

NEIGHBOURHOOD SERVICES COMMITTEE

MINUTES AND DECISION RECORD

15 September 2025

The meeting commenced at 10.00 am in the Civic Centre, Hartlepool.

Present:

Councillor: Karen Oliver (In the Chair)

Councillors: Fiona Cook, Sue Little, Corinne Male and Owen Riddle

Parish Council Representatives:

Lyn Noble, Dalton Piercy Parish Council

Stephen Smith, Greatham Parish Council

Officers:

Kieran Bostock, Assistant Director, Neighbourhood Services

Sylvia Pinkney, Assistant Director, Regulatory Services

Jane Kett, Environmental Health Manager (Commercial)

Rachael Readman, Trading Standards and Licensing Manager

Steve Hilton, Communications and Marketing Team

Jo Stubbs, Principal Democratic Services and Legal Support Officer

9. Apologies for Absence

None

10. Declarations of Interest

None

11. Minutes of the meeting held on 30 June 2025

Received

12. Minutes of the meeting of the Emergency Planning Joint Committee held on 30 July 2025

Received

13. Revised Waste Management Policy *(Assistant Director (Neighbourhood Services))*

Type of decision

Key

Purpose of report

To provide members with an updated policy for the Council's Waste Management service and to seek Neighbourhood Services Committee approval for its adoption

Issue(s) for consideration

Members were advised that a decision had been made to update the Council's waste management policy following changes to waste legislation and the changing use of housing stock in Hartlepool. A copy of the revised policy was appended to the report. The main amendments were in terms of specific requirements for communal properties such as HMOs and flats.

Members were supportive of the changes but acknowledged the additional burden that could be placed on enforcement staff. Communication of the new rules regarding waste would be key in order to avoid enforcement.

Decision

That the revised policy be adopted , published on the Council's website and publicised as appropriate.

14. Food Law Enforcement Service Plan 2025-26 *(Assistant Director (Regulatory Services))*

Type of decision

Non-key

Purpose of report

To approve the Food Law Enforcement Service Plan for 2025-26.

Issue(s) for consideration

The Assistant Director, Regulatory Services, reported on the Food Law Enforcement Plan for 2025/26 which complied with statutory guidance requirements. The Plan detailed the Service's priorities for 2025/26 and also highlighted how those priorities were to be addressed. The report also provided a comprehensive summary of all the work undertaken across the service during 2025/26. The Assistant Director, Regulatory Services, highlighted that the commercial team carrying out this work comprises 6

staff members and a manager. She also advised that food law enforcement was not the only work undertaken by this team.

Members praised the team for the amount of work they had carried out over the previous year and asked that their thanks be passed on.

Decision

That the Food Law Enforcement Service Plan for 2025-26 be approved.

15. Health and Safety Service Plan 2025-26 (*Assistant Director (Regulatory Services)*)

Type of decision

Non-key

Purpose of report

To approve the Health and Safety Service Plan for 2025-26, a requirement under Section 18 of the Health and Safety at Work etc Act 1974.

Issue(s) for consideration

The Assistant Director (Regulatory Services) presented a report which outlined the Health & Safety Service Plan for 2025-26 which complied with statutory requirements. *The Plan had been updated to reflect last year's performance and reflected changes in service demand.*

A summary of the main issues raised in the plan along with details of the work undertaken as part of the intervention programme for 2024-25 was included within the report. The report provided the local priorities that had been identified and were addressed through contact with businesses. The report provided a detailed and comprehensive breakdown of all the interventions undertaken, health and safety complaints and accident notifications received throughout 2024-25.

The Assistant Director, Regulatory Services, highlighted the special project on local funeral directors which had required officers to check they were complying with health and safety legislation and ensure the dignity and condition of persons in the funeral directors care. Members thanked officers for this work in particular

In terms of the tests carried out on water samples officers explained that the complex nature of these tests made it impossible to provide a simple analysis of the results within a report. However the public could be assured that any issues would be followed up and premises could be shut down if necessary.

Decision

That the Health and Safety Service Plan for 2025-26 be approved.

16. Trading Standards Service Plan 2025/26 *(Assistant Director (Regulatory Services))*

Type of decision

Non-key

Purpose of report

To approve the Trading Standards Service Plan for 2025/26.

