

REGENERATION AND PLANNING SERVICES SCRUTINY FORUM AGENDA



17 January 2013

at 3.00 pm

in Committee Room B, Civic Centre, Hartlepool

MEMBERS: REGENERATION AND PLANNING SERVICES SCRUTINY FORUM:

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

1. APOLOGIES FOR ABSENCE

2. TO RECEIVE ANY DECLARATIONS OF INTEREST BY MEMBERS

3. MINUTES

- 3.1 To confirm the minutes of the meeting held on 13 December 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 Proposals for inclusion in Council Plan 2013/14 – *Director of
Regeneration and Neighbourhoods*

7. ITEMS FOR DISCUSSION

- 7.1 Quarterly Housing Services Report – *Assistant Director (Regeneration
& Planning)*
7.2 Feedback on the JSNA Topic of Employment – *Hartlepool Youth
Parliament*

8. ISSUES IDENTIFIED FROM FORWARD PLAN

9. ANY OTHER ITEMS WHICH THE CHAIRMAN CONSIDERS ARE URGENT

ITEMS FOR INFORMATION

**Date of Next Meeting 21 February 2013, commencing at 3.00 pm in
Committee Room B, Civic Centre, Hartlepool.**



REGENERATION AND PLANNING SERVICES SCRUTINY FORUM MINUTES

13 December 2012

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

Present:

Councillor: Gerard Hall (In the Chair)

Councillors: Jim Ainslie, Kevin Cranney, Keith Dawkins and Kaylee Sirs

Also in attendance:

Your people's representatives from Children's Services Scrutiny Forum:
Ashleigh Bostock and Sam McKenna.

Teresa Driver, Wharton Trust
Jane Steel, Hartlepool College of Further Education
Lee Brown, Dyke House Secondary School

Officers: Antony Steinberg, Economic Development Manager
Patrick Wilson, Employment Development Officer
Mark Smith, Head of Integrated Youth Support Services
Kim Bell, Keeping in Touch Worker
Tom Argument, School Improvement Advisor
Laura Stones, Scrutiny Support Officer
Angela Armstrong, Principal Democratic Services Officer

41. Apologies for Absence

Apologies for absence were received from Councillors Mary Fleet and Alison Lilley from the Children's Services Scrutiny Forum.

42. Announcement

The Chair welcomed Laura Stones, Scrutiny Support Officer to the Regeneration and Planning Services Scrutiny Forum as its new dedicated scrutiny support and wished James Walsh, the Forum's previous Scrutiny Support Officer well in his new post with Sunderland University.

43. Declarations of interest by Members

None.

44. Minutes of the following meetings

- (i) The minutes of the meeting held on 11 October 2012 – confirmed.
- (ii) The minutes of the meeting held on 8 November 2012 – confirmed.

45. Matters arising

Minute 29 - The Employment Development Officer informed Members that since the last meeting of the Forum on 8 November 2012, performance information on the operation of the Work Programme had been released by the Department of Work and Pensions. It was noted that since the Work Programme had commenced 2 years ago, nationally, 836,000 people had participated in the Work Programme, and 31,000 (3.7%) had gained employment, of which 21,000 (3.4%) had gained sustainable employment. In the Tees Valley 16,000 people had entered onto the Work Programme with 500 people gaining employment, of which 340 were in sustainable employment. In relation to Hartlepool figures, 2,900 people had entered onto the Work Programme with 90 (3%) gaining employment, of which 60 (2%) was sustainable employment. In summary, the job outcome rate from Avanta was 2.75% and Ingeus 3.5%. It was acknowledged by Central Government that around 5% of people gain employment without any additional support from anyone.

A Member sought clarification on the level of people gaining employment within the Tees Valley. The Employment Development Officer confirmed that approximately 34,000 people were currently employed in Hartlepool with the overall employment rate remaining at around 8.1% (4,728). It was noted that the recent national increase in employment was based mainly on figures from southern England.

An update on the position in relation to the Innovation Fund was requested by a Member. The Employment Development Officer confirmed that the bid submitted to the Innovation Fund by Tees Valley Unlimited had been unsuccessful. It was unclear at this time if there would be a third round of funding to bid for.

Minute 38 – The Chair confirmed that the comments from the Scrutiny Forum on the Medium Term Financial Strategy had been considered by the Scrutiny Co-ordinating Committee on 7 December and would be submitted to Cabinet on 17 December for further consideration.

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

None.

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

None.

48. The Plans and Strategies which together comprise the Development Plan – Trees and Development Guidelines SPD *(Assistant Director, Regeneration and Planning)*

The Planning Services Manager presented a report which provided the Scrutiny Forum with information relating to the Draft Trees and Development Guidelines Supplementary Planning Document and associated sustainability appraisal which was currently out to public consultation until the end of January 2013.

A discussion ensued which included the following issues:

- (i) A Member sought clarification on the number of elm and ash trees that were at threat of disease within the town? The Planning Services Manager indicated that the statistics for this would be obtained and forwarded to Members.
- (ii) It was noted that the report referred to the national average percentage of tree coverage being approximately 6% and it was questioned whether there were any statutory obligations to increase the level of tree coverage in Hartlepool which was currently at approximately 2%. The Planning Services Manager indicated that whilst there were no statutory obligations on the level of tree coverage, the local authority had a duty to protect and enhance the environment through the consideration of planning applications. It was envisaged that the Trees and Development Guidelines Supplementary Planning Document would provide guidance to encourage the increase of tree coverage through future developments.
- (iii) A Member referred to the Local Plan and whether tree coverage was referred to within the Plan. The Planning Services Manager confirmed that the Local Plan does include reference to a green infrastructure including a requirement to encompass tree planting and other aspects of the natural environment within developments.
- (iv) It was noted that the report referred to a potential for trees and landscaping to have a minor negative effect on safety and security and clarification was sought on this. The Planning Services Manager indicated that material planning considerations for any planning application covered a multitude of issues including crime prevention, amenity and landscaping. The importance of ensuring that any future tree planting did not have a negative impact on natural surveillance was highlighted. As such, the Architectural Liaison Officer from Cleveland Police was consulted on the design layouts of developments at an early stage to ensure the correct balance between the amenity of the area

along with ensuring adequate natural surveillance was in place.

Members were supportive of the Trees and Development Guidelines SPD and endorsed the emphasis on tree preservation and the further planting of trees within the Borough as part of future sustainable development.

Recommended

- (i) The Forum noted the report and endorsed the Trees and Development Guidelines Supplementary Planning Document.
- (ii) That the approximate number of trees that may be affected by disease be forwarded to Members by the Planning Services Manager.

49. Scrutiny Investigation into the JSNA topic of Employment (*Scrutiny Support Officer/Representatives from the Economic Regeneration Team, Local Schools and Colleges and the Wharton Trust*))

A joint presentation was provided to the Forum by Employment Development Officer, the Economic Development Manager and the School Improvement Advisor which provided an overview of the local authority's approach to employment including employment schemes, supporting and encouraging businesses and opportunities for future funding available from the Regional Growth Fund. A number of representatives from a local secondary school, further education college and the youth service were also in attendance.

The Economic Development Manager confirmed that data had recently been released which highlighted that there had been a significant increase in new business start ups, including self employment, since 2010-2011. In addition there had been a significant reduction in business closures in 2010-2011 with the business stock within Hartlepool increasing by 260 to 2130. It was confirmed that the continuing focus of the local authority would be in the key area of business start up.

