

REGENERATION AND PLANNING SERVICES SCRUTINY FORUM AGENDA



11 October 2012

at 3.00 pm

in Committee Room B, Civic Centre, Hartlepool

MEMBERS: REGENERATION AND PLANNING SERVICES SCRUTINY FORUM:

Councillors Ainslie, Cranney, Dawkins, Hall, Payne and Wells

- 1. APOLOGIES FOR ABSENCE**
- 2. TO RECEIVE ANY DECLARATIONS OF INTEREST BY MEMBERS**
- 3. MINUTES**
 - 3.1 Minutes of the meeting held on 13 September 2012 *(to follow)*
- 4. RESPONSES FROM THE COUNCIL, THE EXECUTIVE OR COMMITTEES OF THE COUNCIL TO FINAL REPORTS OF THIS FORUM**

No items
- 5. CONSIDERATION OF REQUEST FOR SCRUTINY REVIEWS REFERRED VIA SCRUTINY CO-ORDINATING COMMITTEE**

No items
- 6. CONSIDERATION OF PROGRESS REPORTS / BUDGET AND POLICY FRAMEWORK DOCUMENTS**
 - 6.1 Quarterly Housing Services Report– *Assistant Director (Regeneration & Planning)*

7. ITEMS FOR DISCUSSION

Scrutiny Investigation into the JSNA topic of Employment

7.1 Evidence from the Town's MP

- (a) Covering Report – *Scrutiny Support Officer*; and
- (b) Verbal Evidence – *Member of Parliament for Hartlepool*

Department for Work and Pensions' Work Programme

7.2 Update on Progress

- (a) Covering Report – *Scrutiny Support Officer*; and
- (b) Verbal Evidence – *Representatives from Avanta Enterprise Ltd, Ingeus UK Ltd and Triage Central Ltd*

8. ISSUES IDENTIFIED FROM FORWARD PLAN

8.1 The Executive's Forward Plan - *Scrutiny Support Officer*

9. ANY OTHER ITEMS WHICH THE CHAIRMAN CONSIDERS ARE URGENT

ITEMS FOR INFORMATION

Date of Next Meeting 8 November 2012, commencing at 3.00pm in Committee Room B

REGENERATION AND PLANNING SERVICES SCRUTINY FORUM MINUTES

13 September 2012

The meeting commenced at 3.00 pm in the Civic Centre, Hartlepool

Present:

Councillor: Ged Hall (In the Chair)

Councillors: Jim Ainslie, Kevin Cranney and Keith Dawkins

Also present:

The Mayor, Stuart Drummond

Officers: Dave Stubbs, Director of Regeneration and Neighbourhoods
Denise Ogden, Assistant Director, Neighbourhood Services
Antony Steinberg, Economic Regeneration Manager
Diane Martin, Principal Economic Development Officer (Employment)
James Walsh, Scrutiny Support Officer
Angela Armstrong, Principal Democratic Services Officer

12. Apologies for Absence

Apologies for absence were received from Councillor Wells.

13. Declarations of interest by Members

None.

14. Minutes of the meeting held on 2 August 2012

Confirmed.

15. Responses from the Council, the Executive or Committees of the Council to Final Reports of this Forum

None.

16. Consideration of request for scrutiny reviews referred via Scrutiny Co-ordinating Committee

None.

17. Consideration of progress reports/budget and policy framework documents

None.

18. Scrutiny Investigation into the JSNA Topic of Employment – Setting the Scene and Presentation
(Scrutiny Support Officer/Economic Regeneration Manager)

The Economic Regeneration Manager had been invited to the meeting to provide information in relation to the investigation into the JSNA topic of 'Employment'. The Economic Regeneration Manager provided a detailed and comprehensive presentation which detailed the objectives of the Council's Economic Regeneration Strategy and the links to the JSNA. A number of key issues were identified along with the level of need in Hartlepool. The presentation concluded by examining who was at risk if continued support and investment was not provided to businesses, including new start up businesses.

During the presentation the following issues were discussed:

- (i) Clarification was sought on the current position of banks and their ability to lend money. The Economic Regeneration Manager confirmed that banks were continuing to use standard lending criteria which was a fundamental issue. It was noted that there was ongoing lobbying of the Government in relation to this issue.
- (ii) A Member questioned the level of business support currently being provided? The Economic Regeneration Manager confirmed that he believed that around 70% of provision has disappeared and added that Hartlepool had made good progress on business start ups and had previously had the fastest growing start up rate in the north east and the most current figures Hartlepool remains above the north east rate.
- (iii) In response to a question from a Member, the Economic Regeneration Manager confirmed that there were around 15.7 unemployed people for every vacancy in Hartlepool, this was higher than the rest of the Tees Valley area. It was noted that there was still the potential to secure investment and jobs through the offshore renewable energy sector in the north east area and this would be pursued as and when appropriate.
- (iv) A Member referred to the recent lottery funding 'Talent Match' which targeted young people, especially in disadvantaged areas, to encourage entrepreneurial skills. The Economic Regeneration Manager confirmed that whilst Hartlepool had not qualified to receive any of the Talent Match

funding, other Tees Valley Authorities had been invited to put a bid together. It was noted that representations had been made to Hartlepool's MP Iain Wright to clarify this arrangement. It was suggested that this issue could be discussed with Hartlepool's MP as part of this investigation.

- (v) It was noted that the reduction in industrial and manufacturing jobs had a big impact on Hartlepool which in turn reduced the skilled workforce available in the town. It was recognised that whilst a lot of training schemes were aimed at the unemployed under the age of 19, the level of support for people up to the age of 25 was questioned. The Economic Regeneration Manager confirmed that the key target group for apprenticeships was 18-24 years old. Members were informed that the Economic Regeneration Team worked closely with businesses and Job Centre Plus to target employers and support businesses through the many funding streams available to take on additional employees and apprentices.

Recommended

The presentation and discussion that followed would be used to inform the Scrutiny Forum's investigation into the JSNA Topic of Employment.

19. Scrutiny Investigation into the JSNA Topic of Employment – Evidence from The Mayor as Portfolio Holder for Regeneration and Neighbourhoods *(Scrutiny Support Officer/The Mayor)*

The Mayor had been invited to the Forum as Portfolio Holder for Regeneration and Neighbourhoods to provide evidence in relation to this Forum's investigation into the JSNA topic of Employment. The Mayor outlined the Council's role in relation to targeting and signposting businesses and individuals to the different funding streams available. Members were reminded of the key role the College of Further Education played in training the next generation of the workforce to meet the needs of employers in the local area, especially in the area of nuclear power, aeronautics, renewables and engineering.

Members were informed that the economic development of the town played a key role in supporting the Health and Wellbeing Strategy through tackling educational standards, social mobility and expanding the local economy. The Mayor emphasised the importance of the involvement of Hartlepool in the development of the Local Enterprise Partnership across the Tees Valley with the potential to secure further bids to the regional growth fund. A key focus of the Council was to ensure that aims of the Health and Wellbeing Strategy and Economic Regeneration Strategy was to ensure that resources were being utilised in the best way possible for the benefit of the residents of the town.

During the discussions that followed, a number of issues were raised:

- (i) The importance of continuing to work together with some of the biggest employers in the Tees Valley was discussed.
- (ii) A Member referred to the need to continually develop tourism in the town as this boosted the town's economy in a number of ways. The Mayor indicated that the Council continued to support tourism and the individual organisations supporting this sector wherever possible.
- (iii) In response to a question from a Member, the Economic Regeneration Manager indicated that he was not aware of any bursaries available for people wishing to undertake adult education courses. However, it was noted that there may be funding available within the Flexible Support Fund, delivered by the Economic Regeneration Team for employability and entrepreneurial support for people aged 18-24 who were in receipt of JSA or ESA and non Work Programme status..
- (iv) A Member sought clarification on what support was available to people with multiple problems. The Assistant Director, Neighbourhood Services confirmed that the Troubled Families programme supported people through reducing crime and anti-social behaviour, assisting people to access the labour market and encouraging and supporting children from families with multiple problems to attend school regularly. The Troubled Families programme would operate for eight years and worked in conjunction with the voluntary sector to ensure that the people of Hartlepool get the best opportunities.
- (v) The Assistant Director, Neighbourhood Services confirmed that the Community Pool Budget was available to match fund grants that provided support to other schemes. The importance of looking at the wider picture in relation to funding and pulling all resources together from economic development, adult education and the community and voluntary sector for the benefit of the town was discussed.
- (vi) It was noted that Members needed to be mindful of employment issues and the economic wellbeing of the residents of Hartlepool when considering the future budget proposals.

