

REPLACEMENT AGENDA

REGENERATION AND NEIGHBOURHOODS PORTFOLIO DECISION SCHEDULE



7th February 2013

at 10.00 a.m.

in Committee Room B, Civic Centre, Hartlepool

The Mayor, Stuart Drummond, Cabinet Member responsible for Regeneration and Neighbourhoods will consider the following items.

1. KEY DECISIONS

No items.

2. OTHER ITEMS REQUIRING DECISION

- 2.1 Blakelock Gardens Puffin Crossing – *Assistant Director (Transportation and Engineering)*
- 2.2 Raby Road Loading Bay – Objections – *Assistant Director (Transportation and Engineering)*
- 2.3 Hart Village Guard Rails – *Assistant Director (Transportation and Engineering)*
- 2.4 Derelict Buildings and Untidy Land Toolkits – *Director of Regeneration and Neighbourhoods*
- 2.5 York Road Improvement Scheme – Bus Stop Location – *Assistant Director (Transportation and Engineering)*
- 2.6 Community Pool Category 5B – Emergency Contributions Fund Heugh Gun Battery Trust Limited – *Director (Regeneration and Neighbourhoods)*

3. ITEMS FOR INFORMATION

No items

4. REPORTS FROM OVERVIEW OF SCRUTINY FORUMS

No items



REGENERATION AND NEIGHBOURHOODS PORTFOLIO

Report to Portfolio Holder
7th February 2013



Report of: Assistant Director (Transportation and Engineering)

Subject: Blakelock Gardens Puffin Crossing

1. TYPE OF DECISION/ APPLICABLE CATEGORY

1.1 Non Key Decision.

2. PURPOSE OF REPORT

2.1 To consider representations made by local residents in relation to the puffin crossing in Blakelock Gardens.

3. BACKGROUND

- 3.1 The installation of a puffin crossing was approved at Transport and Neighbourhoods Portfolio in October 2010. A crossing on Blakelock Gardens had been campaigned for by local residents for a number of years. The Central Neighbourhood Consultative Forum, and the Town Centre Communities NAP Forum had also been in favour of the scheme for some time, and contributed £15,000 and £10,000 respectively towards the works.
- 3.2 In order for the crossing to be sited as close to the junction as possible, and therefore encourage the greatest level of pedestrian use, the scheme also included a left turn ban which would prevent traffic turning from Brinkburn Road into Blakelock Gardens.
- 3.3 A number of representations were then received from members of the public objecting to the left turn ban. The concerns raised included

the effect on neighbouring streets, congestion at the Elwick Road/ York Road junction and reduced access to this area of the town.

- 3.4 As a result, approval was given for the crossing to be re-located approximately 15 metres further east, and it was subsequently implemented in March 2011.
- 3.5 In early 2012, concerns were raised by residents living close to the crossing (via a ward councillor) in relation to parking, access to and from driveways, and the speed of traffic on the road.
- 3.6 To address these concerns, a scheme was developed involving double yellow lines outside of No's 43 to 47 to prevent other vehicles causing visibility/ obstruction issues, and also a limited waiting parking area on the north side of Blakelock Gdns, to assist customers of the Dog Grooming Centre (**Appendix 1**).
- 3.7 This met with a mixed response, with some residents in favour and some against the proposals. Following this, the Portfolio Holder met with residents and the business holder on site to discuss their concerns, which has led to the issue now being reported back to Portfolio.

4. OPTIONS

- 4.1 **1) Remove the crossing altogether** – This would be unpopular with residents in the area who were in favour of the crossing and now use it, along with the 2 Forums who contributed to it financially. The crossing is a valuable road safety measure, which also encourages slower speeds on Blakelock Gardens due to the possibility of being faced with a red light, as well as aiding pedestrians crossing the road.
- 4.2 **2) Move the crossing back to its original location** – This would require the left turn ban from Brinkburn Road into Blakelock Gardens being implemented, which would lead to the objections received previously, which resulted to the crossing being sited in its current position. This option would also have significant cost implications.
- 4.3 **3) Leave the crossing in its existing location** – There have been no accidents at the site of the crossing since it was installed, and there are also options which would improve parking facilities for people from the adjacent properties, as outlined below:-
- 4.4 **Additional Parking** - The zig zag markings on each exit from the crossing (looking to the left from the pedestrian crossing points) could be shortened, as this wouldn't have a great impact on visibility of, or for,

pedestrians. This would create 2 additional parking spaces – One very close to the grooming businesses front door, and one on the other side of the road.

- 4.5 The double yellow lines proposed to improve access to driveways could go ahead, should all residents be in agreement (Previously 2 residents in favour and 1 against). Failing this, a shorter section could be introduced, provided consecutive residents heading away from the crossing were in favour.
- 4.6 The proposed limited waiting could be taken forward, either on the north side of the road as suggested previously, or a short section on the same side as the grooming business, including the newly created space from reducing the zig zags. This would be dependent on the Dog Grooming Centre being in favour, as the only commercial premises in the area. This could create a limited waiting parking facility outside of their frontage, with a time limit of their choosing, but if they would prefer the area to remain as unregulated parking then that could also be done.

5. FINANCIAL CONSIDERATIONS

- 5.1 Removing the crossing altogether (Option 1) would cost approximately £10,000.
- 5.2 Re-locating the crossing and introducing the left turn ban (Option 2) would cost approximately £35,000.
- 5.3 The lining/ works and advertising notices for the additional parking options associated with Option 3 would cost approximately £30 (4.4), £250 (4.5) and £250 (4.6).

6. EQUALITY AND DIVERSITY

- 6.1 There are no equality or diversity implications.

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

- 7.1 There are no implications under Section 17.

8. RECOMMENDATIONS

- 8.1 That the crossing remains in its current position (Option 3), with additional parking provided as outlined in 4.4.
- 8.2 That double yellow lines and limited waiting facilities be implemented, subject to agreement from those affected being forthcoming.

9. REASONS FOR RECOMMENDATIONS

- 9.1 To retain a pedestrian crossing facility on Blakelock Gardens, whilst providing additional parking where possible.