A discussion ensued which included the following issues:

- (i) A Member sought clarification on the potential for the future development of the renewable energy sector within Hartlepool. The Economic Development Manager confirmed that discussions were ongoing in relation to the future development of this sector including the development of enhanced allowances through enterprise zones. It was noted that Hartlepool was well placed geographically to attract this type of development including the port infrastructure and potential labour market.
- (ii) In relation to self employment, a Member questioned how many people under the age of 24 had enquired about progressing self employment. The Economic Development Manager confirmed that the figures provided by the HRMC did not provide a breakdown of those figures but it was estimated that the majority of self employment start ups were by

- people aged over 25.
- (iii) Clarification was sought on the progress of the potential refurbishment of the incubator units at Brougham Enterprise Centre. The Economic Development Manager indicated that whilst a final scheme had not been finalised, the development of a more reliable IT communication system for the businesses within the Centre was being considered to ensure the Centre remained attractive and competitive.
 - (iv) A Member highlighted a concern that young people were not encouraged to consider self employment as an option. The Economic Development Manager confirmed that the Hartlepool Youth Investment Programme linked business enterprises with schools and colleges to ensure self employment was discussed as a career option.
 - (v) Whilst it was clear that every effort was being made to bring jobs and investment to the town, the major issue was the sustainability of jobs and the potential of achieving Government funding through collaboration within the 'city region' was highlighted. The Economic Development Manager confirmed that collaborative working was being explored where it could add significant value to potential bids for funding. However, it was noted that an individual local authority approach was utilised where it was considered more appropriate.
 - (vi) Whilst it was noted educational attainment had increased within Hartlepool, a Member sought clarification on the options available to young people who may not achieve a GCSE level of educational attainment. The School Improvement Advisor indicated that the 11-19 Framework for Economic Well-being was utilised across Hartlepool schools and the wider Tees Valley to ensure pupils achieved a successful transition from school to further education, training or employment. In addition there was a pre application programme in place to ensure young people achieved level 2 and 3 apprenticeships. The representative from Dyke House Secondary School indicated secondary schools had the responsibility to ensure that students were encouraged to achieve a GCSE standard of education and the importance of ensuring that this target was seen as the norm was emphasised. It was noted that schools had a responsibility to ensure that students were supported to achieve this standard and that any issues were addressed in a timely and effective manner.
 - (vii) A Member noted that recent statistics had highlighted that there was a skills gap in certain trade areas including engineering. The representative from the College of Further Education (HCFE) confirmed that currently there were 420 apprentices aged 16-18 at the HCFE with 350 aged 19 or over.
 - (viii) The representative from the Youth Service confirmed that Hartlepool had the second highest number of 16-18 year olds in learning in the north east at 84.3% with the national average being 80.8% and regional average 79.1%. It was noted that North Tyneside was the only local authority to have a higher number of 16-18 year olds undertaking further education.
 - (ix) There were a number of concerns expressed by Members at the sustainable employment rate achieved for young people from the current Work Programme compared to the success of previous

employment initiatives such as Future Jobs Fund. However, the importance of ensuring young people achieve the required level of educational achievement was highlighted as people were more likely to change jobs more frequently than previously, even changing careers through upskilling.

- (x) The young people's representatives were disappointed that work experience from school had not been available to them but that the experience of being on employment schemes and attending further education had proved a positive experience.

A dvd that had been produced by young people with support from the Wharton Trust was played to Members and included the views of a number of young people on further education and future employment and the barriers they faced. It highlighted that the majority of young people would prefer to go on to achieve further education after school as opposed to going straight into employment. Members were pleased to hear the views of a number of different young people and considered that the comments and views included would be very valuable and would be taken on board as part of their consideration into this investigation.

- (xi) A discussion ensued on the current Government Work Programmes in comparison to the previous work programmes implemented by the local authority. The Employment Development Officer commented that initiatives such as the Family-Wise Project were currently being delivered far more successfully than the current Work Programme with around 20% of people being helped into work. Tees Valley Unlimited had requested the local authority to provide a number of data comparisons between previous work programme schemes and current work programme schemes. The importance of also providing these comparisons to the town's MP Iain Wright was raised to ensure this was highlighted to Government Ministers.
- (xii) Members stressed the importance of continuing with the economic regeneration of the town through the support provided to local businesses and the continuing pursuit of external funding to support local people into sustainable employment.
- (xiii) A Member sought clarification on the different qualifications available to young people within secondary schools. The School Improvement Advisor confirmed that a personalised education programme was developed for all students based on whether they would be more suited to achieving GCSE or vocational qualifications.
- (xiv) In response to a question from a Member, it was noted that the English Baccalaureate comprised a minimum of 6 GCSE's including English, maths, humanities, a modern foreign language and two science subjects but would not be fully in operation until 2017.
- (xv) The Employment Development Officer confirmed that a feasibility study would be undertaken looking at the different initiatives that may be available that had the potential to create jobs or apprenticeships, the result of which would be fed back to this Forum.

Recommended

The presentations and discussions that followed would be used to inform Members as part of their investigation into the JSNA topic of Employment.

50. The Executive's Forward Plan (*Scrutiny Support Officer*)

The report provided Members with the opportunity to consider whether any item within the Executive's Forward Plan should be considered by the Forum.

A discussion ensued which included the following issues:

- (i) It was noted that the Forum would be following the key decisions within the Executive's Forward Plan relating to housing matters with interest.
- (ii) A Member sought clarification on the key decision in relation to the Mill House Site Development and Victoria Park (RN 90/11). The Chair confirmed that whilst the future of the area remained under consideration, the necessity remained for ongoing maintenance of the current assets within the site. However, Members requested an update on the progress of the mill house master plan.
- (iii) A Member requested an update on the progress with the Coastal Communities Fund Round 2 Application (RN 27/12). The Economic Development Manager confirmed that work was underway to progress a bid for Round 2 funding including meetings with partners, although the deadline for the submission of bids was not for a while.
- (iv) A Member referred to a recent announcement about the Government Youth Contract and questioned how the local authority would be involved on a regional level. The Employment Development Officer confirmed that funding for the youth contract was part of the Government's wider 'Get Britain Working' measures targeting 18-24 year olds into activities such as work experience on a voluntary or mandatory basis. Members were informed that officers were currently developing a project which would be part funded from Youth Wage Incentive funding. In addition officers were working with Job Centre Plus and the National Apprenticeship Service to raise awareness of the youth contract and the associated benefits to local businesses. It was noted that funding through the Youth Contract was available until 2014-15 with additional funding recently announced for 16-17 year olds who are NEET (Not in Education, Employment or Training) and had not achieved GCSE's at grade A-C level.

Recommended

The Executive's Forward Plan was noted.

51. Any Other Items which the Chairman Considers are Urgent

None.

Meeting concluded at 4:58 pm

CHAIR

REGENERATION AND PLANNING SERVICES SCRUTINY FORUM

17 January 2013



Report of: Director of Regeneration and Neighbourhoods
Department

Subject: PROPOSALS FOR INCLUSION IN COUNCIL PLAN
2013/14

1. PURPOSE OF REPORT

- 1.1 To provide the opportunity for the Regeneration and Planning Services Scrutiny Forum to consider the proposals for inclusion in the 2013/14 Council Plan that fall under the remit of the Forum.