Recommended

The presentation and discussion that followed would be used to inform the Scrutiny Forum's investigation into the JSNA Topic of Employment.

20. Six Monthly Monitoring of Agreed Regeneration and Planning Services Scrutiny Forum's Recommendations *(Scrutiny Support Officer)*

The Scrutiny Support Officer provided details of progress made on the delivery of the agreed scrutiny recommendations against investigations undertaken by the Forum since the 2005/06 municipal year. The report included a chart which provided the overall progress made by all scrutiny forums since 2005 and Appendix A provided a detailed explanation of progress made against each recommendation agreed by this Forum.

It was noted that since the 2005/06 municipal year, 93% of the Regeneration and Planning Services Scrutiny Forum's recommendations had been completed with 3% in progress and 5% overdue. However the 5% overdue statistic did not include the most recent updates included within the performance management system.

Clarification was sought on the progress on some of the issues. The Economic Regeneration Manager confirmed that the issues that were outstanding were due to the dissemination of information in view of restrictions imposed by the Department of Work and Pensions. Members were informed that recent progress had been made to enable detailed performance data to be made available to a future meeting, via a confidential appendix due to the commercially sensitive nature of that information.

It was noted that a report on selective licensing would be presented to Cabinet later in September, the outcome of which would be reported back to this Scrutiny Forum at a later date.

Recommended

- i) That progress against the Regeneration and Planning Services Scrutiny Forum agreed recommendations since the 2005/06 municipal year, be noted.
- ii) Members were requested to retain Appendix A for future reference.
- iii) That the Selective Licensing report being presented to Cabinet in September, be presented back to this Scrutiny Forum along with the outcome of the Cabinet decision.

21. Any Other Items which the Chairman Considers are Urgent

None.

Meeting concluded at 4.27 pm

CHAIR

REGENERATION AND PLANNING SCRUTINY COMMITTEE

11th October 2012



Report of: Assistant Director (Regeneration & Planning)

Subject: QUARTERLY HOUSING SERVICES REPORT

1. PURPOSE OF REPORT

- 1.1 The purpose of this report is to outline progress across key areas of the Housing Service relating to empty homes, enforcement activity, Selective Licensing, Disabled Facilities Grants, housing allocations and housing advice and homelessness prevention during the first quarter of 2012/13.

2. BACKGROUND INFORMATION

- 2.1 This report provides an update on progress and benchmarking across key areas of the Housing Service during Quarter 1 2012/13.

3. EMPTY HOMES UPDATE

- 3.1 The Housing Services team along with partners Housing Hartlepool are progressing with the implementation of an Empty Homes Pilot scheme as part of the incentive approach to bringing empty homes back into use. Work has been completed on the first 19 properties (phase 1) and new tenants found in most cases. Local employment and training outputs have been delivered by Opening Doors and they completed the works on two properties in Mapleton Road to a high standard. Housing Hartlepool will manage these properties on the owner's behalf on a lease arrangement for up to ten years. The properties will be let at an affordable rent. The second phase of this scheme (funding for which has been secured from the HCA) has commenced with 24 owners of empty homes expressing an interest. The process of inspecting these properties and producing a specification of works is underway. Works commenced in September 2012.
- 3.2 The Housing Services team in partnership with Building Consultancy and Estates are beginning the implementation of the Empty Property Purchase Scheme as approved by Cabinet in March 2012. To be considered for the scheme properties must be empty for a minimum of 6 months, owners of all long term empty properties within Hartlepool have been contacted. An application was submitted to the HCA Clusters of Empty Homes Fund with the

intention of furthering this scheme. The Council was successful in securing this funding and secured £2.6 million from the HCA to be match funded by the Council. The scheme will result in the acquisition of 100 empty homes over 2 years. Refurbishment works will be completed by Facilities Management and Housing Hartlepool will manage the properties into the future. The properties will be let at an affordable rent. Within Quarter 1 of 2012/13, 5 properties had been acquired through this scheme and refurbishment works on these properties commenced in September 2012.

- 3.3 A key action within the Empty Homes action plan was to bring 10% of empty properties back into use and to identify properties suitable for enforcement action. In order to demonstrate this ongoing work a table of the top 20 empty properties has been developed and this will monitor progress and assist in implementing the most appropriate form of enforcement action. The table includes properties which have been empty for the longest time and those in key strategic locations (identified within the empty homes strategy). Each individual case is assessed on its merits and appropriate informal action taken followed by enforcement action. All properties have been inspected, photographed and an empty property assessment form completed.
- 3.4 All owners have been contacted and have either brought their property back into use, have firm plans to do so or enforcement action has been identified. During this quarter the Empty Homes Officer has sent out a further 28 letters to owners on the 'top 20' list and conducted 12 on site visits. Of the properties identified in the original top 20 list, three properties have no solution to return to use therefore appropriate enforcement action has been identified and separate reports will be presented to the Portfolio Holder in respect of each of these to approve suggested enforcement action.
- 3.5 In total 19 empty properties have been brought back into use in this quarter. This figure records any intervention by the Council which has resulted in a property being brought back into use. This can range from informal discussions and awareness raising, with owners through to enforcement action. The work of the housing standards officers has contributed significantly to this achievement.
- 3.6 The Council is also piloting the pro-active use of s215 planning enforcement powers to improve the visual appearance of residential properties. Within the first quarter of 2012/13 three notices were served which could result in direct action if the owner does not comply. An additional 7 properties were identified as requiring s215 action and the process of dialogue with owners has commenced.
- 3.7 As part of the Empty Homes Strategy, the regeneration of Baden Street is also being progressed by the Council. All of the owners of the qualifying empty properties who are actively engaged in the scheme have received priced schedules from the Council for consideration. The owner who failed to engage in the scheme initially, who was referred to the Empty Homes Officer for enforcement action, as previously reported, has since come forward and work has commenced to undertake the survey of the property.

- 3.8 To date, there has been a positive response to the information presented to the owners concerned regarding the scheme. So far, one owner has opted to proceed with the Council as the preferred contractor; a date for this work to commence on site is currently being arranged and over half of the remaining owners have already indicated that they are in the process of seeking additional, independent quotations for the work.
- 3.9 To complement the ongoing process to bring the empty homes back into use, the partnership work continues to progress the broader aims of the scheme to assist with the regeneration of the street. This has included various improvements to security provision, supporting owner occupiers, existing tenants, landlords and agents with an extensive range of issues, including mediation between a tenant and their landlord in order to sustain the tenancy, arranging workshops tailored to identified needs (for example, financial management, employability and skills), identifying and assisting new tenants to move into the street who have made a successful application to the Good Tenants Scheme, and averting the re-letting of properties to those who have not. The road has also been resurfaced as part of the Council's Highway Resurfacing Programme for 2012.

4. ENFORCEMENT UPDATE

- 4.1 This section relates to the work carried out in relation to a number of key areas, including housing conditions, housing related statutory nuisance and problematic empty properties.
- 4.2 Table 1 sets out the service requests that have been received by the enforcement team during the first quarter of this year. The total number of requests is comparable with the same quarter of 2011/12. The previous year's figures are shown in brackets for comparison purposes.
- 4.3 In addition to the reactive work carried out, the team undertakes proactive work in relation to identifying problematic empty and nuisance properties through area based targetting in the HMR areas and Baden Street. Officers continue to undertake proactive inspections of Selective License properties (as detailed in table 2).