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

- 10.1 Appendix 1 – Blakelock Gardens

11. BACKGROUND PAPERS

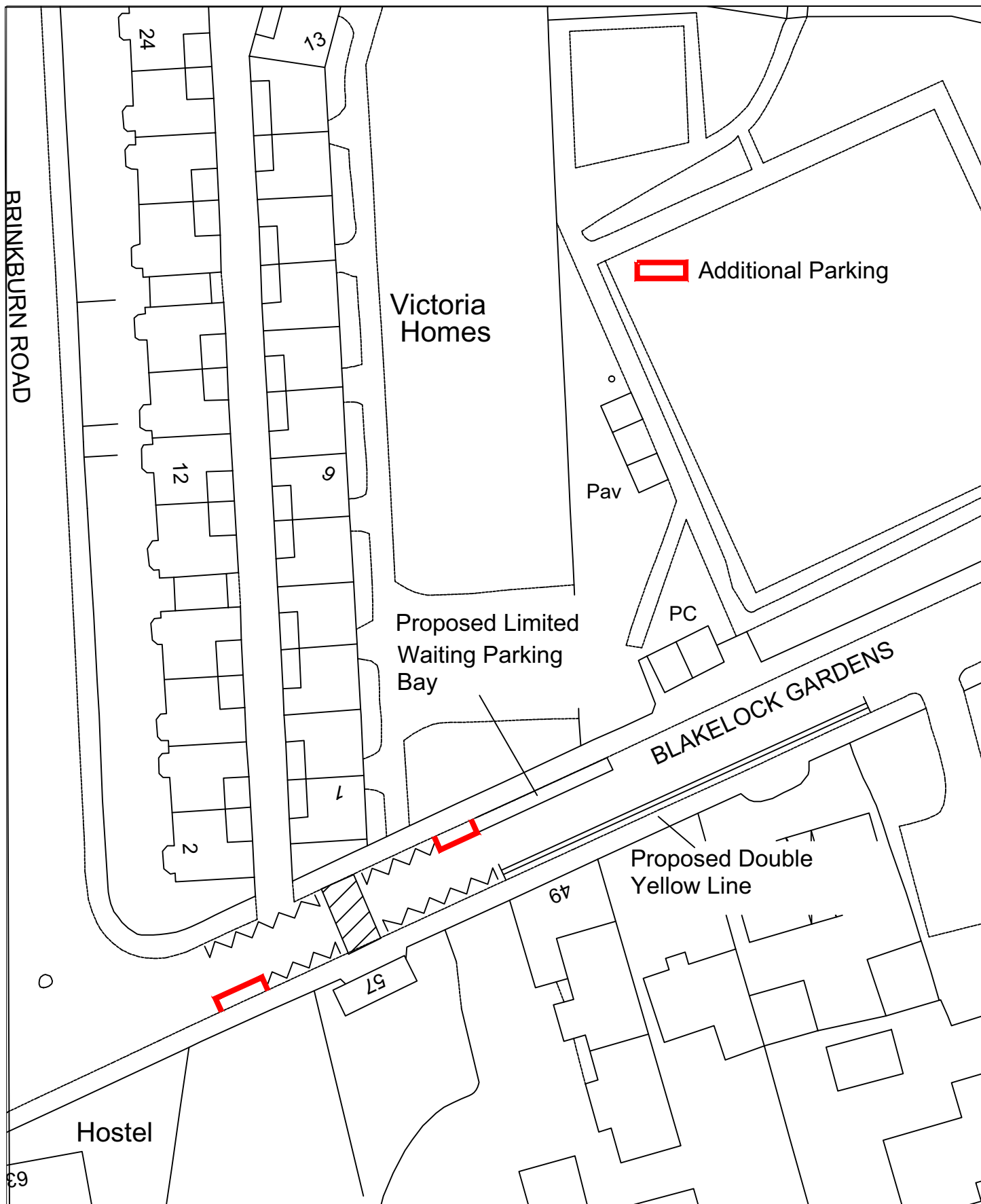
- 11.1 There are no background papers.

12. CONTACT OFFICER

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TITLE Blakelock Gardens – Appendix 1		
HARTLEPOOL BOROUGH COUNCIL Department of Regeneration and Neighbourhoods Assistant Director (Transportation and Engineering Services): Alastair Smith	DRAWN SC	DATE JAN 13
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REGENERATION AND NEIGHBOURHOODS PORTFOLIO

Report to Portfolio Holder
7th February 2013



Report of: Assistant Director (Transportation and Engineering)

Subject: RABY ROAD LOADING BAY – OBJECTIONS

1. TYPE OF DECISION/APPLICABLE CATEGORY

1.1 Non Key Decision.

2. PURPOSE OF REPORT

2.1 To seek a decision from the Portfolio Holder with regards to the implementation of a loading bay on Raby Road, opposite the junction with Cameron Road.

3. BACKGROUND

3.1 Raby Road between Hart Lane and York Road was recently resurfaced, following which the white lining and parking restrictions were reinstated. The Post Office complained that the restrictions, which included a loading / unloading restriction, now covered the full extent of the carriageway and that prior to the resurfacing works, a gap remained which allowed one vehicle to park. Subsequent investigations showed that this gap did exist, although the legal order covered the full carriageway.

3.2 Following representations from the Post Office and the Baby Blessings business it was agreed to introduce a small loading bay on Raby Road, in the vicinity of the Post Office. A marked bay was provided immediately to minimise the disruption to the businesses, and the legal order was applied for retrospectively. It was considered more appropriate to implement a loading bay rather than a limited waiting parking bay in order to restrict parking activity to a minimum.

3.3 Since the order was advertised a number of objections have been received, including a petition from the Addison, Belk and Cameron Residents' Association, Stagecoach, and ward councillors.

- 3.4 The Residents' Association state that the proposed loading bay located opposite Cameron Road would cause unnecessary risk to cars turning right towards Middleton Road. They believe that the existing provision for deliveries at the rear of the commercial properties should more than suffice for the businesses to receive deliveries. Victoria Ward Councillors are supportive of these views.
- 3.5 Stagecoach have complained that when the current bay is being used by larger vehicles a bottleneck is being created on Raby Road, which is creating delays for their services.
- 3.6 Large vehicles parked in the bay do at times obstruct the flow of traffic in Raby Road, but this is quite often short lived as the traffic signals located at Middleton Road provide opportunities for traffic to pass. The presence of the bay opposite the Cameron Road junction is not ideal in terms of road safety. By restricting the bay to loading/ unloading purposes only, parking in this location will be kept to a minimum, but will pose difficulties for vehicles turning right from Cameron Road.
- 3.7 The Post Office and Babies Blessing business are claiming that the loading bay is essential to the successful operation of their businesses. The baby shop have stated that they do not have any access to the rear of the premises, as this was bricked up several years ago prior to their occupation. The business considers it impractical to re-open the access. Customers regularly purchase bulky items such as prams and cots and require parking close by. Likewise, Post Office customers can have large items requiring delivery. Both businesses receive commercial deliveries via the front of their premises. Post Office delivery vehicles are currently allowed to park on double yellow lines with loading restrictions, therefore not implementing the loading bay would have no impact on this type of vehicle.

4. PROPOSALS

- 4.1 It is proposed to implement a loading bay on Raby Road in the vicinity of the junction with Cameron Road, to allow for local business needs.

