal Scheme – Total £10,350

Rift House Ward - Compton Road

- Miscellaneous Highway Schemes – Total £14,800

Foggy Furze Ward - Haswell Avenue – Road planning and resurfacing

Foggy Furze Ward - Stratford Road – Re-tarmacing

Foggy Furze Ward - Caledonian Road – Speed signs

Foggy Furze Ward – Studley Road – Install trip rail fence

Burn Valley Ward - Alston Street – Install street lighting

- Tree Planting Schemes – Total £1,600

Elwick Ward - Elwick Village

6. SOUTH NEIGHBOURHOOD CONSULTATIVE FORUM

- Verge Reinstatement Schemes – Total £30,645

Stockton Road (Nos 12-26)

Irvine Road (No18)

Grosmont Road (Nos 17-23)

Kilmarnock Road (Nos 36-42 & 35-41)

Fordyce Road (Nos 22-36)

Fordyce Road (Nos 23)

Fordyce Road (Nos 33-39)

Endrick Road (Nos 17-19)

- Retford Grove - This scheme includes dropped kerbs and space for approximately 5 vehicles which will help reduce the congestion in the cul-de-sac. The existing flowerbed was redesigned enabling the plants to be distributed around the boundary of the parking scheme enhancing both the appearance of the scheme while preserving the plants - £5,000

- Horticulture Schemes/Replacement Trees – Total £2,220

Stamford Walk - Replacement

Catcote Road (outside No 418)

Spalding Field

- Miscellaneous Highway Schemes – Total £9,000

Rossmere Way, Installation of Bollards

Caithness Road, Installation of an access ramp to assist with wheelchair access/ambulance visits.

Greatham – Traffic Calming - A contribution towards the second phase of the traffic calming measures in the High Street.

- Verge Reinstatement - £11,030

The Grove - The existing tarmac, located on the outer edge of the circular grassed area in The Grove, has proved insufficient to either relieve congestion within the grove or prevent damage to the central grassed area. Therefore the existing tarmaced areas was extended by 1.5m in order to improve the aesthetics of the area while helping with parking congestion.

Gala Close, Seaton Carew - £330 - An issue was raised regarding dog walkers creating a desire line through a shrub bed thus not only killing the existing plants but also creating inappropriate access leading down to The Stell. It was felt that this access posed a danger to young children. It is proposed to plant some Berberis shrubs to replace those that have been destroyed. In addition, in order to protect the plants from similar destruction, a fence will be erected on the far side of the shrubs to deter walkers.

7. RECOMMENDATION

- 7.1 To note the Neighbourhood Consultative Forums Minor Works schemes undertaken to date during 2010/2011.

8. BACKGROUND PAPERS

- 8.1 Neighbourhood Consultative Forum Reports:
- | | |
|---------|--------------------------------------|
| North: | 30 June 2010 |
| Central | 1 July 2010 |
| South | 22 October 2010 and 17 December 2010 |

9. CONTACT OFFICER

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COMMUNITY SAFETY AND HOUSING PORTFOLIO

Report to Portfolio Holder
1 March 2011



Report of: Assistant Director (Neighbourhood Services)

Subject: PRIDE IN HARTLEPOOL SMALL GRANT
SCHEME PROJECTS

SUMMARY

1. PURPOSE OF REPORT

To inform the Portfolio Holder of the environmental schemes approved under the Pride in Hartlepool Small Grants Scheme.

2. SUMMARY OF CONTENTS

In June 2010 the Portfolio Holder delegated powers to the Assistant Director (Neighbourhood Services) to funding for environmental projects carried out under the Pride in Hartlepool Small Grants Scheme.

As this was the first year powers were delegated to the Assistant Director (Neighbourhood Services) the Portfolio Holder requested an update report of schemes approved following the first 6 months of the municipal year.

The report details the Pride in Hartlepool Small Grants Schemes approved during 2010.

3. RELEVANCE TO PORTFOLIO MEMBER

Portfolio Holder for Community Safety has responsibility for Pride in Hartlepool.