Table 1 – Enforcement Team Service Requests

Request Type	Number and % of Total Number by Quarter 2012/13							
	Quarter 1		Quarter 2		Quarter 3		Quarter 4	
Disrepair	(65) 52	19%	(56)		(61)		(60)	
Empty & Insecure Property	(30) 53	20%	(58)		(48)		(40)	
Empty property report	(0) 0	0%	(0)		(2)		(0)	
Empty property Nuisance	(31) 44	16%	(23)		(16)		(4)	
Unauthorised Encampment	(4) 1	0.5%	(5)		(0)		(0)	
Nuisance from	(13) 6	2%	(3)		(7)		(60)	

Request Type	Number and % of Total Number by Quarter 2012/13							
	Quarter 1		Quarter 2		Quarter 3		Quarter 4	
Adjacent Property								
Nuisance from Occupied Property	(86) 92	34%	(83)		(42)		(20)	
Filthy & Verminous	(3) 0	0%	(0)		(5)		(0)	
Defective Drainage	(23) 14	5%	(16)		(6)		(5)	
HMO Advice	(3) 3	1%	(4)		(1)		(1)	
Immigration Visit	(5) 2	1%	(2)		(4)		(7)	
Total Number of Requests	(263) 267		(250)		(192)		(197)	

- 4.4 The majority of service requests fall into three main areas:
- Disrepair
 - Empty Properties
 - Nuisance
- 4.5 The first quarter of the year showed a 20% reduction in the number of disrepair cases reported to the team when compared to the previous year. In this quarter 3 Housing Act 2004 improvement notices were served and three Environmental Protection Act 1990 notices were served in relation to premises which were prejudicial to health.
- 4.6 Complaints regarding empty properties were relatively high when compared to the same quarter last year. The reason for this is unclear but it may be as a result of officers having an increased presence in some areas and increased awareness by the public and members. Eight notices were served to require the securing of empty dwellings and seven notices were served requiring the abatement of nuisance associated with empty properties e.g. to remove rubbish from within the property boundaries.
- 4.7 The overall number of service requests relating to nuisances (both occupied and empty) accounted for more than half of the cases and was comparable with the first quarter of last year.
- 4.8 From 2007, when mandatory licensing of Houses in Multiple Occupation (HMOs) was introduced, to 31 March 2012 were 15 premises licensed as HMOs in Hartlepool. These licences remain in force for five years, unless there are circumstances that require a variation or revocation. Five licences became due for renewal during May and four renewal applications were received. The fifth licence holder had unfortunately passed away.

5. SELECTIVE LICENSING UPDATE

- 5.1 In order to ensure licence applications are made for any properties which remain unlicensed within the designation, intense enforcement work was undertaken by officers. This resulted in a substantial number of new applications being received which are now undergoing assessment. There remains a small proportion of outstanding applications for which formal enforcement is now being considered.

- 5.2 A review of all working policies, procedures and associated documentation was completed and the phased implementation of these has ensured that all licensing processes are fully compliant with the requirements of the legislation.
- 5.3 Officers have continued to offer advice and guidance to landlords of licensable properties as well as to those outside of these areas.
- 5.4 Table 2 summarises the Selective Licensing activities undertaken. 27 properties were licensed in this quarter bringing the total number issued to 605.

Table 2 – Selective Licensing Activity

Licensed Properties	2009/10	2010/11	2011/12	2012/13 Q1
Total number of properties licensed	44	482	52	27
Licences revoked	0	0	6	1
Gas/Electrical Safety				
Reminder Letters sent for Gas or Electrical safety Certificates		395	673	183
Notice Served for non supply of satisfactory Gas or Electrical Safety Certificate		139	422	93
Final Warning of court proceedings	0			53
Certificates Supplied following Reminder or Notice sent		257	492	149
Additional Enforcement				
Referred for legal action to commence		N/A	112	37
Called in for office interview and informal caution			12	3
Telephone interview and informal caution			88	24
Conditions complied with following contact			99	28
Housing Standards Inspections				
Inspection of Licensed Property completed	0	86	220	14
Schedule of Works Sent with recommendation for action for Licensed property	0	10	140	6

6. TRAVELLERS AND MIGRANTS

- 6.1 The Council collects information on unauthorised gypsy and traveller encampments. During Quarter 1 2012/13 1 unauthorised traveller

encampment stayed for 1 day at the rear of Old Customs House. This encampment comprised of five caravans. During the financial year 2011/12 there was 1 unauthorised encampment at the rear of B&Q. This had comprised of 3 caravans belonging to the same family and they stayed four days.

- 6.2 Information on migrants who have been rehoused through the Compass CBL scheme will be tabled at the meeting.

7. DISABLED FACILITIES GRANT (DFG) BENCHMARKING DATA

- 7.1 The Council continues to benchmark its service against other Local Authorities in the North East as part of the North East Adaptations Group.
- 7.2 The benchmarking is undertaken by monitoring the overall time taken from first contact (the date a person first approaches social services with a need for help and assistance) to certified date (date that the works are confirmed as completed).
- 7.3 During 2011/12 the Council's overall time taken averaged at 154 days. At the end of Quarter 1 2012/13 the Council completed 24 DFGs and took 129 days from first contact to certified date.
- 7.4 At the end of Quarter 1 there were 69 applicants on the waiting list for a DFG. Applicants continue to wait less than 1 month for a means test visit.

8. ALLOCATIONS SUMMARY

- 8.1 Choice Based Lettings (CBL) activity and performance continues to be monitored on a quarterly basis and compared with our sub regional partners by the Sub Regional CBL Steering Group.
- 8.2 The number of applicants who are 'live' on the system and able to bid (shown in table 3) decreased during 2011-2012 and at the end of the year was 2180 in Hartlepool. At the end of Quarter 1 this number increased to 2340.

Table 3 – Total number of 'live' applicants (able to bid)

	Hartlepool	Sub Regional Total
Quarter 4 (2011-12)	2180	16193
Quarter 1 (2012-13)	2340	16615

During Quarter 1 the number of Housing Hartlepool applicants on the waiting list wanting a transfer (from one Housing Hartlepool property to another) has increased from 25% to 29% as a result of the number of current Housing Hartlepool tenants who under-occupy their property and need to move so

that they are not affected by the under occupation charge that will be introduced in April 2013.

- 8.3 To ensure that applicants in the greatest need are given preference for an allocation of accommodation, levels of housing need are categorised into five bands. The numbers of applicants within each band demonstrates that since the end of Quarter 4 (2011-12) the number of applicants that fall within Band 4 – No or low level housing need – has reduced from approximately 75% of the whole waiting list to 68%. This means that there are an increased percentage of applicants whose level of housing need has put them into a 'priority' band (Table 4).

Table 4 – Total number of 'live' applicants (able to bid) within each Band

	Band 1	Band 2	Band 3	Band 4	Total
Quarter 4 (2011-12)	145	425	60	1550	2180
Quarter 1 (2012-13)	190	512	54	1585	2340

- 8.4 Within Hartlepool, during Quarter 1, the number of decant applicants has also increased. For the purposes of the CBL policy, a decant applicant is defined as one who is losing their home through a recognised regeneration scheme and they are awarded the greatest priority. This number has increased from 14 at the end of Quarter 4 (2011-12) to 44.
- 8.5 Some applicants within the three Priority Bands (1, 2 and 3) may also have cumulative needs (more than one housing need). This figure has increased significantly since 2011-12. Applicants with cumulative need due to a housing need in addition to under occupation have increased to 59 within Band 2 and 34 within Band 1.
- 8.6 Table 5 demonstrates that the majority of lettings continue to go to those on the waiting list rather than to Housing Hartlepool transfer applicants. However, the higher number of lets to transfers reflects the increased number of transfer applicants on the whole waiting list. One of the reasons for this increase is as a result of the number of current Housing Hartlepool tenants who under-occupy their property and need to move so that they are not affected by the under occupation charge that will be introduced in April 2013.

Table 5 – Lettings Information for Hartlepool

	Total no. lets	Direct Lets	Transfers
Quarter 4 (2011-12)	108	2	12 (11%)
Quarter 1 (2012-13)	151	0	22 (15%)

- 8.7 Within the sub region the number of lets within each Band as shown in table 6, shows that approximately one-third of lettings have gone to applicants within Band 4.

Table 6 – Percentage lets to each Band (within Hartlepool)

	Band 1	Band 2	Band 3	Band 4	Decants	Total no. lets
Quarter 4 (2011-12)	33%	25%	9%	33%	4%	108
Quarter 1 (2012-13)	34%	26%	6%	34%		151

- 8.8 The Sub Regional CBL Policy allows for cross boundary mobility as shown in table 7.