2. BACKGROUND

- 2.1 For 2013/14 a review of the Outcome Framework has been undertaken to ensure that it still accurately reflects the key outcomes that the Council and Partners have identified as being important for the future of the Borough. A revised Outcome Framework, to be implemented from April 2013, was reported to Scrutiny Coordinating Committee on 19 October 2012 and Cabinet on 29 October 2012.
- 2.2 As in previous years detailed proposals are being considered by each of the Scrutiny Forums in January. A further report will be prepared for Scrutiny Coordinating Committee on 18 January 2013 detailing the comments/observations of each of the Scrutiny Forums to enable a joint response to be prepared for Cabinet.
- 2.3 As discussed at the Scrutiny Coordinating Committee on 19 October 2012, from 2013/14 the three Departmental Plans will be brought together to form the Council Plan which will set out collectively how the key priorities/outcomes that the Council have identified will be delivered. This is a different approach to previous years and therefore there will be no separate Corporate Plan. This will eliminate the unnecessary duplication and reporting of actions that was an unintended consequence of drawing the old Corporate Plan actions and indicators from the three Departmental Plans, without losing the focus that having separate Departmental Plans brings to the overall process.

- 2.4 The Council Plan is still a working document and as such there are areas where information could change particularly where existing strategy action plans are being reviewed over the next couple of months (for example the Housing Strategy and Economic Regeneration Strategy). Where this does occur the information will be included in the final draft of the Plan that is to be considered by Scrutiny Coordinating Committee on 8 March 2013, by Cabinet on 18 March 2013 and by Council on 11 April 2013.

3. PROPOSALS

- 3.1 The Director of Regeneration and Neighbourhoods will deliver a short presentation at the meeting detailing the key challenges that the Council faces over the next year, and beyond, and setting out proposals, from the Regeneration and Neighbourhoods Departmental Plan, for how these will be addressed.
- 3.2 The main focus of the presentation will be on the outcomes that have been included in the Outcome Framework and how these will be delivered in 2013/14. The Director of Regeneration and Neighbourhoods will take each outcome in turn, explaining how each outcome will address the challenges faced by the Council. After each outcome Members will be given the opportunity to comment on the proposals before the Director moves the presentation onto the next outcome.
- 3.3 The Outcomes that fall under the remit of the Regeneration and Planning Services Scrutiny Forum, and will therefore be included in the presentation are: -
- Outcome 1: Hartlepool has improved business growth and business infrastructure and an enhanced culture of entrepreneurship;
 - Outcome 2: Hartlepool has attracted new investment and developed major programmes to regenerate the area and improve connectivity;
 - Outcome 3: Hartlepool has increased employment and skills levels with a competitive workforce that meets the demands of employers and the economy;
 - Outcome 5: Hartlepool has a boosted visitor economy;
 - Outcome 13: Hartlepool has reduced crime and repeat victimisation;
 - Outcome 14: There is reduced harm caused by drugs and alcohol misuse;
 - Outcome 15: Communities have improved confidence and feel more cohesive and safe;
 - Outcome 16: Offending and re-offending has reduced;
 - Outcome 17: Hartlepool has an improved natural and built environment;
 - Outcome 21: Hartlepool has an improved and more balanced housing offer that meets the needs of residents and is of high quality design;
 - Outcome 22: Hartlepool has improved housing stock where all homes across tenures offer a decent living environment;

- Outcome 23: Housing services and housing options respond to the specific needs of all communities within Hartlepool.

3.4 **Appendix A** provides detail on the proposed actions identified to deliver the outcomes that fall under the remit of the Regeneration and Planning Services Scrutiny Forum. Officers from across the Council have also been identifying the Performance Indicators (PIs) that will be monitored throughout the year to measure progress and these are also included in the appendix. The identified risks are also included for information.

3.5 As in 2012/13, it is not possible at this stage to include year end outturn and future targets as these are not yet available. It is normal practice to use a number of criteria when setting targets, such as current performance, budget information and other external factors such as Government policy changes. Therefore it is normal for targets to be set around year end when more information is known. Where available, this information will be included in the proposals reported to Scrutiny Coordinating Committee in March 2013.

4. **NEXT STEPS**

4.1 The remainder of the Council Plan proposals have already been, or will be discussed at the relevant Scrutiny Forums between 4 January and 17 January 2013. Comments and observations from those Scrutiny Forums will be added to those received at today's meeting and included in the overall presentation to Scrutiny Coordinating Committee on 18 January 2013. Due to the short length of time between the Scrutiny Forums and the Scrutiny Coordinating Committee meeting on the 18th January it will not be possible to provide a detailed response to the comments and observations made at the Scrutiny Forums at the SCC meeting.

4.2 The final draft of the Council Plan, which will have considered the points raised by Scrutiny, will then be considered by Scrutiny Coordinating Committee on 8 March 2013 and Cabinet on 18 March 2013 before being taken for formal agreement by Council at its meeting on 11 April 2013.

4.3 Progress towards achieving the actions and targets included in the Council Plan will be monitored throughout 2013/14 by officers across the Council and progress reported quarterly to Elected Members.

5. **RECOMMENDATIONS**

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

- considers the proposed outcome templates (Appendix A) for inclusion in the 2013/14 Council Plan;
- formulates any comments and observations to be included in the overall presentation to the meeting of the Scrutiny Coordinating Committee on 18 January 2013.

Contact Officer: - Denise Ogden
Director of Regeneration and Neighbourhoods
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SECTION 1 OUTCOME DETAILS			
Outcome:	1. Hartlepool has improved business growth and business infrastructure and an enhanced culture of entrepreneurship	Theme:	Jobs and the Economy
Lead Dept:	Regeneration and Neighbourhoods	Other Contributors:	

SECTION 2 ACTIONS		
Action	Due Date	Assignee
Engage with existing and potential landlords, agents and developers to respond to issues raised in the property audit. (ERS1.5)	March 2014	Mick Emerson
Deliver Business Advice and Brokerage – programme of targeted account management with key businesses. Develop and maintain relationships with individual businesses (ERS1.8)	March 2014	Mick Emerson
Increase the awareness of opportunities for businesses to become involved in providing products and services to HBC and the wider public sector (ERS 1.9)	March 2014	Mick Emerson
Continued provision of Incubation support service including mentoring, pre-start support (Enterprise Coaching), financial assistance, brokerage and other initiatives. (ERS 1.12)	March 2014	Mick Emerson
Engage with schools and colleges to increase awareness of self-employment and entrepreneurship by undertaking visits by businesses to schools and visa versa. (ERS 1.13)	March 2014	Mick Emerson
Engage with DWP Providers to offer unemployed individuals a wider package of support where appropriate to enter into self-employment. (ERS 1.15)	March 2014	Mick Emerson

SECTION 3 PERFORMANCE INDICATORS & TARGETS				
Code	Indicator	Assignee	Targeted or Monitor	Collection Period (eg Financial/academic)
NI	New business registration rate - the proportion of new business registration per	Mick Emerson	Monitor	Financial

171	10,000 resident population (aged 16+)			
RND P060	Number of jobs created	Mick Emerson	Monitor	Financial
RND P056	Percentage occupancy levels of Hartlepool business premises	Mick Emerson	Monitor	Financial
RND P085	Business stock (businesses units in Hartlepool)	Mick Emerson	Monitor	Financial