4. TYPE OF DECISION

Non key

5. DECISION MAKING ROUTE

Pride in Hartlepool Steering Group
Assistant Director (Neighbourhood Services)

6. DECISION(S) REQUIRED

For information only.

Report of: Assistant Director (Neighbourhood Services)

Subject: PRIDE IN HARTLEPOOL PROPOSALS

1. PURPOSE OF REPORT

- 1.1 To inform the Portfolio Holder of the environmental schemes approved under the Pride in Hartlepool Small Grants Scheme.

2. BACKGROUND

- 2.1 In June 2010 the Portfolio Holder delegated powers to the Assistant Director (Neighbourhood Services) to funding for environmental projects carried out under the Pride in Hartlepool Small Grants Scheme.
- 2.2 As this was the first year powers were delegated to the Assistant Director (Neighbourhood Services) the Portfolio Holder requested an update report of schemes approved following the first 6 months of the municipal year.
- 2.3 The report details the Pride in Hartlepool Small Grants Schemes approved during 2010.

3. PROJECTS APPROVED

St Aidan's CE Memorial Primary School Orchard Project - £1,660

- 3.1 St Aidan's School requested funding towards the cost of planting an orchard on the school field. The scheme would include the planting of a hedge to fence off the orchard to protect the young trees from being damaged during play times.

Phoenix Funsters OFCA Community Farm Project - £2,000

- 3.2 Phoenix Funsters requested funding towards their Community Farm Project based near Summerhill. The project includes fencing materials to fence off an area of field adjacent to the wildlife pond to create a vegetable growing area. The project also includes a poly tunnel which would be situated within this area and the plants and tools to equip it.

Stranton Primary School - £2,000

- 3.3 Stranton Primary School requested funding for a project to turn a concrete quadrangle in the centre of the school into a nature and growing area for the children. The project aims to provide the children with an area for growing their own produce as well as to attract wildlife for study.

Three Rivers Housing, Schooner Court - £1,000

- 3.4 Schooner Court is a sheltered living complex run by Three Rivers Housing on a not-for-profit basis. The funding includes for the installation of 2 accessible flower beds in the garden at Schooner Court for the elderly residents to be involved in gardening activities.
- 3.5 The aim of this project is to install accessible flower beds so that the elderly residents can take part in gardening activities which will benefit their mental and physical health but which also will improve the garden area for other residents and visitors. By constructing the beds to a height of 66cm they can be accessed by residents who use wheel chairs or find bending difficult.

AZ-1 - £1,000

- 3.6 AZ-1 is a Community Interest Company who provides day services for people suffering from substance misuse issues. The organisation works with 8 members who suffer from substance misuse issues and are aiming to undertake green activities such as clearing allotment sites and litter picking to build skills and confidence. The group requested funding to supply equipment such as spades and rakes, etc, to carry out these activities. The group have also already been given a small plot on Mainsforth Terrace which they are requesting funding for plants and compost to bring up to scratch.
- 3.7 The aim or the project is to provide green activities for members to enable them to give something back to their local community. They are aiming to work with around 40 service users this year.

High Tunstall College of Science - £1,582

- 3.8 High Tunstall College of Science requested funding towards their "Wild About Wildlife" project. The funding includes for the installation of a viewing platform in their wildlife pond which will be used for pond dipping and other nature activities. The project has been devised by, and is being run by, the students who have submitted the application. The purpose of the viewing platform is to provide safe, stable and non slip access to the newly created wildlife pond.

4. FINANCIAL CONSIDERATIONS

- 4.1 The funding for the above projects is available within the Pride in Hartlepool budget. The Pride in Hartlepool Small Grant Scheme budget has now been fully allocated for the current financial year.

5. RECOMMENDATION

- 5.1 That the Portfolio Holder notes the content of the report and the projects approved under the Pride in Hartlepool Small Grants Scheme.

6. CONTACT OFFICER

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