5. FINANCIAL CONSIDERATIONS

- 5.1 It is estimated that the proposals will cost £500 and will be funded through existing traffic & transportation budgets.

6. EQUALITY AND DIVERSITY CONSIDERATIONS

- 6.1 There are no equality or diversity implications.

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

- 7.1 There are no Section 17 Implications

8. RECOMMENDATIONS

- 8.1 A decision is required from the Portfolio Holder on whether to approve the implementation of the loading bay, as detailed in section 4 of the report.

9. REASONS FOR RECOMMENDATIONS

- 9.1 To remove the loading bay would improve road safety for vehicles turning right from Cameron Road, but the two businesses referred to in the report have stated they will not be able to operate satisfactorily without it.

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

- i. **Appendix A** – Plan of Proposed loading bay

11. BACKGROUND PAPERS

- 11.1 There are no background papers.

12. CONTACT OFFICER

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2.2 Appendix A



REGENERATION AND NEIGHBOURHOODS PORTFOLIO

Report to Portfolio Holder

7th February 2013



Report of: Assistant Director (Transportation and Engineering)

Subject: Hart Village Guard Railings

1. TYPE OF DECISION/ APPLICABLE CATEGORY

1.1 Non Key decision.

2. PURPOSE OF REPORT

2.1 To report the results of a consultation exercise that has been carried out for the possible removal of the pedestrian guard rails in Front Street, Hart Village.

3. BACKGROUND

3.1 Following a request from Hart Parish Council, a consultation has been carried out on the possibility of removing the pedestrian guard rail in Front Street, Hart Village (**Appendix 1**). The Parish Council feels that removing the guard rails would improve the appearance of the village.

3.2 At the locations shown, however, the footpath is raised, and in some places is around 18 inches above the carriageway. The guard rails therefore provide protection for pedestrians against having to take a significant step down onto the road, whether accidentally or not.

3.3 Should the removal go ahead, then the areas shaded grey would be removed, while the short sections shown in black would remain, as these will prevent pedestrians walking straight off a raised footpath at the end of each section.

- 3.4 Consultation letters were sent to properties covered by the guard railing in question, and to the school so the issue could be highlighted to parents who use the road taking children to school. Letters were also sent to ward councillors and the Parish Council.
- 3.5 Results showed that there were 5 people in favour of the guard rails being removed, and 5 people against the proposal.
- 3.6 The issue has been raised at the Council's Traffic Liaison Group, where the Police raised safety concerns over the potential removal of the guard rails.
- 3.7 The Council's Insurance Section has also voiced the opinion that the guard rails should remain in place.

4. FINANCIAL CONSIDERATIONS

- 4.1 The cost of removing the guard rails would be approximately £10,000.

5. EQUALITY AND DIVERSITY

- 5.1 There are no equality or diversity implications.

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

- 6.1 There are no implications under Section 17.

7. RECOMMENDATIONS

- 7.1 That the guard rails remain in place to ensure pedestrian safety.

8. REASONS FOR RECOMMENDATIONS

- 8.1 The consultation showed an even split in relation to the guard rails' removal, and a fairly low response rate overall. Concerns over the increased risk to pedestrian safety, along with those expressed by the Police and the Council's Insurance Section, all point to the guard rails remaining in place.

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

- 9.1 Appendix 1 – Hart Village – Proposed removal of pedestrian guard rails.

10. BACKGROUND PAPERS

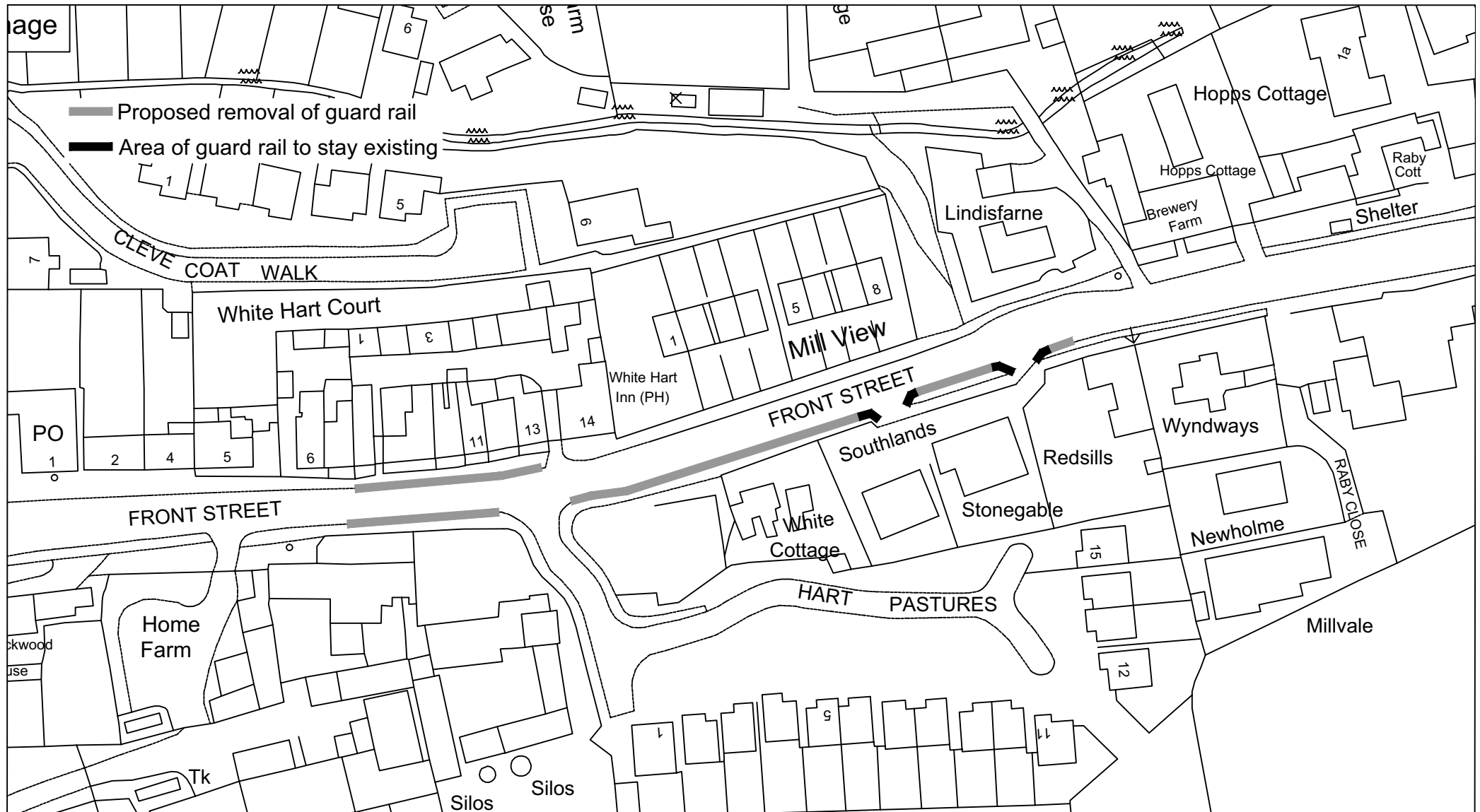
- 10.1 There are no background papers.