Table 7 – Cross Boundary Mobility

	Area applicant moved from:	Area applicant rehoused to:	Number
Quarter 1	Hartlepool	Stockton	2
	Stockton	Hartlepool	2

- 8.9 The percentage of properties let on 1st offer is also monitored across the sub region. During Quarter 1 (2012-13) this percentage has decreased from 73% in Quarter 4 (2011-12) to 44%. The reason for this will be monitored through regular liaison meetings that take place with Housing Hartlepool.
- 8.10 The current CBL Policy (revised January 2012) is undergoing review and consultation has taken place following a range of measures contained in the Localism Act 2011 and the subsequent Code of Guidance issued by Department of Communities and Local Government in June 2012.

The review of the Tees Valley Common Allocations Policy is centred on the main elements of the guidance:

- Eligibility to join the housing register;
- Additional preference for Armed Forces Personnel;
- Adoption of a modern measure of overcrowding and prioritising tenants who are under occupying; and
- Flexibility to award preference to those in paid employment / voluntary workers / prospective adoption or foster parents.

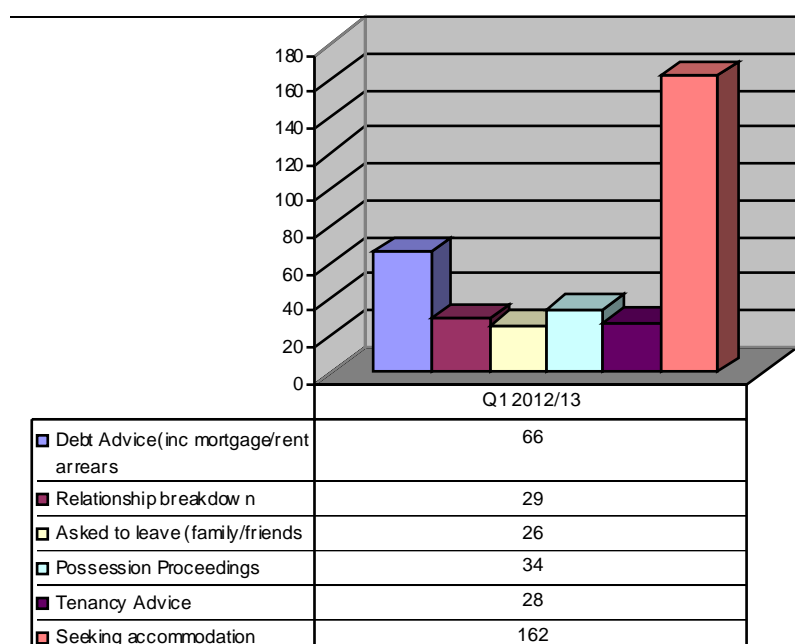
In addition the review will also consider other amendments to the policy that may be required as a result of the impact of welfare reforms

Consultation on the policy review closed on 24th September 2012.

9. HOUSING ADVICE AND HOMELESSNESS PREVENTION ACTIVITY

- 9.1 The Housing Advice and Homelessness service carries out the Council's statutory duties in relation to homelessness and housing advice. During the first quarter of this year active casework has been carried out for 345 clients needing detailed advice and assistance and homelessness has been prevented for a further 70 households. Two households facing mortgage repossessions were accepted as homeless and in priority need as all options had been exhausted to save their homes. Table 8 provides a breakdown of the enquiry types clients presented with during this first quarter.

Table 8 – Breakdown of Housing Advice and Homelessness Prevention Activity



- 9.2 There has been an increase in the number mortgage related advice cases during this quarter and the reduction of housing benefit entitlement for single people under 35 has seen increasing numbers being unable to afford their existing accommodation. Although we have continued to keep homelessness to very low levels to date it is likely that we will see a significant increase over the coming months as further benefit changes begin to take effect.
- 9.3 The Housing Advice Team also administers the Council's Good Tenant Scheme (GTS). Table 9 sets out the outcome of the Good Tenant Scheme applications made in the first quarter of 2012/13.
- 9.4 In quarter 1 218 GTS applicants were sent a satisfaction questionnaire. Of those, 20 were returned (9% return rate) and 19 reported satisfaction with the service (95%)

Table 9 – Outcome of Good Tenant Scheme Applications

Type	Quarter 1 2012/13
Applicants Pending at time of report	2
Full Membership	54
Prov. Member 1 st tenancy	83
Prov. Member- ASB/Criminal	3
Prov. Member – Rent Arrears	25
Prov. Member – Support Dependant	2
Prov. Member – Tenancy Management	8
Rejected Applicant	32
Tenancy Complaint	0
Passported Membership (where unable to obtain references)	9
Total Applicants	218
Appeals	4

10. SECTION 17 OF THE CRIME AND DISORDER ACT 1998 CONSIDERATIONS

- 10.1 Hartlepool Borough Council recognises that Community Safety affects all our lives, people, communities and organisations. The key areas of Housing Services are all developed with the reduction of crime and anti social behaviour in mind.

11. EQUALITY AND DIVERSITY CONSIDERATIONS

- 11.1 Impact Assessments have been carried out on all housing services strategies that are relevant to this report.

12. RECOMMENDATIONS

- 12.1 That Members of the Forum note the content of the report and where appropriate seek clarification.

13. APPENDICES AVAILABLE ON REQUEST, IN THE MEMBERS LIBRARY AND ON-LINE

- 13.1 There are no appendices to this report.

14. BACKGROUND PAPERS

- 14.1 The following background papers were used in the preparation of this report:-

- (i) Report to the Regeneration & Neighbourhoods Portfolio Holder dated 29 June 2012.

- (ii) Report to the Regeneration & Neighbourhoods Portfolio Holder dated 28 September 2012.

15. CONTACT OFFICER

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REGENERATION AND PLANNING SERVICES SCRUTINY FORUM

11 October 2012



Report of: Scrutiny Support Officer

Subject: JSNA TOPIC OF 'EMPLOYMENT' – EVIDENCE
FROM THE TOWN'S MP – COVERING REPORT

1. PURPOSE OF REPORT

- 1.1 To inform Members of this Forum that the Town's MP has agreed to attend today's meeting to provide evidence in relation to this Forum's investigation into the JSNA topic of 'Employment'.

2. BACKGROUND INFORMATION

- 2.1 Members will recall that at the meeting of this Forum on 2 August 2012, the Terms of Reference and Potential Areas of Inquiry / Sources of Evidence for this Scrutiny investigation were approved by the Forum.

- 2.2 Consequently, the Town's MP has agreed to attend this meeting to submit evidence of a local perspective to the Forum.

- 2.3 During this evidence gathering session with the Town's MP, it is suggested that responses should be sought to the following key questions:-

- (a) With employment being a contributory factor in closing the gap on health inequalities in Hartlepool, in your opinion as the Town's MP:-
 - (i) What more could be done to increase the number of people who are work ready?
 - (ii) How can we encourage the entrepreneurial activity and ideas of local residents?
- (b) What recommendations in relation to employment could be helpful in informing the development of the health & wellbeing and commissioning strategies?
- (c) What other advice / information are you able to provide this Forum, that would assist this scrutiny investigation?

3. RECOMMENDATIONS

- 3.1 That Members of the Forum consider the views of the Town's MP in relation to the questions outlined in section 2.3

Contact Officer:- James Walsh – Scrutiny Support Officer
Chief Executive's Department - Corporate Strategy
Hartlepool Borough Council
Tel: 01429 523647
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BACKGROUND PAPERS

The following background papers were used in the preparation of this report:-

- (i) Minutes of the Regeneration and Planning Services Scrutiny Forum meeting held on 2 August 2012.
- (ii) Report of the Scrutiny Support Officer, entitled 'Scrutiny Investigation into Employment – Scoping Report' presented at the meeting of the Regeneration and Planning Services Scrutiny Forum on 2 August 2012.

REGENERATION AND PLANNING SERVICES SCRUTINY FORUM

11 October 2012



Report of: Scrutiny Support Officer

Subject: DEPARTMENT FOR WORK AND PENSIONS' WORK
PROGRAMME UPDATE ON PROGRESS–
COVERING REPORT

1. PURPOSE OF REPORT

- 1.1 To inform Members of this Forum that representatives from the Department for Work and Pensions' (DWP) Work Programme have agreed to attend today's meeting to provide an update of progress made in Hartlepool.