SECTION 4 RISKS		
Code	Risk	Assignee
RND R050	Continued economic uncertainty	Antony Steinberg

SECTION 1 OUTCOME DETAILS			
Outcome:	2. Hartlepool has attracted new investment and developed major programmes to regenerate the area and improve connectivity	Theme:	Jobs and the Economy
Lead Dept:	Regeneration and Neighbourhoods	Other Contributors:	

SECTION 2 ACTIONS		
Action	Due Date	Assignee
Research emerging funding opportunities and prepare bid submissions to secure financial resources (ERS 2.20)	Mar 2014	Gemma Day
Develop the Innovation and Skills Quarter (ISQ) to assist with the regeneration of the town centre (ERS 2.21)	Mar 2014	Rob Smith
Develop the tourism infrastructure and visitor offer through the delivery of the Seaton Carew Master Plan (ERS 2.23)	Mar 2014	Andrew Golightly

SECTION 3 PERFORMANCE INDICATORS & TARGETS				
Code	Indicator	Assignee	Targeted or Monitor	Collection Period (eg Financial/academic)
NI 171	New business registration rate - the proportion of new business registration per 10,000 resident population (aged 16+)	Mick Emerson	Monitor	Financial
NEW	Value of income from external funding sources	Mick Emerson	Monitor	Financial

SECTION 4 RISKS		
Code	Risk	Assignee
RND R029	Inability to achieve external funding to support the delivery of long term regeneration targets.	Antony Steinberg
RND R050	Continued economic uncertainty	Antony Steinberg
RND R060	Failure to deliver current regeneration programmes	Antony Steinberg
RND R071	Failure to deliver local economic objectives as a result of shifts in policies and priorities of external partners.	Antony Steinberg

SECTION 1 OUTCOME DETAILS			
Outcome:	3. Hartlepool has increased employment and skills levels with a competitive workforce that meets the demands of employers and the economy	Theme:	Jobs and the Economy

Lead Dept:	Regeneration and Neighbourhoods	Other Contributors:	Child and Adult Services Department
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SECTION 2 ACTIONS		
Action	Due Date	Assignee
Complete research into skills gaps in Hartlepool (ERS 3.50)	Mar 2014	Patrick Wilson
Implement the Going Forward Together model to target young people classified as the most 'high risk' of becoming NEET (Not in Employment, Education or Training).	Mar 2014	Patrick Wilson

SECTION 3 PERFORMANCE INDICATORS & TARGETS				
Code	Indicator	Assignee	Targeted or Monitor	Collection Period (eg Financial/academic)
NI 117	Percentage of 16 to 18 year olds who are not in education, employment or training (NEET)	Mark Smith	Target	Financial

SECTION 4 RISKS		
Code	Risk	Assignee
RND R071	Failure to deliver local economic objectives as a result of shifts in policies and priorities of external partners.	Antony Steinberg

SECTION 1 OUTCOME DETAILS			
Outcome:	5. Hartlepool has a boosted visitor economy	Theme:	Jobs and the Economy

Lead Dept:	Regeneration and Neighbourhoods	Other Contributors:	
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SECTION 2 ACTIONS		
Action	Due Date	Assignee
Develop and implement a 2 year marketing and communication plan to raise the profile as a place to invest and visit, utilising appropriate research data (ERS 5.65)	March 2014	Jo Cole
Review and improve visitor information links between visitor locations to improve connectivity in Hartlepool. (ERS 5.66)	March 2014	Jo Cole
Develop Destination Hartlepool / Invest in Hartlepool websites and social media activity. (ERS 5.67)	March 2014	Jo Cole
Develop and deliver bespoke training courses, including the 'Discover Hartlepool' and 'My Hartlepool' projects. (ERS 5.68)	March 2014	Jo Cole
Engage with schools and colleges to raise the profile of the visitor economy to the potential new workforce through bespoke awareness raising events. (ERS 5.72)	March 2014	Jo Cole

SECTION 3 PERFORMANCE INDICATORS & TARGETS				
Code	Indicator	Assignee	Targeted or Monitor	Collection Period (eg financial/academic)
RND P092	Visitor numbers	Andrew Golightly	Monitor	Financial
RND P093	Value of visitor economy	Andrew Golightly	Monitor	Financial
RND P094	Number of unique visitors to destination Hartlepool website	Andrew Golightly	Target	Financial
RND P095	Number of social media followers	Andrew Golightly	Target	Financial

NI 151	Overall Employment rate (proportion of people of working age population who are in employment)	Antony Steinberg	Monitor	Financial
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SECTION 4 RISKS		
Code	Risk	Assignee
RND R071	Failure to deliver local economic objectives as a result of shifts in policies and priorities of external partners.	Antony Steinberg
RND R050	Continued economic uncertainty	Antony Steinberg

SECTION 1 OUTCOME DETAILS			
Outcome:	13. Hartlepool has reduced crime and repeat victimisation	Theme:	Community Safety

Lead Dept:	Regeneration and Neighbourhoods	Other Contributors:	
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SECTION 2 ACTIONS		
Action	Due Date	Assignee
Deliver in conjunction with partners a strategic assessment which is monitored through the Safer Hartlepool Partnership executive.	Dec 2013	Lisa Oldroyd
Deliver the Domestic Violence strategy action plan.	Mar 2014	Sally Forth
Ensure a co-ordinated approach to meeting the needs of victims of crime & disorder taking a victim centred approach	Mar 2014	Sally Forth
Implement CCTV Action Plan	Mar 2014	Nicholas Stone

SECTION 3 PERFORMANCE INDICATORS & TARGETS				
Code	Indicator	Assignee	Targeted or Monitor	Collection Period (eg Financial/academic)
RPD P029a	Number of Domestic Burglaries	Ian Worthy	Monitor	Financial Year
RPD P028a	Number of reported crimes in Hartlepool	Ian Worthy	Monitor	Financial Year
RPD P031a	Number of incidents of local violence (assault with injury & assault without injury)	Ian Worthy	Monitor	Financial Year
RND P065	Number of repeat victims of crime	Ian Worthy	Monitor	Financial Year
NI 32	Number of repeat incidents of domestic violence	Ian Worthy	Monitor	Financial Year
RNDP 047	Percentage of domestic related successful prosecutions	Ian Worthy	Monitor	Financial Year

SECTION 4 RISKS		
Code	Risk	Assignee
RND R031	Failure to maintain co-operation of partners in CCTV operation	Sally Forth
RND R032	Failure of officers to fully embrace their responsibilities under the terms of Section 17, Crime and Disorder Act 1998	Sally Forth

SECTION 1 OUTCOME DETAILS			
Outcome:	14. There is reduced harm caused by drugs and alcohol misuse	Theme:	Community Safety

Lead Dept:	Child and Adult Services	Other Contributors:	Regeneration and Neighbourhoods
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SECTION 2 ACTIONS		
Action	Due Date	Assignee
Monitor Substance Misuse Action Plan as a key element of the Community Safety Plan	Mar 2014	Sally Forth