11. CONTACT OFFICER

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TITLE		
Hart Village – Proposed removal of pedestrian guard rails		
HARTLEPOOL BOROUGH COUNCIL Department of Regeneration and Neighbourhoods Assistant Director (Transportation and Engineering Services): Alastair Smith	DRAWN	
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**REGENERATION & NEIGHBOURHOODS
PORTFOLIO
7 February 2013**



Report of: Director of Regeneration and Neighbourhoods

Subject: DERELICT BUILDINGS & UNTIDY LAND TOOLKIT

1. TYPE OF DECISION/APPLICABLE CATEGORY

1.1 Non Key Decision.

2. PURPOSE OF REPORT

2.1 To outline the current position in relation to derelict buildings and untidy land in Hartlepool, and to seek endorsement from the Portfolio Holder on the newly developed 'Derelict Buildings and Untidy Land Toolkit' (attached at **Appendix A**).

3. BACKGROUND

3.1 Derelict buildings and untidy land are a particular problem in local neighbourhoods across Hartlepool as they tend to become a focal point for anti-social behaviour, fly tipping and arson, and present a risk to the young and vulnerable who may be drawn to such properties.

Such properties, if left empty and derelict for periods of time, also impact on the amenity of an area by giving the impression of a run down appearance that is a cause for concern for local communities.

If concentrated in a small area, derelict buildings can affect an area's economic performance and investment confidence, leading to reduced investment and further decline.

A failure to secure a long term solution, in relation to derelict buildings and untidy land, is also costly to the property owner and the statutory services that are regularly called upon to intervene.

3.2 In order to tackle these issues a multi-agency working group was established by the Mayor in 2005 with the aim of bringing derelict buildings and untidy land back into use. The group, which is Chaired by the Mayor, has met regularly since its inception and has drawn up a list of key sites and prioritised those sites on the basis that they involve buildings/land that are

long term empty, raise issues around public safety and have a negative impact on the amenity of the area.

- 3.3 To date the Derelict Buildings and Untidy Land Group has tackled over fifty properties/areas of land resulting in significant socio-economic improvements. Examples of empty properties being brought back into use include Titan House on York Road, the old Police Station in Owton Manor Lane, and Focus DIY in Lynn Street.
- 3.4 Given the continuing importance of derelict buildings and land as a local issue, and the continuing reductions in Public Sector resources, a new toolkit has been developed which, as we move forward, aims to improve coordination between agencies, and avoid duplication, thereby ensuring the successes of previous years continue into the future.

4. PROPOSALS

- 4.1 The proposed 'Derelict Buildings and Untidy Land Toolkit' provides a procedure, together with a range of available options, which can be tailored to address the specific issues relating to a particular derelict building or piece of untidy land. This procedure includes an initial investigation and the development of a Property Profile for each derelict property or area of untidy land.
- 4.2 The initial investigation will include researching the history of the land/building to identify if there have been any problems that may have been raised previously and to clarify if there are already any ongoing negotiations underway with the property owner regarding the property. This would also include a site inspection to validate the nature and extent of the issues, following which the landowner will be contacted to discuss potential resolutions, including their long term plans for the property. At this point the landowner will also be informed of their legal obligations in keeping the site safe and reasonably well maintained.
- 4.3 On completion of the initial investigation a Property Profile will be compiled to facilitate a greater understanding of the issues surrounding a property. This will include a checklist (appended to the toolkit) which, on completion, will include relevant information such as contact details, location maps, photographs, and land searches along with the information from the initial investigation.
- 4.4 Property profiles will also include an Action Plan identifying the short, medium and longer-term solutions tailored to the specific problems that each derelict land/building presents.
- 4.5 The short term solutions contained within the action plan are likely to be emergency measures aimed at making the site safe such as structural integrity issues, securing the site, and removing hazardous waste. The landowner would be required to implement these actions and would be given

the opportunity do so, with enforcement measures being implemented if the landowner proves to be unco-operative. In such circumstances works will be carried out in default with the landowner being charged accordingly.

- 4.6 Medium term solutions are likely to be actions that can be undertaken over the coming weeks in order to make the site a more viable option for bringing it back into use, such as improving the site if it is affecting the amenity of the area by working with the landowner/property owner, or using section 215 enforcement powers under the Town and Country Planning Act.
- 4.7 In order to provide as much assistance as possible in bringing an empty property/land back into use, there are several longer term solutions that will be used over the ensuing months and years if needed. For example, any empty building should be put on the "empty buildings list" with HBC's Economic Development team in relation to marketing, planning, and commercial advice, and the owner should be informed of any grants/funding/loans that are currently available to bring empty properties back into use.
- 4.8 Each action included in the Action Plan for a property will have a corresponding Action/Contact Log sheet where the progress of each individual action, and/or conversation, can be logged. This also provides a valuable reference tool when reviewing the effectiveness of particular strategies as well as identifying any stumbling blocks in the process of bringing buildings/land back into use. The responsible officer will update Covalent, the Council's performance database so that other Officers can access the latest developments in any one case.
- 4.9 On request a Property Profile Report can be easily compiled from the Property Profile information above to give an overview of the situation at any point in time.
- 4.10 The outcomes sought from the introduction of a Derelict Buildings & Untidy Land Toolkit include: reducing the risk of harm to individuals/emergency services; reducing crime/anti-social behaviour associated with derelict buildings and land (e.g. burglary, fly tipping and arson); increasing community cohesion/satisfaction with the area as a place to live; reducing the fear of crime/improving feelings of safety; promoting economic development; and the provision of a comprehensive and coherent response to the way we approach the issues surrounding derelict buildings and sites.
- 4.11 Promotion and publicity, in relation to the successes of the group is also critical to increasing public confidence, reducing the fear of crime and raising pride in communities. The Derelict Building and Land Group will therefore ensure close liaison with HBC's Press Office to ensure appropriate publicity is undertaken.

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

- 5.1 Implementing the Derelict Buildings and Untidy Land Toolkit will help to reduce the opportunity for vandalism, fly tipping, littering, arson, criminal damage and antisocial behaviour together with reassuring local communities, making the area safer for vulnerable people and improving the economic climate of the area. The toolkit will therefore assist the Local Authority in dispensing with its obligations under section 17 of the Crime and Disorder Act.

6. EQUALITY AND DIVERSITY

- 6.1 There are no equality or diversity implications.