2. BACKGROUND INFORMATION

- 2.1 The DWP launched The Work Programme in June 2011 as:-

*"Tailored support for claimants who need more help to undertake active and effective job seeking. Participants receive support to overcome barriers that prevent them from finding and staying in work. It is delivered by DWP contracted service providers who have been given complete autonomy to decide how best to support participants while meeting their minimum service delivery standards."*¹

- 2.2 In Hartlepool the Prime Contractors for The Work Programme are Avanta Enterprise Ltd and Ingeus UK Ltd. With the subcontractor being Triage Central Ltd, whose role it is to:-

*"Support, training, work preparation and job opportunities. To help people in receipt of benefits progress back and into work."*²

- 2.3 Members may recollect that following this Forum's investigation into 'Employment and Training Opportunities for Young People Aged 19-25', recommendation (a)(iii) read:-

"That Hartlepool Borough Council liaise with prime providers of the Work Programme to develop a process to ensure the dissemination of information in relation to the success of the DWP Work Programme in Hartlepool to the Council and the Regeneration and Planning Services Scrutiny Forum, once available"

¹ DWP, 2011

² Triage, 2012

- 2.4 Subsequently, representatives from Avanta Enterprises Ltd, Ingeus UK Ltd and Triage Central Ltd have agreed to attend today's meeting to provide an update in relation to progress of the DWP's Work Programme in Hartlepool.

3. RECOMMENDATIONS

- 3.1 That Members of the Forum consider the views the representatives from the DWP's Work Programme, seeking clarification on any issues where relevant.

Contact Officer:- James Walsh – Scrutiny Support Officer
Chief Executive's Department - Corporate Strategy
Hartlepool Borough Council
Tel: 01429 523647
Email: james.walsh@hartlepool.gov.uk

BACKGROUND PAPERS

The following background papers were used in the preparation of this report:-

- (i) Department for Work and Pensions (2011), The Work Programme, Available from: <http://www.dwp.gov.uk/policy/welfare-reform/the-work-programme/> (Accessed 20 September 2012)
- (ii) Triage Central Ltd (2012), Who we are, Available from: <http://www.triagecentral.co.uk/> (Accessed 20 September 2012)
- (iii) The Regeneration and Planning Services Scrutiny Forum's Final Report Employment and Training Opportunities for 19-25 Year Olds considered by Cabinet on 30 April 2012

**REGENERATION AND PLANNING SERVICES
SCRUTINY FORUM**

12 October 2012



Report of: Scrutiny Support Officer

Subject: THE EXECUTIVE'S FORWARD PLAN

1. PURPOSE OF REPORT

- 1.1 To provide the opportunity for the Regeneration and Planning Services Scrutiny Forum to consider whether any item within the Executive's Forward Plan should be considered by this Forum.

2. BACKGROUND INFORMATION

- 2.1 One of the main duties of Scrutiny is to hold the Executive to account by considering the forthcoming decisions of the Executive (as outlined in the Executive's Forward Plan) and to decide whether value can be added to the decision by the Scrutiny process in advance of the decision being made.
- 2.2 This would not negate Non-Executive Members ability to call-in a decision after it has been made.
- 2.3 As you are aware, the Scrutiny Co-ordinating Committee has delegated powers to manage the work of Scrutiny, as it thinks fit, and if appropriate can exercise or delegate to individual Scrutiny Forums. Consequently, Scrutiny Co-ordinating Committee monitors the Executive's Forward Plan and delegates decisions to individual Forums where it feels appropriate.
- 2.4 In addition to this, the key decisions contained within the Executive's Forward Plan (October 2012 – January 2013) relating to the Regeneration and Planning Services Scrutiny Forum are shown below for Members consideration:-

THE PLANS AND STRATEGIES WHICH TOGETHER COMPRISE THE DEVELOPMENT PLAN

The Planning and Compulsory Purchase Act 2004 introduced a new two tier system of planning involving regional and local plans. At a regional level the Regional Spatial Strategy provided the regional planning framework. The Localism Act 2011, however, revokes the Regional Spatial Strategy leaving the local plan or Local Development Framework to set the planning framework for the Borough. The local plan should be in compliance with national policy and there is a duty on local authorities to cooperate with neighbouring Councils in plan preparation.

The Hartlepool Local Development Framework will ultimately comprise a 'portfolio' of local development documents which will provide the framework for delivering the spatial planning strategy for the borough. Until this is fully in place, policies which are in the Local Plan and which have been "saved" will continue to form the basis of the planning policy for the town. Local development documents will comprise:

- a) Development plan documents – (DPDs) – these are part of the development plan and must include:-
- A local plan setting out the long term spatial vision for the area and the strategic policies and proposals to deliver the vision
 - DPDs on Site specific allocations and policies
 - Generic development control policies relating to the vision and strategy set out in the local plan, and
 - Proposals Map

Preparatory work relating to the local plan has been ongoing for some time involving the gathering of essential evidence which will be required to support and justify the policies included in the Document. Various studies have been produced including the Strategic Housing Land Availability Assessment, the Housing Needs Assessment, an Executive Housing Need Strategy, a Housing Implementation Strategy, an Employment Land Review, a PPG17 Open Space Assessment, a Sport and Recreation Audit and an indoor Sports Facilities Study. Some of these documents require updating before the local plan is published (see below) as the evidence needs to be as up to date as possible. A revised Strategic Housing Market Assessment has been prepared; the Local Infrastructure Plan which sets out details of infrastructure which will need to be provided in support of proposals contained within the local plan is also being prepared. The draft Local Infrastructure Plan has been consulted on and will be submitted to Cabinet for approval in January 2012. Work is continuing to be progressed on preparing the local plan. Following the initial Issues and Options stage, a Preferred Options Document was produced and consulted on in early 2010. Following a significant number of responses from the consultees which included statutory and non-statutory bodies, local groups and organisations and residents, and taking account of planning policy changes introduced or proposed at national level by the new government, Cabinet decided to revise and re-consult on the Preferred Options. The revised Preferred Options document was published in November 2010 and a 6 weeks consultation period concluded in February 2011.

The second Preferred Options document also generated a significant number of responses and these were reported to Cabinet in September as part of a detailed report which highlight officer recommendations on key policy issues such as proposed housing sites, industrial allocations and affordable housing policies. Cabinet's views have been fed into the local plan Publication Document which was approved by Cabinet in January and full Council in February prior to a final consultation before being sent to the Secretary of State who will appoint an independent Planning Inspector to hold an Examination in Public (EiP). This is likely to take place in December 2012 / January 2013. The Publication Document is intended to represent the Council's definitive position in relation to the local plan minor changes have been made at the request of the Planning Inspectorate which are being consulted on prior to the Examination in Public, these include the insertion of policies relating to the control of advertisements, presumption in favour of sustainable development; and the allocation of a Gypsy and Traveller site. If the local plan passes the tests of 'soundness' it may be amended to take account of the Inspectors recommendations and then adopted, probably in April 2013. The Local Development Framework also includes Minerals and Waste Development Plan Documents. The Minerals and Waste DPD Publication documents which were produced at a Tees Valley level were published in August 2009 and were subject to public examination in February 2011. The Inspectors findings were recently published which suggested only minor amendments. These have been reported to Cabinet and the DPD's were approved for adoption by the full Council on the 4th August 2011. The DPDs were jointly adopted by the Tees Valley Authorities on the 15th September 2011.

- b) Supplementary Planning Documents

A Transport Assessments and Travel Plans SPD was adopted in January 2009. This SPD sets out guidance and standards on the use of Travel Plans and Transport assessment planning agreements, including the circumstances when an agreement will be sought and on what basis.

Several other SPD's are in the process of or are proposed to be prepared which will provide additional planning policy guidance. Details of the timing of some of these documents are set out in a supplement to the Local Development Scheme (LDS), which has been approved by Cabinet and which is reviewed on a regular basis. The following SPD's are included in the current LDS.

Planning Obligations SPD – This document will set out guidance and standards on the use of commuted sums negotiated from developers through planning agreements. A draft of this SPD was initially presented to Cabinet for approval for public consultation purposes in October 2009, with the consultation beginning on the 31 October 2009 for a period until 8 January 2010. Responses to this are being considered alongside changes to the Planning Obligations Regulations which were introduced in 2010. The revised Planning Obligations SPD will go to Cabinet for approval early 2013.