SECTION 3 PERFORMANCE INDICATORS & TARGETS				
Code	Indicator	Assignee	Targeted or Monitor	Collection Period (eg Financial/academic)
RND P073	Incidents of drug dealing and supply	Rachel Parker	Monitor	Financial Year
RND P074	Number of young people found in possession of alcohol	Rachel Parker	Monitor	Financial Year
NEW	Perceptions of people using or dealing drugs in the community	Rachel Parker	Monitor	Financial Year

SECTION 4 RISKS		
Code	Risk	Assignee

SECTION 1 OUTCOME DETAILS			
Outcome:	15. Communities have improved confidence and feel more cohesive and safe	Theme:	Community Safety

Lead Dept:	Regeneration and Neighbourhoods	Other Contributors:	
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SECTION 2 ACTIONS		
Action	Due Date	Assignee
Implement the PREVENT action plan as guided by the Silver group.	March 2014	Sally Forth
Develop new Anti-Social Behaviour Strategy and action plan in line with Government policy	March 2014	Sally Forth
Monitor the implementation of the community cohesion framework action plan	March 2014	Adele Wilson
In conjunction with partners improve reporting, recording, and responses/interventions to vulnerable victims and victims of hate crime.	March 2014	Nicholas Stone
Introduce restorative practice across Safer Hartlepool partners to give victims a greater voice in the criminal justice system.	March 2014	Sally Forth

SECTION 3 PERFORMANCE INDICATORS & TARGETS				
Code	Indicator	Assignee	Targeted or Monitor	Collection Period (eg Financial /academic)
RPD P035	Number of criminal damage to dwellings	Rachel Parker	Monitor	Financial year
RPD P034	Number of deliberate fires in Hartlepool	Rachel Parker	Monitor	Financial Year
NEW	Number of individuals attending WRAP workshops	Sally Forth	Monitor	Financial year
NEW	Number of Anti-social Behaviour Incidents reported to the Police	Rachel Parker	Monitor	Financial year
NEW	Perceptions of drunk or rowdy behaviour as a problem	Rachel Parker	Monitor	Financial year
NEW	Number of reported Hate Incidents	Rachel Parker	Monitor	Financial Year

SECTION 4 RISKS		
Code	Risk	Assignee
RND R032	Failure of officers to fully embrace their responsibilities under the terms of Section 17, Crime and Disorder Act 1998	Sally Forth

SECTION 1 OUTCOME DETAILS				
Outcome:	16. Offending and re-offending has reduced		Theme:	Community Safety
Lead Dept:	Regeneration and Neighbourhoods		Other Contributors:	
SECTION 2 ACTIONS				
Action			Due Date	Assignee
Monitor delivery of the offending and re-offending action plan			Mar 2014	Sally Forth
Work with the Probation service to implement Fast Forward – a tenancy awareness course aimed at preparing their client group to sustain a tenancy with a view to meeting the requirements of the Good Tenant Scheme.			Mar 2014	Nicholas Stone
Embed the Think Families, Think Communities (TF/TC) approach to reducing crime and anti-social behaviour, improving educational attendance and reducing worklessness, resulting in reduced costs to the public purse.			Mar 2014	Lisa Oldroyd
SECTION 3 PERFORMANCE INDICATORS & TARGETS				
Code	Indicator	Assignee	Targeted or Monitor	Collection Period (eg Financial/academic)
RND P067	Re-offending rates of High Crime Causers (HCCs) (adults)	Lisa Oldroyd	Target	Financial Year
NEW	Number of Families Engaged through Think Families / Think Communities (TF/TC) Programme	Lisa Oldroyd	Monitor	Financial Year
NEW	Number of successful tenancies sustained through Fast Forward Programme	Nicholas Stone	Monitor	Financial Year
SECTION 4 RISKS				
Code	Risk			Assignee
RND R032	Failure of officers to fully embrace their responsibilities under the terms of Section 17, Crime and Disorder Act 1998			Sally Forth

SECTION 1 OUTCOME DETAILS			
Outcome:	17. Hartlepool has an improved natural and built environment	Theme:	Environment

Lead Dept:	Regeneration and Neighbourhoods	Other Contributors:	
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SECTION 2 ACTIONS		
Action	Due Date	Assignee
Adopt the Hartlepool Local Plan which sets out the spatial vision, strategic objectives and core policies for the Borough for the next 15 years	Aug 2013	Chris Pipe
Adopt a Green Infrastructure SPD (Supplementary Planning Document) which will safeguard and improve the built and natural environment within the Borough.	Mar 2014	Chris Pipe

SECTION 3 PERFORMANCE INDICATORS & TARGETS				
Code	Indicator	Assignee	Targeted or Monitor	Collection Period (eg financial/academic)
	None Identified			

SECTION 4 RISKS		
Code	Risk	Assignee
RND R059	Failure to provide a 'sound' Planning Policy Framework leading to a lack of clear planning guidance	Christine Pipe

SECTION 1 OUTCOME DETAILS			
Outcome:	21. Hartlepool has an improved and more balanced housing offer that meets the needs of residents and is of high quality design	Theme:	Housing
Lead Dept:	Regeneration and Neighbourhoods	Other Contributors:	

SECTION 2 ACTIONS		
Action	Due Date	Assignee
Collate information about the distribution of all registered provider tenure types across the town and use this to assess the impact of new products on tenure choice across the borough. (Housing Strategy 1A7)	Mar 2014	Nigel Johnson
Continue to achieve improvements in the number of private sector homes constructed to lifetime home standards and relevant government energy efficiency levels. (Housing Strategy 1B1)	Mar 2014	Chris Pipe

SECTION 3 PERFORMANCE INDICATORS & TARGETS				
Code	Indicator	Assignee	Targeted or Monitor	Collection Period (eg Financial/academic)
NI 155	Number of affordable homes delivered (gross)	Nigel Johnson	Targeted	Financial Years
LAA H P002	Sustainable homes constructed (Housing Strategy)	Chris Pipe	Targeted	Financial Years

SECTION 4 RISKS		
Code	Risk	Assignee
RND R057	Reduction in funding for housing investment	Nigel Johnson
RND R061	Inability to meet very high levels of local housing needs including affordable housing	Nigel Johnson
RND R062	Effective delivery of housing market renewal affected by external decisions and funding	Nigel Johnson

SECTION 1 OUTCOME DETAILS			
Outcome:	22. Hartlepool has improved housing stock where all homes across tenures offer a decent living environment	Theme:	Housing

Lead Dept:	Regeneration and Neighbourhoods	Other Contributors:	
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SECTION 2 ACTIONS		
Action	Due Date	Assignee
Work with landlords to prevent homes from becoming long-term empty through early intervention.	Mar 2014	Amy Waller
Implement actions following the outcome of the consultation and evaluation of the selective licensing review.	Mar 2014	Lynda Igoe
Registered providers to improve their stock to 'decent homes plus' standard (Housing Strategy 2B2)	Mar 2014	Nigel Johnson
Support landlords to carry out energy efficiency works to deal with excess cold hazards through education and promotion of the benefits (Housing Strategy 2E2)	Mar 2014	Nigel Johnson

SECTION 3 PERFORMANCE INDICATORS & TARGETS				
Code	Indicator	Assignee	Targeted or Monitor	Collection Period (eg Financial/academic)
LAA H P001	Number of long term (over 6 months) empty homes brought back into use.	Nigel Johnson	Target	Financial Years