7. RECOMMENDATIONS

- 7.1 That the Portfolio Holder acknowledges the successes of the Derelict Building and Untidy Land Group to date, and endorses use of the Derelict Building and Untidy Land Toolkit to improve co-ordination of the work undertaken around derelict buildings and untidy land in the future.

8. REASONS FOR RECOMMENDATIONS

- 8.1 In the face of reduced public sector resources the 'Derelict Buildings and Untidy Land Toolkit' will improve co-ordination and avoid duplication when tackling issues around derelict buildings and land in Hartlepool.

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

- 9.1 Appendix A – 'Derelict Buildings and Land Toolkit'
Appendix B – 'Completed Buildings and Sites'

10. BACKGROUND PAPERS

- 10.1 There are no Background papers.

11. CONTACT OFFICER

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Hartlepool Borough Council



Derelict Buildings & Untidy Land Toolkit

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Derelict Buildings & Untidy Land Toolkit

1.0 The Problem

Derelict buildings and untidy land are a particular problem in local neighbourhoods across Hartlepool as they tend to become a focal point for anti-social behaviour, littering, fly tipping and arson. Such properties, if left empty and derelict for periods of time, also invariably impact on the amenity of an area by giving the impression of a run down appearance that is a cause for concern for local communities.

In addition, there may also be structural issues with derelict buildings which could make the building unstable and thus pose a risk to those choosing to enter. Young people are often drawn to such properties or land as an area where they can meet and drink alcohol out of the sight of community police, CCTV and local community members. In addition, those in an intoxicated state may unwittingly enter derelict properties/land unaware of the dangers to themselves, e.g. from unstable buildings or previously discarded drug paraphernalia etc.

There can also be extensive fly-tipping/littering, on derelict land and in derelict buildings, which can lead to an accumulation of flammable waste and thus pose a serious arson risk.

A single derelict building, or a number of buildings, in a small area can affect an area's economic performance and investment confidence, which leads to reduced investment and further decline.

A failure to secure a long term solution, in relation to derelict buildings and untidy land, is costly to the property owner, vulnerable members of the public and also the statutory services that are regularly called upon to intervene while also impacting heavily on the surrounding communities. As a result we need to ensure that all partners work together in order to minimise the immediate risk to individuals whilst a longer term solution is sought.

2.0 Aims & Objectives

The main outcomes sought from the introduction of a Derelict Buildings & Land Toolkit include:

- Reduce the risk of harm to individuals/emergency services.
- Reduce crime/anti-social behaviour associated with derelict buildings and untidy land e.g. burglary, fly tipping and arson.

- Increase community cohesion/satisfaction with the area as a place to live by improving the appearance of the area and bringing empty properties/derelict land back into use.
- Reduce the fear of crime/improve feelings of safety.
- Promote economic development.
- To respond in a comprehensive and coherent way to derelict sites and buildings.

3.0 The Solution

Although there have been numerous success stories, to date, it is felt that there is a need, as we move forward with reduced resources, to improve coordination between agencies/departments, avoid duplication of work and to continue to improve the socio-economic status of the affected areas.

The solution to the problems, previously identified, include effective targeting of all available resources which requires a high level of communication between departments and preferably a single point of contact to coordinate the process e.g. the sharing of information, between departments and partner agencies, and also ensuring an accurate log of actions and documentation, relating to the building/land in question, is maintained.

A list of key sites, in relation to derelict buildings and land, have been identified and prioritised on the basis that they are long term empty, raise issues around public safety and have a negative impact on the appearance/amenity of the area.

4.0 Procedure

This tool kit provides a procedure, together with a range of available options, which can be tailor made to address the specific issues for a particular derelict building or piece of land.

4.1 Initial Investigation

Once a property has been identified as potentially problematic, by any agency, this will be reported to HBC's relevant Area Neighbourhood Technical Officer (see appendix 2 for contact details).

Firstly, the owner of the land must be identified (via a land search or via Estates/Private Sector Housing).

In addition, it is important at this stage to gain an understanding of any historical issues, or indeed any ongoing negotiations, pertaining to a particular property by contacting all relevant departments/partner agencies (i.e. those in appendix 2).

Also ASB/crime statistics should be obtained from Community Safety so that a complete and appropriate response can be devised that helps to improve the site in question.

In the meantime, a site visit will then be undertaken by the Neighbourhood Technical Officer in order to validate the nature and extent of the complainant's issues and to undertake a brief assessment of the external/internal state of the property.

Once the issues, surrounding the derelict building and/or land, have been identified the Neighbourhood Technical Officer will contact the owner as soon as possible to ensure that they are aware of their legal responsibilities and implications at the earliest possible stage. It is important at this stage to discuss with the property owner their long term intentions, with regard the property, as this will dictate our long term strategy of how to get the site back into use.

A full photographic record should also be kept for evidential purposes so that they could be used in a prosecution should the owner fail to respond to requests for action (applies to all officers involved).

4.5 Property Profiles

To facilitate a greater understanding of the issues surrounding a property a profile of each property, incorporating current and historical information, should be compiled.

It would be the responsibility of the Neighbourhood Technical Officer to maintain the profiles and they should include a Profile Checklist, an Action Plan and an Action/Contact Log.

4.5.1 Property Profile Checklist

The Property Profile Checklist (see appendix 4) should ensure that the property profiles include relevant information obtained from the initial investigation i.e.

- Address of derelict land/building and also that of the landowner.
- Location map of the area in relation to its surroundings.
- Dates of the initial complaint, the site visit and when the landlord was contacted.
- Photographs.
- Land searches.
- Relevant history from all partners outlined in appendix 2 including Crime/ASB statistics for the area.

4.5.2 Action Plan

An Action Plan, which identifies the short, medium and longer-term solutions (see appendix 5), will ensure that the solutions are tailor made for the specific problems that each derelict land/building poses and may include some or all of those outlined in the Derelict Buildings and Untidy Land Procedure (see appendix 1).

4.5.2.1 Short Term Solutions

The short term solutions are emergency measures aimed at making the site safe and this means acting quickly on any issues identified during the site visit and includes:

- Structural integrity issues – building control may be requested to undertake a site visit to make the necessary recommendations to make the property safe.
- Making sure the site is secured.
- Removing any hazardous waste.
- Removing all flammable material.

These actions would be required to be undertaken by the land owner, however these can all be enforced, if they are uncooperative (see appendix 1 & 3 for appropriate legislation), and the works carried out in default with the landowner/landlord being billed accordingly.