Community Infrastructure Levy (CIL) – a new planning charge came into force in April 2010 which allows local authorities to raise funds from developers undertaking new building projects towards the cost of a wide range of infrastructure that is needed as a result of development. Although local authorities are not obliged to introduce CIL, restrictions on the use of Planning Obligations through Section 106 Agreements which will come into effect in 2014 would reduce local authorities' ability to secure infrastructure improvements without CIL. The scope for introducing CIL in Hartlepool is currently being investigated and subject to agreement to proceed a charging schedule will be prepared and submitted to Cabinet for approval early 2013.

Green Infrastructure SPD - Cabinet agreed on 2 November 2009 that an SPD be prepared to give a more focused direction to the provision of green infrastructure in Hartlepool. Work on this is progressing.

Central Area SPD - Cabinet agreed on 20 April 2010 that an SPD be prepared for the Central Area of the town to provide a strategy for investment within Hartlepool town centre and to identify specific development proposals. The SPD will assist in preparation of bids for funding. Work on this is progressing.

Seaton Carew SPD – Cabinet agreed on 27th September 2010 to the preparation of an SPD for Seaton Carew to provide guidance and support for the regeneration of the sea front area. Work on this will progress.

Design SPD – Cabinet agreed on 27th September 2010 to the preparation of a Design SPD to provide guidance and support towards the raising of design standards for future development. Work on this SPD will progress.

Trees and Development Guidelines – SPD to provide guidance in relation to those involved in development on the standards that the Council will expect from new development proposals as they relate to trees. It is proposed that a report will be presented to Cabinet in October 2012 with a request to agree public consultation, consulted would last a minimum of 6 weeks and reported back to Cabinet in January / February 2013 with any proposed modifications as a result of the consultation process. It is anticipated that this would be presented to Council in April / May 2013 with a view to adoption.

(c) Local Development Orders

Local Development Orders (LDOs) are a tool which can be used to simplify planning controls for designated areas of land. Whilst LDO's must be in general compliance with the key policies contained in the Development Plan (Local Plan/Core Strategy) an LDO will provide the planning policy framework within these areas, providing development meets the criteria

established in the LDO. The government is currently encouraging the use of LDO's as a means of promoting development and supporting community led planning and sees these as a mechanism to support the delivery of their Enterprise Zone initiative. The Tees Valley has recently been successful in securing Enterprise Zone status under this initiative and the successful bid includes sites in Hartlepool at Queens Meadow and the port estate and Oakesway.

Cabinet in October endorsed the preparation of draft LDOs for the Enterprise Zones, and undertake public consultation on these including submission of the LDOs to the Secretary of State prior to adoption by Council in April 2012. Government regulations mean that the LDOs for Enterprise Zones have to be adopted and in place by 1st April 2012.

The other documents within the Local Development Framework which must be prepared but which do not form part of the development plan are:

- a) Statement of Community Involvement (SCI) setting out how and when the Council will consult on planning policies and planning applications;
- b) Local Development Scheme (LDS) setting out a rolling programme for the preparation of local development documents, and
- c) Annual Monitoring Report (AMR) assessing the implementation of the Local Development Scheme and the extent to which current planning policies are being implemented.

The Statement of Community Involvement was adopted by the Council on 26 October 2006. A review was undertaken during 2009 with public consultation being held April – June 2009. A report was made to Cabinet on 7 September 2009 and it was reported to Council on 10 December 2009 with formal adoption in January 2010.

The first Local Development Scheme (LDS) as approved by Cabinet came into effect on 15 April 2005. The Scheme has been updated annually and the most recent scheme was approved by Cabinet in October 2011.

Annual Monitoring Reports (AMR) have been produced each year since 2004 / 5. The most recent AMR was completed in 2011 relating to the year 2010 / 11. This reviews progress against the RSS and generally assesses the effectiveness of planning policies and the extent to which they are being implemented.

Further Information:

Chris Pipe, Planning Services Manager Regeneration and Planning Services Department, Bryan Hanson House, Hanson Square, Hartlepool, TS24 7BT Tel. 01429 523596 e-mail Christine.pipe@hartlepool.gov.uk

DECISION REFERENCE: RN 70/11 - INNOVATION FUND

Key Test Decision (i) and (ii) applies

Nature of the decision

To seek approval to deliver a programme to support young people 14 years plus to improve employability prospects and in addition deliver employment outcomes for young people aged over 18. This will be subject to a successful bidding process via DWP.

Who will make the decision?

The decision will be made by the Cabinet.

Ward(s) affected

Potentially all wards but particularly focusing on the most deprived wards.

Timing of the decision

The decision is expected to be made in October 2012

Who will be consulted and how ?

Key stakeholders and partners, one workshop has already been held involving Council Departments and the voluntary/community sector, which was held on the 13th July 2011.

Information to be considered by the decision makers

The Government has announced £30m of support to assist the most disadvantaged young people from 14 years plus to improve employability and in addition deliver employment outcomes for young people over 18 years old.

DWP is inviting bids for organisations to deliver appropriate programmes and is based on an outcome payment model.

How to make representation

Representations should be made to Damien Wilson, Assistant Director (Regeneration and Planning), Level 3, Civic Centre, Hartlepool, TS24 8AY. Telephone 01429 523400, email damien.wilson@hartlepool.gov.uk

DECISION REFERENCE: RN 5/12 SEATON CAREW DEVELOPMENT SITES – RESULTS OF JOINT WORKING ARRANGEMENT WITH PREFERRED DEVELOPER

Key Test Decision (i) applies

Nature of the decision

Previously Cabinet has endorsed the selection of Esh Group as preferred developer to take forward development sites in Seaton Carew (December 2011). As part of that endorsement it was agreed that officers would work jointly with the developer to confirm the draft development proposals and layouts for the sites, carry out a programme of public consultation, undertake an assessment of the commercial market in Seaton Carew and draft a development agreement. Cabinet therefore will consider this further development work once completed and be asked to agree the proposed way forward.

Who will make the decision?

The decision will be made by Cabinet.

Ward(s) affected

Seaton Ward will be directly affected by the proposals.

Timing of the decision

The decision is expected to be made in October 2012

Who will be consulted and how ?

As part of the period of joint working the developer and the Council will consult widely on the regeneration and development proposals for Seaton Carew.

Information to be considered by the decision makers

Within the report, Cabinet will be requested to consider the suggested development proposals and the feedback from the public consultation exercise on those proposals.

Cabinet will also be asked to consider the key elements of the draft development agreement which will form the terms of reference for taking forward the development of the sites. This will include details on the timetable for development, land disposal, the value and timing of key payments and the roles, responsibilities and obligations of the Council and the developer within the overall programme of development.

How to make representation

Representations should be made to Damien Wilson, Assistant Director (Regeneration and Planning), Regeneration and Neighbourhoods Department, Civic Centre, Victoria Road, Hartlepool. Telephone: 01429 523400. E Mail: damien.wilson@hartlepool.gov.uk

DECISION REFERENCE: RN 16 / 12 - SUB REGIONAL TENANCY STRATEGY

Key Test Decision (ii) applies

Nature of the decision

Key decision to implement the Sub Regional Tenancy Strategy

Who will make the decision?

The decision will be made by Cabinet

Ward(s) affected

All Wards

Timing of the decision

The decision is expected to be made in October 2012

Who will be consulted and how ?

There has been early engagement and consultation in the development of the Sub Regional Tenancy Strategy with all Registered Providers operating in Tees Valley, all 5 Local Authorities, Northern Housing Consortium and Homes and Communities Agency.

The draft Tenancy Strategy will be consulted on with all Registered Providers and Members via questionnaires and written consultation as agreed at Cabinet on 19.3.12.

Information to be considered by the decision makers

The Localism Act gained Royal Assent on 15 November 2011. In January 2012 the provision in the Act (Section 150) requiring local Housing Authorities to prepare and publish a tenancy strategy within 12 months of this came into force. This means that local authorities have a statutory duty to produce a strategy by January 2013. The Tees Valley local authorities, following initial consultation with Registered Providers, have decided to adopt a Sub Regional Tenancy Strategy.

Cabinet will consider how the Sub Regional Tenancy Strategy will complement Hartlepool's Housing Strategy and Homelessness Strategy; the Tees Valley Common Allocations Policy and meet current and future housing priorities for Hartlepool.