SECTION 4 RISKS		
Code	Risk	Assignee
RND R015	Failure to secure funding for delivery of empty homes strategy	Nigel Johnson
RND R061	Inability to meet very high levels of local housing needs including affordable housing	Nigel Johnson
RND R062	Effective delivery of housing market renewal affected by external decisions and funding	Nigel Johnson
RND R053	Failure to respond to and implement changes to selective licensing	Nigel Johnson

SECTION 1 OUTCOME DETAILS			
Outcome:	23. Housing Services and housing options respond to the specific needs of all communities within Hartlepool	Theme:	Housing

Lead Dept:	Regeneration and Neighbourhoods	Other Contributors:	
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SECTION 2 ACTIONS		
Action	Due Date	Assignee
Review and monitor the impact of welfare and social housing reforms on tenancy sustainability, homelessness, tenancy satisfaction and vulnerable people on the housing waiting list.	Mar 14	Karen Kelly
Implement changes to the Choice Based Letting (CBL) scheme (Common Allocations Policy) following the review in 2012	Mar 14	Karen Kelly
Assist people to maintain independent living through the provision of minor adaptations.	Mar 14	Karen Kelly

SECTION 3 PERFORMANCE INDICATORS & TARGETS				
Code	Indicator	Assignee	Targeted or Monitor	Collection Period (eg Financial/academic)
RND P051	Number of households where homelessness has been prevented through Local Authority action	Lynda Igoe	Target	Financial Year
RPD P107	Average waiting time for a Disabled Facility Grant to be completed	Karen Kelly	Target	Financial Year

SECTION 4 RISKS		
Code	Risk	Assignee
RND R070	Failure to provide correct housing advice to the public.	Lynda Igoe

REGENERATION & PLANNING SERVICES SCRUTINY FORUM 17 January 2013



Report of: Assistant Director (Regeneration & Planning)

Subject: QUARTERLY HOUSING SERVICES REPORT

1. PURPOSE OF REPORT

- 1.1 The purpose of this report is to present the Quarterly Housing Services report considered by the Portfolio Holder for Regeneration & Neighbourhoods on 7 December 2012 (**Appendix 1**).

2. BACKGROUND INFORMATION

This report provides an update on progress and benchmarking across key areas of the Housing Service during Quarter 2 2012/13 and updates the last report presented to the Regeneration & Planning Services Scrutiny Forum on 11 October 2012.

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

- 3.1 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.

4. EQUALITY AND DIVERSITY CONSIDERATIONS

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

5. RECOMMENDATIONS

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

6. APPENDICES

The Quarterly Housing Report presented to Portfolio Holder for Regeneration & Neighbourhoods on 7 December 2012 is attached as **Appendix 1.**

7. BACKGROUND PAPERS

7.1 There are no background papers

8. CONTACT OFFICER

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**REGENERATION & NEIGHBOURHOODS
PORTFOLIO**

7th December 2012



Report of: Assistant Director (Regeneration and Planning)

Subject: QUARTERLY HOUSING REPORT

1. TYPE OF DECISION/APPLICABLE CATEGORY

1.1 Non Key

2. PURPOSE OF REPORT

2.1 To update the Regeneration & Neighbourhoods Portfolio Holder about progress across key areas of the Housing Service relating to empty homes, enforcement activity, selective licensing, Disabled Facilities Grants, housing allocations and housing advice & homelessness prevention during the second quarter of 2012/13.

3. BACKGROUND

3.1 This report provides an update on progress and benchmarking across key areas of the Housing Service during Quarter 2 2012/13 and updates the last report presented to the Portfolio Holder on 28 September 2012.

4. EMPTY HOMES UPDATE

4.1 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. This scheme operates a lease and repair model where properties are refurbished and then managed in the long term by Housing Hartlepool. Refurbishment works were completed on 19 properties as part of the first phase and of these 8 properties are already tenanted with tenants identified for the remaining properties. A further 17 properties have been inspected and specifications produced as part of phase 2 and of these work has commenced on 3 properties. A further 8 properties are to be inspected for consideration in phase 2 of the scheme.

- 4.2 The Councils Empty Property Purchasing scheme is progressing well. To date 15 properties have been acquired with work commencing on 6 of these. There are agreed sales with owners of 10 other properties and legal instructions have been issued. 72 valuations have been completed in total. The scheme is currently meeting the financial parameters presented within the business case and is achieving budgets set for property acquisitions and refurbishment. Progress reports on this scheme will be provided to Portfolio Holder on a quarterly basis through the Housing Services Quarterly report and to Council on a four monthly basis in line with the Council decision.
- 4.3 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.
- 4.4 Of the properties identified within this list, 2 property owners have agreed sale with the Council and legal instructions have been issued (as part of the Empty Property Purchasing Scheme). The owner of one property on the top 20 has completed the refurbishment works and facelifting necessary to re-let the property and prevent S215 action. One further owner from the list has accepted the pilot scheme and paid council tax debt and works on this property are due to commence shortly. Internal and external refurbishment works have been completed on another top 20 property and it is now advertised to let for a reasonable rent, this avoided potential enforcement action. There are two properties on this list where owners have failed to engage with the Council over a prolonged period and where subsequent reports will be presented to Portfolio Holder to approve the necessary enforcement action. Table 1 summarises the status of the top 20 at the end of quarter 2.

Table 1 – Top 20 Overview

Property Purchasing Scheme	4
Pilot Scheme	5
Enforcement Action Required	5
Works Completed through Negotiation	6

- 4.5 In total 62 properties were brought back into use within quarter 2. 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 and site visits. The work of the Housing Standards Officers has contributed significantly to

this achievement. 33 Properties are currently within the S215 process with direct action commencing shortly on two properties within the town.

- 4.6 Regeneration of Baden Street is ongoing. In terms of the empty homes, during this quarter, the Council has commenced work on a property; this is scheduled for completion in mid November. A tenancy in respect of this property is currently being agreed. This will be the third qualifying empty property brought back into use since the scheme was initiated. Work is in progress with the remaining owners who have opted to seek independent quotations for the work to their property.

5. ENFORCEMENT UPDATE

- 5.1 The enforcement update encompasses a number of key areas, including housing conditions, housing related statutory nuisance and problematic empty properties.
- 5.2 Table 2 sets out the service requests that have been received by the enforcement team during the first two quarters of this year. Previous year's figures are shown in brackets for comparison purposes.