4.5.2.2 Medium Term Solutions

Medium term solutions are actions that can be undertaken over the coming weeks in order to make the site a more viable option for bringing it back into use. These actions include:

- Improving the site if it is affecting the amenity of the area by both working with the property owner or using s215 enforcement powers.
- Also during this period the opportunity can be taken to remove any waste detrimental to public health and that might attract pests such as rats.
- If the site has been a source of concern for antisocial behaviour and/or crime then regular patrols can be arranged via the Neighbourhood Police teams.
- Request that the landowner removes any valuable metals from the derelict land/building if these will no longer be required in the end use of the building. This will help deter theft and vandalism and thus save

partner agencies resources (e.g. police and fire brigade) as well as improve the safety of the building.

- Finally, a site visit by the Police Crime prevention officer can be undertaken if it is deemed that advice on how to target harden the property would be of benefit to the property owner.

4.5.2.3 Longer Term Solutions

In order to provide as much assistance as possible, to get a property back into use, there are several longer term solutions that can be used over the following months and years, namely:

- Any empty buildings should be put on the “empty buildings list” with the Economic Development team in relation to marketing, planning, and commercial advice.
- The owner should be informed of any grants/funding/loans that are currently available to bring empty properties back into use.
- HBC Estates Team can provide advice in relation to valuations.
- For a highly competitive fee HBC can provide ongoing maintenance with respect to graffiti removal, horticulture works, rubbish clearance, mechanical cleansing, weed spraying, minor highways repairs and securing of properties.
- If the property is a listed building contact should be made with the Planning Department whereupon advice regarding potential action could be sought from the Councils Conservation Team.

4.5.2 Action/Contact Log

Each action, from the Action Plan, will have a corresponding Action/Contact Log sheet (see appendix 6) where the progress of each individual action, and/or conversation, can be logged and updated onto Covalent where necessary. This also provides a valuable reference tool when reviewing effectiveness of particular strategies as well as identifying any stumbling blocks in the process of bringing buildings/land back into use.

4.5.4 Property Profile Report

On request a Property Profile Report can be easily compiled from the Property Profile information above, to give an overview of the situation at any point in time, which saves the reader from having to digest all the historical information to get up to speed.

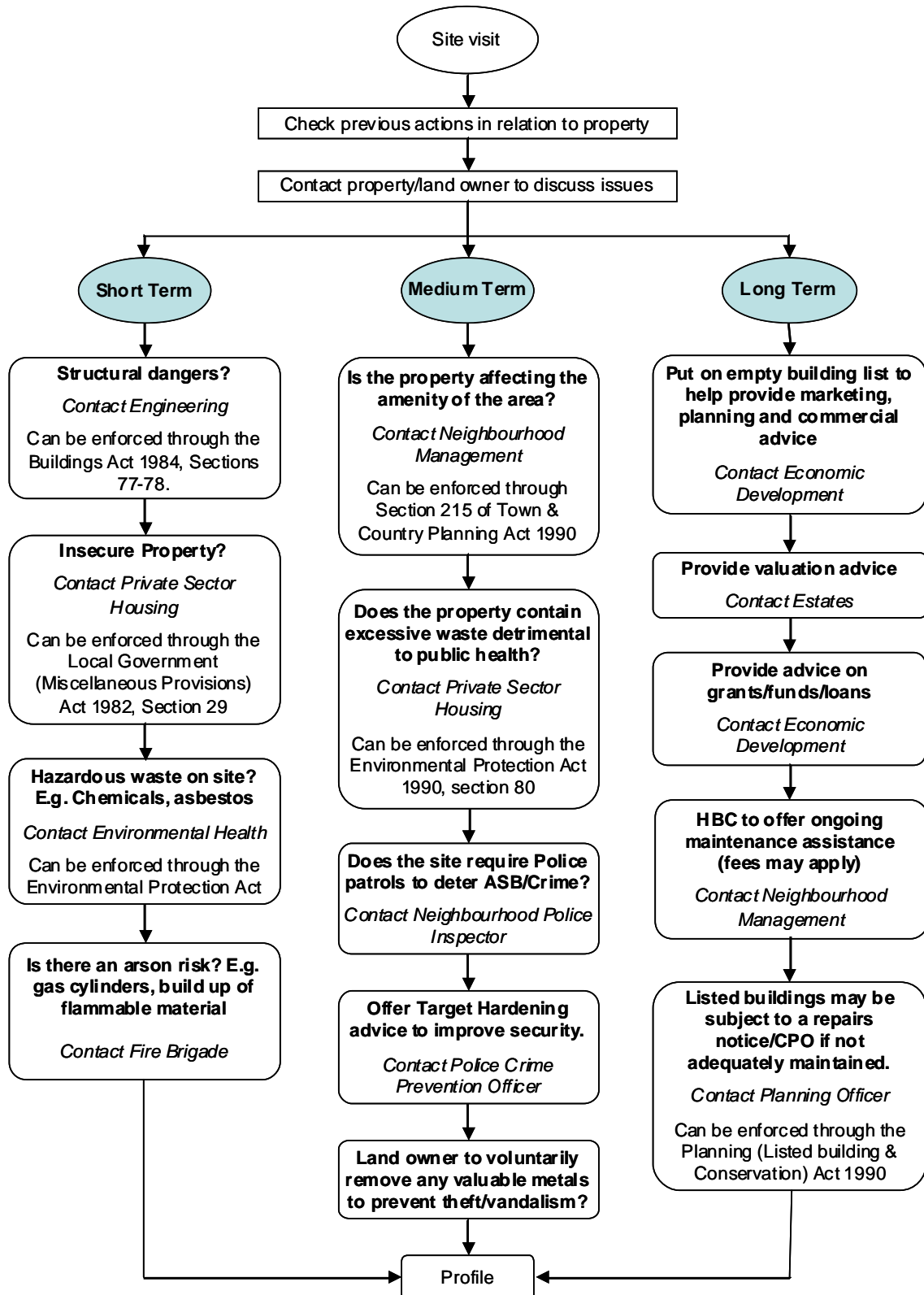
5.0 Promotion and Publicity

It is important to promote and publicise any success we have in bringing a derelict land or building back into use, so as to increase public confidence, reduce the fear of crime and raise pride in communities. The Neighbourhood Technical Officer can liaise with the Press Office to discuss the most appropriate way of doing this.

6.0 Risk Assessments

All partners/agencies are responsible for their own risk assessments according to their area of work.

Derelict Land and Buildings Procedure



List of Contact Details

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Glossary of Terms

Town and Country Planning Act 1990, Section 215

Can be used where the state of a property is bringing down the general appearance and amenity of the area.

(See s215 Government Best Practice Guide:

https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/11491/319798.pdf)

Buildings Act 1984, Section 77-78

To be used in relation to buildings that are unsafe because of their structural condition.

Planning (Listed building & Conservation) Act 1990

This Act enables a repairs notice to be issued to protect the building. Where repairs are more fundamental it is possible to apply to the Secretary of State for a Compulsory Purchase Order (CPO) but would need an end use.