How to make representation

Representations should be made to Dave Stubbs, Director of Regeneration and Neighbourhoods, Civic Centre, Victoria Road, Hartlepool, TS24 8AY. Telephone 01429 523301 e-mail: dave.stubbs@hartlepool.gov.uk

DECISION REFERENCE: RN 20/12 SELECTIVE LICENSING

Key Decision Test (i) and (ii) applies

Nature of the decision

To consider the findings of the evidence gathered from the consultation as prescribed by guidance together with a timetable of possible implementation of additional Selective Licensing areas in Hartlepool.

Who will make the decision?

The decision will be made by Cabinet

Ward(s) affected

Various wards depending on the areas of private rented housing that members may consider could benefit from the introduction of an additional selective licensing designation.

Timing of the decision

The decision is expected to be made in January 2013.

Who will be consulted and how ?

Extensive consultation, in compliance with detailed government guidance, will be necessary incorporating all stakeholders within any area proposed for an additional Selective Licensing designation, including;

- Residents
- Landlords
- Letting and managing agents
- Community groups
- Local businesses
- Ward Members

Information to be considered by the decision makers

The Housing Act 2004 introduced a discretionary power for Local Housing Authorities to designate areas for the selective licensing of private sector rented housing suffering from, or likely to suffer from, low demand and/or significant and persistent anti-social behaviour. The current designation of Selective Licensing was implemented in May 2009 covering 6 areas of the town and in September 2011 Cabinet agreed to delay their decision to extend the scheme into a further 9 areas for 12 months until a thorough evaluation of the evidence available from the existing scheme has been undertaken. This was reported to Cabinet on the 17th September 2012 giving detailed information and a report will provide an analysis of the impact the scheme has had on each of the existing 6 areas and indicate the effectiveness of Selective Licensing in Hartlepool. This further report will inform members of the outcome and evidence gathered from the consultation into introducing additional Selective Licensing areas in Hartlepool in addition to the areas which currently have selective licensing of private landlords operating in selective areas.

How to make representation

Representations should be made to Damien Wilson, Assistant Director (Regeneration and Planning), Regeneration and Neighbourhoods Department, Civic Centre, Victoria Road, Hartlepool. Telephone: 01429 523400. E Mail: damien.wilson@hartlepool.gov.uk

DECISION REFERENCE: RN 21 / 12 - LONGHILL AND SANDGATE BUSINESS IMPROVEMENT DISTRICT

Key Test Decision (i) and (ii) applies

Nature of the decision

Cabinet are requested to consider the proposal for the Council to continue to be a partner in the renewal of the Longhill and Sandgate Industrial Estates Business Improvement District (BID).

Who will make the decision?

The initial decision for the Council to pursue the development of the BID renewal will be made by Cabinet.

The actual decision to renew the BID will be made by the businesses on the Longhill and Sandgate Industrial Estates themselves through a formal ballot that will take place in November 2012.

Ward(s) affected

The wards affected are Headland & Harbour.

Timing of the decision

The initial decision to continue to be a partner in the Longhill & Sandgate BID and to develop the details of a business plan for the BID renewal is expected to be made in July 2012.

A further decision to approve the business plan and to hold a ballot for the BID renewal is expected to be made in October 2012.

The actual BID ballot will be held in November 2012.

Who will be consulted and how?

The BID renewal process will allow for extensive consultation to be undertaken with all the businesses affected on the Longhill & Sandgate Industrial Estates to gain their views on what activities they would want the BID renewal to fund.

There will also be further discussion with internal Council sections such as rates and recovery to consider any resource implications for the collection of the BID levy from businesses.

Information to be considered by the decision makers

The Longhill & Sandgate Business Improvement District (BID) has been running since April 2008 following a successful ballot of the businesses that took place in November 2007.

The Longhill & Sandgate BID imposes a 2% levy (minimum contribution £100 and maximum £1,000) on the rateable value of premises within the Estates area.

The income generated from the levy funds the operation of a 14 camera estate wide CCTV system. In particular this covers the ongoing revenue costs associated with the CCTV system i.e. monitoring and maintenance.

The current BID was agreed for 5 years and is due to finish in March 2013 and the Business Association have expressed their intention to renew the BID for a further 5 years.

How to make representation

Representations should be made to Damien Wilson, Assistant Director (Regeneration and Planning), Regeneration and Neighbourhoods Department, Civic Centre, Victoria Road, Hartlepool. Telephone: 01429 523400. E Mail: damien.wilson@hartlepool.gov.uk

DECISION REFERENCE: RN 22 / 12 CHOICE BASED LETTINGS POLICY REVIEW 2012

Key Test Decision (ii) applies

Nature of the decision

Key decision to approve changes to the Tees Valley Choice Based Letting (CBL) policy.

Who will make the decision?

The decision will be made by Cabinet

Ward(s) affected

All Wards

Timing of the decision

The decision is expected to be made in October 2012

Who will be consulted and how?

Consultation will be carried out throughout the Tees Valley by all partners to the Common Allocation Policy; this will include tenants, applicants, stakeholders and elected members. Consultation will take place via a range of methods including questionnaires and presentations.

Information to be considered by the decision makers

In November 2011, the Government published its Housing Strategy for England. This contains policies and initiatives already in place because of the Localism Act 2011. One of the principles set out in the Strategy is the reform to make better use of social housing.

A range of measures contained in the Localism Act 2011 make changes to the way people access social housing (including flexible/shorter tenancies; changes to homelessness; ending of 'open' waiting lists).

The Government consulted on Allocation of Accommodation: guidance for local housing authorities in England between 5th January 2012 and 30th March 2012. The final guidance on allocations is expected to be issued to local authorities during June 2012. It will make clear that social homes are not "to be allocated to people who don't need them" while those "in genuine need should be prioritised".

A review of the Tees Valley Common Allocations Policy is centred on the main elements of the guidance:

- Eligibility to join the housing register;
- Additional preference for Armed Forces Personnel;
- Adoption of a modern measure of overcrowding and prioritising tenants who are under occupying; and

- Flexibility to award preference to those in paid employment / voluntary workers / prospective adoption or foster parents.

In addition the review will also consider other amendments to the policy that may be required as a result of the impact of welfare reforms

Cabinet will consider how changes to the Tees Valley Common Allocations Policy will meet current and future social housing needs for Hartlepool.

How to make representation

Representations should be made to Damien Wilson, Assistant Director (Regeneration and Planning), Regeneration and Neighbourhoods Department, Civic Centre, Victoria Road, Hartlepool. Telephone: 01429 523400. E Mail: damien.wilson@hartlepool.gov.uk

DECISION REFERENCE: RN 23/12 - HCA CLUSTER OF EMPTY HOMES FUNDING OUTCOME

Key Decision Tests (i) and (ii) apply.

Nature of the decision

To update Cabinet on the outcome of Hartlepool's bid to the Homes and Communities Agency Clusters of Empty Homes Funding and seek approval for scheme financial arrangements and for project implementation proposals.

Who will make the decision?

The decision will be made by Cabinet.

Ward(s) affected

Wards within the Central Area of town, Foggy Furze, Burn Valley, Victoria and Jesmond Wards.

Timing of the decision

The decision is expected to be made in December 2012.

Who will be consulted and how ?

The development and implementation of the Empty Homes Strategy and Housing Strategy in Hartlepool to date has been informed by extensive rounds of community consultation and resident/stakeholder engagement in a range of forms. This scheme forms part of the incentive/ enforcement approach to tackling empty homes in Hartlepool.

Ongoing community consultation and engagement with local residents will remain a key feature of the implementation of the wider Empty Homes and Housing Strategy moving forward.

Information to be considered by the decision makers

Cabinet will consider the proposal for the implementation of a further phase of the Hartlepool Borough Council Empty Property Purchasing Scheme, following the announcement of HCA 'Cluster of Empty Homes Funding'. The original scheme was approved at Cabinet on the 19th March 2012, this included approval to submit a bid for HCA 'Cluster Funding'. If successful the report will propose the implementation of a wider empty homes purchasing scheme. The financial implications and proposals for match funding will be demonstrated and project delivery and phasing arrangements will also be considered. An update on the Empty Homes Strategy overall will also be presented.