Issue(s) for consideration

The Assistant Director, Regulatory Services submitted the Trading Standards Service Plan 2025/26 which provided comprehensive details of the Trading Standards priorities and how these priorities would be addressed. In addition, details were provided on the enforcement action undertaken during 2024/25 through formal legal actions.

The Trading Standards Team comprises a manager and 4 officers. Members thanked officers for their hard work highlighting in particular work around the sale of dangerous counterfeit vodka which may have saved lives. Government had been lobbied to ask for greater tools allowing officers to take action more quickly. Members asked that issues around false advertising on social media be highlighted in Hartbeat magazine.

Decision

That the Trading Standards Service Plan for 2025/26 be approved.

17. Public Space Protection Orders (PSPO's) *(Assistant Director (Regulatory Services))*

Type of decision

Non-key

Purpose of report

To inform Members about the use of Public Space Protection Orders and to seek the views of the Committee in relation to conducting a public consultation to include new Town centre and Back Lane Orders.

Issue(s) for consideration

Public Space Protection Orders (PSPOs) were introduced in 2014 to give local authorities additional powers to deal with anti-social behaviour. Details were given of the process to allow the introduction of PSPOs including conditions, timescales and their enforcement. Hartlepool currently has 2 PSPOs which are active until 2026. It was proposed that 2 further PSPOs be considered. One would cover the town centre and relate to issues such as

- (a) groups of people acting in a manner likely to cause harassment, alarm or distress.
- (b) being verbally abusive
- (c) drinking alcohol (unless from licensed premises) and refusing to hand over alcohol on request.
- (d) injecting, inhaling, ingesting, smoking or otherwise using intoxicating substances
- (e) urinating, defecating spitting in a public place
- (f) littering and rummaging bins
- (g) riding skateboards, scooters, e-bikes etc. in a manner likely to cause damage to property, nuisance or annoyance.
- (h) begging and busking
- (I) Approaching members of public for subscriptions or charity donations without holding a licence to do so.

The other would relate to all back lanes within the borough and cover issues such as

- (a) waste collection,
- (b) vehicle / caravan and trailer obstruction issues
- (c) littering
- (d) Property upkeep – e.g. maintaining property to allow accessibility within the back lane, prevent overgrown foliage and ensuring secured access to a property.

The reasons for these proposals were outlined and a map of the suggested town centre area appended to the report. The proposed town centre area was wide ranging in order to prevent any anti-social behaviour from simply being displaced.

Members queried whether this legislation could be expanded to include enforcement in shared garage areas. The Chair felt this would make a big difference but she acknowledged the resource implications it would have on this small team.

Decision

- I. That the process for establishing 2 PCSOs be noted
- II. That a period of public consultation take place to consider establishing a town centre PSPO and a PSPO to cover specific issues in designated back streets of Hartlepool

- III. That the consultation responses be reported back to members following evaluation.

18. Anti-Social Behaviour Charter (*Assistant Director (Regulatory Services)*)

Type of decision

Non-key

Purpose of report

To adopt the Cleveland Anti-Social Behaviour Charter.

Issue(s) for consideration

The Cleveland Antisocial Behaviour Charter is a commitment by criminal justice and community safety organisations across Cleveland to the minimum level of service anti-social behaviour victims should expect to receive when making a report. This includes a number of commitments including timescales and final processes. The Charter was appended to the report.

Members asked that the final adoption be advertised in Hartbeat magazine in order to make the public aware of their rights.

Decision

That the adoption of the Cleveland Antisocial Behaviour Charter be approved.

19. Any Other Items which the Chairman Considers are Urgent

The Chairman ruled that the following items of business should be considered by the Committee as a matter of urgency in accordance with the provisions of Section 100(B) (4)(b) of the Local Government Act 1972 in order that the matter could be dealt with without delay.

Members were advised that an additional meeting of Neighbourhood Services Committee would be scheduled for October to allow consideration of Article 4 and the Supplementary Planning document.

The meeting concluded at 11:15am

H MARTIN

DIRECTOR OF LEGAL, GOVERNANCE AND HUMAN RESOURCES

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