Environmental Protection Act 1990, Section 80

This allows enforcement action against the owners of nuisance premises and this would include "accumulations or deposits that are prejudicial to health or a nuisance" e.g. rotting bags of rubbish and/or accumulations of flammable materials.

Local Government (Miscellaneous Provisions) Act 1982, Section 29

This Act can be used for securing premises that are not secured against unauthorised access or are likely to become a danger to public health.

Property Profile Checklist



Property Profile Checklist

Date of Initial complaint to Neighbourhood Technical Officer:

Address of derelict building/land:

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Location map of land in relation to surrounding area (please attach): ☐

Details of initial complaint:

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Details of Site visit:

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Date of initial site visit:

Site visit photographs (Y/N):

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(if Y please attach copies)

Name and contact details of landlord:

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Contact details of marketing company (if applicable):

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Land search undertaken (Y/N):

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(if Y please attach a copy)

Contact ALL partners and note relevant history regarding the above property:

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Action Plan compiled: ☐

Action/Contact Log started: ☐

Action Plan



Action Plan

Address:

[illegible]

Action/Contact Log



Action/Contact Log

Address:

Action Plan Ref N°:

Date	Time	Action/Contact	Covalent Updated

2.4 APPENDIX B – Completed Buildings and Sites

BURN VALLEY	
Name of building / site	Outcome
Ambulance Station (Elwick Road)	Property has been acquired by HBC.
Barlow's Building (Park Road).	Original building demolished and site redeveloped by the NHS to provide the One Life Centre.
Briarfields Lodge (Elwick Road).	Disposed of by HBC and used as a residential property.
Burn Valley Educational Centre (Elwick Road).	Disposed of by HBC and used as a business premises.
Co-op Building (Park Road / Stockton Street).	Building refurbished and redeveloped to provide office space and residential accommodation.
Corner of Osborne / Park Road (125-127 Park Road).	Continues to be monitored by HBC, with some activity in both the residential and commercial units.
DE BRUCE	
Name of building / site	Outcome
Former Brus Pub site (Brus Roundabout).	The site has now been cleared and a residential planning application approved. Negotiations are ongoing with the owner to ensure that the site is kept tidy until the development comes forward.
Hart Lodge (Jones Road).	Buildings have now been demolished and planning application is currently being considered for redevelopment.
King Oswy Pub (King Oswy Drive).	Site secured and work is ongoing with the owner to maintain site and develop planning application.
Open Space (Bakers Mead, Central Estate and Oakesway Industrial Estate).	Being considered as part of the wider Enterprise Zone site.
FOGGY FURZE	
Name of building / site	Outcome
St Aidan's Church Hall (St Aidan's Street).	Building has now been demolished.
Old Jet Petrol Station (Belle Vue Way).	Brought back in to use for an alternative business use.
HEADLAND AND HARBOUR	
Name of building / site	Outcome
Barnshaw's Shed (Old Cemetery Road)	Sheds demolished and disposed of by HBC.

2.4 APPENDIX B – Completed Buildings and Sites

Bridge Youth Centre (Burbank Street).	Building demolished. Options for redevelopment continue to be explored in partnership with the local community.
Brig Open (105 Northgate).	HBC in contact with owner to develop planning application.
Conservative Club (Church Walk).	Planning consent obtained, and HBC working with site agent to deliver a programme of works.
CJC Chemicals (Old Cemetery Road).	Site clearance commenced.
Clark Street Open Space.	Site being maintained by the owner (Aldi) until the proposed development is viable.
Creosote Works (Cleveland Road).	Site has been secured, and demolition has commenced.
Crown House (Surtees Street).	Crown House demolished and site cleared. Feasibility works for the future use of the site have been complete in relation to managed work space for creative industries, as an integral part of the Innovation and Skills Quarter (ISQ). A number of options for the site are currently being explored.
Focus DIY (Lynn Street).	Now in the ownership of HBC, and will be occupied by the Parks and Countryside Team in future. Will be considered as part of the wider strategy for the Innovation and Skills Quarter (ISQ).
Former Filling Station (Mainsforth Terrace).	Site cleared and converted to car park for business use.
Former Pine Shop, next to Railway Station (Church Street).	Building demolished and redeveloped as part of the wider Transport Interchange project.
Friarage Manor House (Friar Street).	HBC working with the Friarage Joint Working Group to progress the marketing of the site.
Headland Gate (Northgate).	Issues resolved by completing necessary works to the cellar.
Hudson's Building (Whitby Street).	A national company have taken over ownership of the building, and the site is now secure and maintained.
Jackson's Landing (Marina).	A number of options for redevelopment have been considered and negotiations are ongoing with key partners. Outcome anticipated in early 2013.
Jomast Properties (Fastnet Grove).	Refurbished and brought back in to use for residential accommodation.
Land opposite CCS (Mainsforth Terrace).	Site cleared, and boundary wall refurbished and maintained.
Morison Hall (Middlegate)	Building to be re-marketed in early 2013.
Old Square Ring Public House (Burbank).	Building and associated car park secured.
New Fleece Public House (Northgate).	Building demolished and redeveloped to provide residential accommodation.
Open space (South Marina behind Custom House, Maritime Avenue).	Hotel development now complete with developers continuing to liaise with the Local Planning Authority (LPA) in order to finalise the Masterplan for the site and consequently allow further phases

2.4 APPENDIX B – Completed Buildings and Sites

	of development to come forward when viable.
St Andrew's Church (York Place).	Townscape Heritage Initiative grant works completed, building now used as a tearoom.
Sun Inn (Durham Street).	Building demolished and site redeveloped to provide residential accommodation.
Tescos Land (Bum Road)	Site incorporated within expansion of car park and environmental works.
Throston Engine House (West View Road).	Structural works undertaken to secure the building. Funding for the restoration of the building as part of the wider North Linear Park project is now being pursued.
Union House (Southgate).	Planning permission approved to provide accommodation.
United Reformed Church (Durham Street).	Refurbishment works progressing.
Victoria Buildings (Victoria Street / Middlegate).	Townscape Heritage Initiative grant works completed; building now 75% occupied.
Wells Street Garages (Headland).	Garage demolished and site cleared.
62 Southgate (Headland).	Conversion works complete.
JESMOND	
Name of building / site	Outcome
Powlett Hotel (Powlett Road).	Former pub and associated site successfully redeveloped to incorporate retail provision.
Chatham Road Shops.	In partnership with local businesses, improvements were made to the shopping parade.
Open space (Challoner Road).	Building demolished, and remaining land monitored and maintained by HBC.
Open space (Powlett Road / Easington Road).	The former 'Iona Club' building has been redeveloped by the Quoits Club and land continues to be maintained by the owner.
The Lion Public House (Lancaster Road)	Building demolished and land redeveloped to provide residential accommodation.
45 Lancaster Road.	After negotiation with the owner, refurbishment work is now complete.
MANOR HOUSE	
Name of building / site	Outcome
Former Shakespeare Public House (Catcote Road).	Redeveloped site to incorporate in to adjacent retail units.
Manor House (Owton Manor Lane).	Security fencing erected around the site, and communication continues with local residents.
Old Police Station (Owton Manor Lane).	Building demolished and site incorporated in to the wider Housing Hartlepool development scheme.