How to make representation

Representations should be made to Damien Wilson, Assistant Director (Regeneration and Planning), Regeneration and Neighbourhoods Department, Civic Centre, Victoria Road, Hartlepool. Telephone: 01429 523400. E Mail: damien.wilson@hartlepool.gov.uk

DECISION REFERENCE: COASTAL COMMUNITIES FUND ROUND 2 APPLICATION RN 27/12**Nature of the decision**

To seek approval to implement a programme for coastal communities should a bid to the Coastal Communities Fund be successful

Who will make the decision?

The decision will be made by the Regeneration and Neighbourhoods, Portfolio Holder

Ward(s) affected

It is anticipated that a number of wards could be affected, depending upon the nature of the bid.

Timing of the decision

The decision is expected to be made in December 2012.

Who will be consulted and how?

Consultation will take place with the private, voluntary and community sectors to explore the potential for partnership working to deliver a bid.

Information to be considered by the decision makers

The Coastal Communities Fund is a government initiative to support the economic development of coastal communities. Grants in excess of £50,000 are available for projects which benefit coastal communities. The fund is equal to 50% of the revenues generated by the Crown Estate's marine assets. The UK wide fund will be hosted by the Big Lottery Fund (BIG Fund), and will be delivered on a local level in conjunction with country specific boards.

The objective of the fund is to *'support the economic development of coastal communities by promoting sustainable economic growth and jobs, so that people are better able to respond to the changing economic needs and opportunities of their area'*.

Project proposals are required to meet a number of specified criteria and those resulting in the highest level of economic growth will be prioritised.

A bid for funding submitted by the Council in April 2012 was unsuccessful. Further funding for 2013/14 is expected (although the level remains unknown) and timescales will be announced by the fund administrators in 2012, following a review and evaluation from year one. It is anticipated that the application process and timetable for submission will be similar to the round 1 timetable with submissions required in April 2013.

How to make representation

Representations should be made to Damien Wilson Assistant Director (Regeneration and Planning), Regeneration and Neighbourhoods Department, Hartlepool Borough Council, Civic Centre, Victoria Road, Hartlepool TS24 8AY. Tel: 01429 523400 Email: damien.wilson@hartlepool.gov.uk

DECISION REFERENCE: RN 28/12 – HARTLEPOOL YOUTH INVESTMENT PROJECT

Key Test Decision (i) and (ii) applies

Nature of the decision

To seek approval to deliver the Hartlepool Youth Investment Project. This project aims to improve the employability and entrepreneurial skills of young people so that they are prepared for the world of work and enterprise through improved collaborative working between schools, colleges, post-16 providers, universities and employers.

Who will make the decision?

The decision will be made by Cabinet.

Ward(s) affected

All wards.

Timing of the decision

The decision is expected to be made in October 2012

Who will be consulted and how?

Key stakeholders and partners will be consulted such as schools, colleges, work-based learning providers and local employers. There will be a number of stakeholder meetings to raise awareness and to support the design of the project.

Information to be considered by the decision makers

Key stakeholders and partners wish to develop the Hartlepool Youth Investment Project which will support young people to achieve their career aspirations and which will contribute to meeting the future demands of the local economy by increasing the number of skilled workers. This will be achieved through the implementation of a number of key actions including:

- Developing a curriculum offer for 14-16 year olds so that young people can access relevant vocational training programmes at Key Stage 4 (Including improved access to a Science, Technology, Engineering and Mathematics (STEM) vocational training programme);
- Delivering work-related learning, including work experience for 14-16 year olds;
- Developing a high quality internship and mentoring programme for 16-19 year olds who are studying vocational or non-vocational educational courses; and;
- Developing an enhanced pathway for 14-19 year olds who have been identified as at risk of becoming long term NEET or who are currently NEET.

How to make representation

Representations should be made to Damien Wilson, Assistant Director (Regeneration and Planning), Level 3, Civic Centre, Hartlepool, TS24 8AY. Telephone 01429 523400, email damien.wilson@hartlepool.gov.uk

2.5 A summary of all key decisions are detailed in the Timetable of Key Decisions overleaf:-

TIMETABLE OF KEY DECISIONS

Decisions are shown on the timetable at the earliest date at which they may be expected to be made.

1. DECISIONS EXPECTED TO BE MADE IN OCTOBER 2012

CE 44/11 (page 7)	Workforce Arrangements	Cabinet
CE 46/11 (page 9)	Review of Community Involvement & Engagement (Including LSP Review): Update on decisions taken 'in principle'	Cabinet / Council
CAS 129/12 (page 17)	Collaboration in Child and Adult Services	Cabinet / Council
CAS 132/12 (page 20)	Denominational Transport – Savings Options	Cabinet
CAS 134/12 (page 22)	Public Health Transition	Cabinet
RN 13/09 (page 27)	Disposal of Surplus Assets	Cabinet
RN 68/11 (page 29)	Community Cohesion Framework	Portfolio Holder / Cabinet
RN 70/11 (page 31)	Innovation Fund	Cabinet
RN 74/11 (page 32)	Former Leathers Chemical Site	Cabinet
RN 89/11 (page 34)	Former Brierton School Site	Portfolio Holder / Cabinet
RN 90/11 (page 36)	Mill House Site Development and Victoria Park	/ Council Cabinet / Council
RN 98/11 (page 38)	Acquisition of Assets	Cabinet / Portfolio Holder
RN 3/12 (page 42)	Review of Community Safety CCTV Provision	/ Council Cabinet
RN 5/12 (page 44)	Seaton Carew Development Sites – Results of Joint Working Arrangement with Preferred Developer	Cabinet
RN 10/12 (page 46)	Acquisition of the Longscar Building, Seaton Carew	Portfolio Holder
RN 11/12 (page 48)	Public Lighting Strategy	Portfolio Holder
RN 16/12 (page 50)	Sub Regional Tenancy Strategy	Cabinet
RN 18/12 (page 52)	Leasing of Land to a Wind Turbine Developer for the Erection of Wind Turbines on Land at Brenda Road	Cabinet
RN 20/12 (page 54)	Selective Licensing	Cabinet
RN 21/12 (page 56)	Longhill and Sandgate Business Improvement District	Council / Cabinet
RN 22/12 (page 58)	Choice Based Lettings Policy Review 2012	Cabinet
RN 24/12 (page 62)	Additional Highway Maintenance Works 2012-13	Portfolio Holder
RN 28/12 (page 69)	Hartlepool Youth Investment Project	Cabinet
RN 29/12 (page 71)	Ward Profiles	Portfolio Holder

2. DECISIONS EXPECTED TO BE MADE IN NOVEMBER 2012

CE 53/12 (page 12)	Localisation of Council Tax Support – Consultation Proposals	Cabinet / Council
CAS 133/12 (page 21)	Hartlepool Playing Pitch Strategy	Portfolio Holder
RN 25/12 (page 64)	Gambling Act – Statement of Licensing Principles	Council
RN 26/12 (page 65)	Review of Waste Management Services	Cabinet
RN 30/12 (page 73)	Community Pool 2013/14	Cabinet

3. DECISIONS EXPECTED TO BE MADE IN DECEMBER 2012

CAS 106/11 (page 15)	Priority Schools Building Programme	Cabinet
CAS 131/12 (page 19)	Schools' Capital Works Programme 2012/13 (Phase 3)	Portfolio Holder
RN 23/12 (page 60)	HCA Cluster of Empty Homes Funding Outcome	Cabinet
RN 27/12 (page 67)	Coastal Communities Fund Round 2 Application	Portfolio Holder

4. DECISIONS EXPECTED TO BE MADE IN JANUARY 2013

RN 99/11 (page 40)	Community Infrastructure Levy	Cabinet
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- 2.6 Copies of the Executive's Forward Plan will be available at the meeting and are also available on request from the Scrutiny Team (01429 523647) prior to the meeting.

3. RECOMMENDATIONS

- 3.1 It is recommended that the Regeneration and Planning Services Scrutiny Forum:-

- (a) considers the Executive's Forward Plan; and
- (b) decides whether there are any items where value can be added to the decision by the Regeneration and Planning Services Scrutiny Forum in advance of the decision being made.

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BACKGROUND PAPERS

The following background paper was used in preparation of this report:

- (a) The Forward Plan – October 2012 – January 2013