Table 2 – 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) 43	20%	(61)		(60)	
Empty & Insecure Property	(30) 53	20%	(58) 45	21%	(48)		(40)	
Empty property report	(0) 0	0%	(0) 0	0%	(2)		(0)	
Empty property Nuisance	(31) 44	16%	(23) 11	5%	(16)		(4)	
Unauthorised Encampment	(4) 1	0.5%	(5) 2	1%	(0)		(0)	
Nuisance from Adjacent Property	(13) 6	2%	(3) 36	17%	(7)		(60)	
Nuisance from Occupied Property	(86) 92	34%	(83) 66	30%	(42)		(20)	
Filthy & Verminous	(3) 0	0%	(0) 0	0%	(5)		(0)	
Defective Drainage	(23) 14	5%	(16) 10	5%	(6)		(5)	
HMO Advice	(3) 3	1%	(4) 3	1%	(1)		(1)	
Immigration Visit	(5) 2	1%	(2) 0	0%	(4)		(7)	
Total Number of Requests	(263) 267		(250) 216		(192)		(197)	

- 5.3 The majority of service requests fall into three main areas:
- Disrepair
 - Empty Properties
 - Nuisance

- 5.4 Overall the number of service requests received by the team has reduced by 19% compared to the previous quarter and by 14% compared to the same quarter in 2011/12.
- 5.5 The number of disrepair cases has continued to reduce in the second quarter compared to the previous quarter and the previous year. In this quarter, one Housing Act 2004 improvement notice was served and four Environmental Protection Act 1990 notices were served in relation to premises which were prejudicial to health. The reduction in the number of disrepair cases reported is assumed to be as a result of an increase in proactive inspections of properties licensed as part of the Selective Licensing scheme. During this quarter, works were arranged on one property where the owner had failed to comply with a Housing Act Improvement Notice.
- 5.6 Complaints regarding empty properties have also reduced when compared to the same quarter last year and the last quarter. It is likely that the reason for this is the proactive work undertaken in relation to the empty homes strategy, area surveys and section 215s has had a major impact. Six 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.
- 5.7 The overall number of service requests relating to nuisances (both occupied and empty) accounted for half of the cases and was comparable with the first quarter of last year and quarter 1.
- 5.8 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 a number of areas, including the HMR areas, Burbank Street and the Belle Vue area. In addition, the team participated in the St Pauls Road area Cleansweep Operation and a Community Development drop in event. Officers continue to undertake proactive inspections of the Selective License properties (as detailed in table 3).
- 5.9 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 have been processed and proposed licences issued. The fifth property is not currently licensable due to the reduction in the number of occupiers.
- 5.10 During this quarter, one property being used as a House in Multiple Occupation was found to be in such a poor condition that a coordinated approach was adopted between Housing Standards, Housing Advice and the Fire Authority. This resulted in the re-housing of the occupiers and the owner voluntarily closing down the property.

6. SELECTIVE LICENSING UPDATE

- 6.1 Housing Standards Officers have undertaken intensive work in the Cornwall Street Selective Licensing area in quarter 2 which has included external surveys to identify potential empty properties, identifying those that may require intervention through nuisance enforcement, empty property activity or section 215.
- 6.2 15 properties were inspected this quarter, 12 of which were identified as requiring a schedule of work to the Licence Holder. Attempts were made to inspect a further 26 properties but access was not obtained through contact with the occupiers.
- 6.3 Table 3 summarises the Selective Licensing activities undertaken. 87 properties were licensed in the first two quarters of this year bringing the total number issued to 674 although 9 of these have since been revoked.

Table 3 – Selective Licensing Activity

Licensed Properties	2009/10	2010/11	2011/12	2012/13 Q1+Q2
Total number of properties licensed	44	482	52	87
Licences revoked	0	0	6	3
Gas/Electrical Safety				
Reminder Letters sent for Gas or Electrical safety Certificates		395	673	346
Notice Served for non supply of satisfactory Gas or Electrical Safety Certificate		139	422	155
Final Warning of court proceedings	0	0	0	75
Certificates Supplied following Reminder or Notice sent		257	492	313
Additional Enforcement				
Referred for legal action to commence		N/A	112	67
Called in for office interview and informal caution			12	9
Telephone interview and informal caution			88	54
Conditions complied with following contact			99	61
Housing Standards Inspections				
Inspection of Licensed Property completed	0	86	220	29
Schedule of Works Sent with recommendation for action for Licensed property	0	10	140	13

7. GYPSIES AND TRAVELLERS

- 7.1 The Council collects information on unauthorised gypsy and traveller encampments. During Quarter 1 2012/13 one unauthorised traveller encampment stayed for 1 day at the rear of Old Customs House. This encampment comprised of five caravans. During Quarter 2 2012/13 one complaint was received about an unauthorised encampment at Tees Bay, however this was unsubstantiated and upon inspection there was no evidence of an encampment, other than some rubbish identified on the access road at the rear of the retail units.

8. DISABLED FACILITIES GRANT (DFG) BENCHMARKING DATA

- 8.1 The Council continues to benchmark its service against other Local Authorities in the North East as part of the North East Adaptations Group.
- 8.2 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).
- 8.3 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 which took 139 days, compared to an average completion time of 159 days (average of 9 North East local authorities that provided data) from first contact to certified date. During Quarter 2, 37 DFGs were completed which took 141 days. Limited benchmarking data is available for quarter 2 but it would appear that from this data the Council is continuing to perform well when monitored against the other North East local authorities.
- 8.4 At the end of Quarter 2 there were 78 applicants on the waiting list for a DFG. Applicants continue to wait less than 1 month for a means test visit.

9. ALLOCATIONS SUMMARY

- 9.1 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.
- 9.2 The number of applicants who are 'live' on the system and able to bid (shown in table 4) 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 and has increased again during Quarter 2 to 2399 applicants. During Quarter 1 the number of Housing Hartlepool applicants on the waiting list wanting a transfer (from one Housing Hartlepool property to another) 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. This figure remains 29% for Quarter 2 (2012-13).

Table 4 – Total number of ‘live’ applicants (able to bid)

	Hartlepool	Sub Regional Total
Quarter 4 (2011-12)	2180	16193
Quarter 1 (2012-13)	2340	16615
Quarter 2 (2012-13)	2399	16461

- 9.3 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 5).

Table 5 – 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
Quarter 2 (2012-13)	200	497	56	1646	2399

- 9.4 Within Hartlepool, during Quarter 2, the number of decant applicants has increased again. 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 47.
- 9.5 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 from 59 to 77 within Band 2 and 34 to 37 within Band 1 since the first quarter.
- 9.6 Table 6 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 6 – 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%)
Quarter 2 (2012-13)	137	5	27 (20%)

- 9.7 Within the sub region the number of lets within each Band as shown in table 7, shows that approximately one-third of lettings have gone to applicants within Band 4.

Table 7 – 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
Quarter 2 (2012-13)	35%	30%	3%	31%		137

- 9.8 The Sub Regional CBL Policy allows for cross boundary mobility as shown in table 8.

Table 8 – Cross Boundary Mobility

	Area applicant moved from:	Area applicant rehoused to:	Number
Quarter 1	Hartlepool	Stockton	2
	Stockton	Hartlepool	2
Quarter 2	Hartlepool	Stockton	2
	Redcar	Hartlepool	1
	Stockton	Hartlepool	3

- 9.9 The percentage of properties let on 1st offer is also monitored across the sub region. During Quarter 1 (2012-13) this percentage decreased from 73% in Quarter 4 (2011-12) to 44%. However it has increased again to 62% during Quarter 2. This will continue to be monitored through regular liaison meetings that take place with Housing Hartlepool.
- 9.10 Information on BME applicants who have been rehoused through the Compass CBL scheme for April to November 2012 is as follows:
- Asian / Asian British Pakistani – 1 applicant from Band 4 rehoused = 0.2% of lettings for the period April to November

- Black / Black British African – 2 applicants rehoused from Band 1 and 1 applicant from Band 2 = 0.7% of lettings for the period April to November

- 9.11 The current CBL Policy (revised January 2012) has undergone review and consultation took 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:

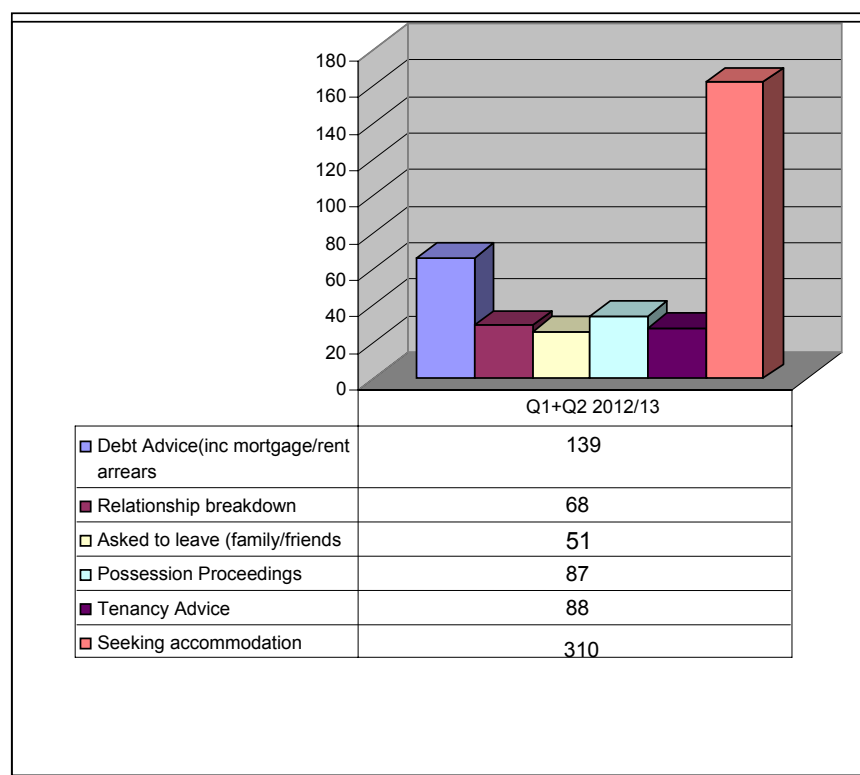
- Eligibility to join the housing register;
- Additional preference for Armed Forces Personnel;
- Adoption of a modern measure of overcrowding and prioritising tenants who are under occupying; and
- Flexibility to award preference to those in paid employment / voluntary workers / prospective adoption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

In addition the review has 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 and proposals for the new policy were presented to Cabinet on 3rd December 2012.

10. HOUSING ADVICE AND HOMELESSNESS PREVENTION ACTIVITY

- 10.1 The Housing Advice and Homelessness service carries out the Council's statutory duties in relation to homelessness and housing advice. During the first two quarters of this year active casework has been carried out for 564 clients needing detailed advice and assistance and homelessness has been prevented for a further 115 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 the first two quarter.

Table 8 – Breakdown of Housing Advice and Homelessness Prevention Activity during Q1 and Q2 2012/13

- 10.2 There has been an increase in the number mortgage and debt related advice cases during this year to date 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 year as further benefit changes begin to take effect.

11. HOUSING REPORTS ON FORWARD PLAN

- 11.1 **RN 23/12 HCA Cluster of Empty Homes Funding Outcome.** A key decision report to update Cabinet on the outcome of Hartlepool's bid to the Homes and Communities Agency Cluster of Empty Homes Funding and seek approval for scheme financial arrangements and for project implementation proposals.
- 11.2 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 by 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.

- 11.2 **RN 36/12 Landlord Accreditation** A key decision report to ask members to consider withdrawing the locally operated voluntary Landlord Accreditation scheme and encourage landlords operating within the town to take up membership of one of the independent national Landlord Accreditation schemes.

The Landlord Accreditation scheme was first introduced in 2002 with the aim to share and promote good practice within the private rented sector in Hartlepool whilst also recognising those landlords who manage their properties to a good standard. The local scheme is voluntary and administered solely by the Council and membership is free.

The report will highlight the findings of an internal audit review of the existing scheme which found that this non statutory service would need significant development and investment in order to achieve its intended aims and objectives.

- 11.3 **RN 32/12 Empty Property Purchasing Scheme- Local Authority Flexible Tenancies** A key decision report to adopt Local Authorities for properties let through the Empty Property Purchasing Scheme.

The report will provided details of the proposed tenancy arrangements for properties purchased through the Empty Property Purchasing Scheme. It will propose the introduction of flexible tenancies and provide the background for this proposal and implications.

12. EQUALITY AND DIVERSITY CONSIDERATIONS

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

13. SECTION 17

- 13.1 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.

14. RECOMMENDATIONS/ REASONS FOR RECOMMENDATIONS

- 14.1 Portfolio Holder to note the contents of the report and the progress made across key areas of the Housing Service for information purposes.

- 14.2 To decide which, if any, other key areas need to be included in future reports, for information purposes.

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

- 15.1 There are no appendices attached to this report.

16. BACKGROUND PAPERS

- 16.1 There are no background papers.

17. CONTACT OFFICER

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Regeneration and Planning Services Scrutiny Forum

17 January 2013



Report of: Hartlepool Youth Parliament

Subject: FEEDBACK ON THE JSNA TOPIC OF EMPLOYMENT

1. PURPOSE OF REPORT

- 1.1 To feedback opinions and comments from Hartlepool Youth Parliament regarding the scrutiny agenda item of employment

2. FEEDBACK

- 2.1 Discussed the agenda item of employment with Hartlepool Youth Parliament and they feedback on areas such as employment, self employment, projects and preparing young people for the world of work.
- 2.2 The group believed that the removal of statutory work experience overall is negative for young people whilst preparing them for the world of work. The group recognised that some work experience was not satisfactory as many young people would not be able to fully get involved within the job role they originally thought or young people or employers would pull out at the last minute which had a detrimental affect to young people carrying out fulfilling work experience, however, they believe removal of this experience is negative and believe something should be put in place within schools.
- 2.3 The group believe that the majority of the time schools and colleges prepare young people for further or higher education and there is a limited approach to preparing young people for employment however the group recognise that schools and colleges are trying to make the young people as employable as possible through qualifications opposed to experience.
- 2.4 The group discussed the Hartlepool Youth Investment Project, its aims and objectives and believe the curriculum that is proposed is likely to have a positive impact on developing young people and preparing them for the world of work.
- 2.5 The young people of Youth Parliament believe that a positive recommendation if it could be implemented would be for colleges to make substantial links with employers to create work experience programmes, this could be after the year of study in summer. The college and employers could

look at a formal process of applying for work experience positions and go through recruitment and selection, interviews etc. The young people believe that work experience at this level will be more beneficial for young people and employers as the employers could select through a more formal and vigorous process and the young people will be more interested as they will have studied that vocational area at college and have background in it whilst wanting to progress in that field. The group believe this could be a voluntary process but is likely to benefit young people for the world of work.

- 2.6 The young people discussed self employment opportunities and believed that it was not promoted well throughout. A young person felt as though promoting self employment at a young age of school or college may not be positive as they may not be as equipped with the skills at that age as they could be in the future although the group felt agencies throughout the town do need to make young people more aware of where they can obtain further information regarding employment.
- 2.7 Overall the group all agreed that vocational learning and work experience is positive and should be implemented throughout schools to prepare all young people whether they decide to progress on to further education or higher education.