2.4 APPENDIX B – Completed Buildings and Sites

RURAL WEST	
Name of building / site	Outcome
Dalton Lodge (Dalton Back Lane).	Refurbishment complete.
Sharwoods site (Marsh House Lane).	Buildings demolished.
Tunstall Court and Land (Grange Road).	Planning application approved in 2012; work is ongoing with the owner to secure the site and its future sustainability.
SEATON	
Name of building / site	Outcome
Co-op Building (16-20 Station Lane).	Work continues to convert the building in to three individual residential units.
Golden Flatts Hotel (Seaton Lane).	Building demolished and site redeveloped for residential accommodation.
Land (adjacent and opposite Bus Depot, Belle Vue Way).	Work is ongoing with the owner; scheme has been agreed to clear the site to facilitate future development.
Longscar Buildings (The Front).	Included as part of the wider Seaton Carew Masterplan. The terms of agreement between the Council and Preferred Developer including the timetable for the delivery of the scheme have now been agreed and HBC are committed to using the powers at their disposal (including CPO) to secure the regeneration of the area.
Seaton Bus Station (The Front).	Refurbished.
VICTORIA	
Name of building / site	Outcome
Church of the Nazarene Play Area (Lowthian Road).	HBC working with Church to progress further marketing of the site.
Dalton Street.	Subject to part demolition under the NDC Community Housing Plan. Remaining properties successfully used as business premises.
Fifth Avenue (Park Road).	HBC working with the owners to bring building back in to use.
Odeon (Raby Road).	Building included within the wider Mill House Masterplan.
Open space (Clarence Road).	Site included within the wider Mill House Masterplan.
Open space (York Road / Young Street).	The site has been fenced off and will continue to be linked with the regeneration site associated with the Odeon.
The Gas Showroom (Victoria Road).	Refurbished for an alternative business use.

2.4 APPENDIX B – Completed Buildings and Sites

Titan House (York Road).	Redeveloped to provide residential accommodation comprising 40 apartments and studios and associated works to the car park. Work continues to bring ground floor vacant shop units back in to use.
Wesley Building (Wesley Square).	Structural works complete and internal works currently being undertaken in preparation for conversion to hotel and restaurant.
8 Duke Street.	Sale of the building has been achieved and new owner progressing improvements.
10A Murray Street (Murray / Elliot Street).	Development in progress.
68 Turnbull Street.	Former commercial property will now be included within the wider Housing Market Renewal (HMR) programme and be demolished.

Additional Information

In 2011/12 - 5 empty retail units were brought back into use as a direct result of the Key Vacant Buildings Grant. The grant scheme targeted empty properties in York Road and provided support for businesses and landlords to upgrade their premises in order to attract tenants and make the shop unit more lettable.

This financial year we are working with another 6 owners of empty or underused properties in the town centre with a view to bringing them back into use.

REGENERATION AND NEIGHBOURHOODS PORTFOLIO

Report to Portfolio Holder
7th February 2013



Report of: Assistant Director (Transportation and Engineering)

Subject: YORK ROAD IMPROVEMENT SCHEME – BUS STOP LOCATION

1. TYPE OF DECISION

1.1 Non key decision

2. PURPOSE OF REPORT

2.1 To review the proposed location of the northbound bus stop on York Road, within the lay-by between Burn Valley Roundabout and Elwick Road.

3. BACKGROUND

- 3.1 Two phases of improvements to York Road have been carried out in recent years, with works on the sections from Park Road – Victoria Road, and Lister Street – Park Road. A further phase has also been approved to improve the section from Lister Street – Burn Valley Roundabout.
- 3.2 The scheme was initially to have been constructed around 2 years ago, however due to the economic downturn, local businesses asked that works be delayed for a time.
- 3.3 In December 2012, a minor amendment was made to the scheme, which re-located the northbound bus stop slightly further away from Burn Valley roundabout. This was to support businesses at this end of the lay-by, who rely on a quick turn over of parked vehicles.

- 3.4 In January 2013, however, further representations were received from other businesses on this section of the road, concerned at the overall reduction in parking that this change would lead to.
- 3.5 Both groups of businesses have valid concerns, and the Council, in looking to support all businesses wherever possible, has developed an alternative solution as detailed below.

4. PROPOSALS

- 4.1 To provide additional parking spaces close to the Burn Valley roundabout end of the shops, it is proposed to construct a new parking area on the grassed area at the entrance to Colwyn Road (**Appendix 2**). The spaces will be left unregulated in the first instance, however if local businesses feel they would prefer this to change to some form of time limited parking at a later date, then this could be accommodated.
- 4.2 The Residents' Parking Zone in Penryhn Street (behind the shops) can be altered to include 1 hour limited waiting for non-permit holders, to further assist businesses in the area. This has been approved previously for the two streets on the opposite side of York Road (Whitburn St and Houghton St) and is being brought into operation to coincide with the start of the works.
- 4.3 The traffic regulation order for Whitburn St/ Houghton St has been introduced on an experimental basis, meaning that any objections can be received throughout the 12 month experimental period. After this time, if the regulations are felt to have been successful, the order can then be made permanent. The same approach can be used for Penryhn Street, in order to gauge the success of the regulations.

5. FINANCIAL CONSIDERATIONS

- 5.1 The additional parking area would be funded from the main York Road budget. This scheme is a Tees Valley Bus Network Improvements project, which is funded jointly between the Department for Transport and Hartlepool Borough Council's Local Transport Plan, with a 65/35% split respectively.

6. EQUALITY AND DIVERSITY

- 6.1 There are no equality and diversity considerations.

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

7.1 There are no Section 17 considerations.

8. RECOMMENDATIONS

8.1 That a new parking area be provided in Colwyn Road, as outlined in 4.1.

8.2 That additional limited waiting facilities be provided as detailed in 4.2 and 4.3.

8.3 That the bus stop be re-located to option 1 from the previous report, siting it at the beginning of the northbound lay-by (**Appendix 1**).

9. REASONS FOR RECOMMENDATIONS

9.1 To provide additional parking facilities to assist local businesses in the area.

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

- i. **Appendix 1** – Bus stop option 1.
- ii. **Appendix 2** – Proposed parking area layout

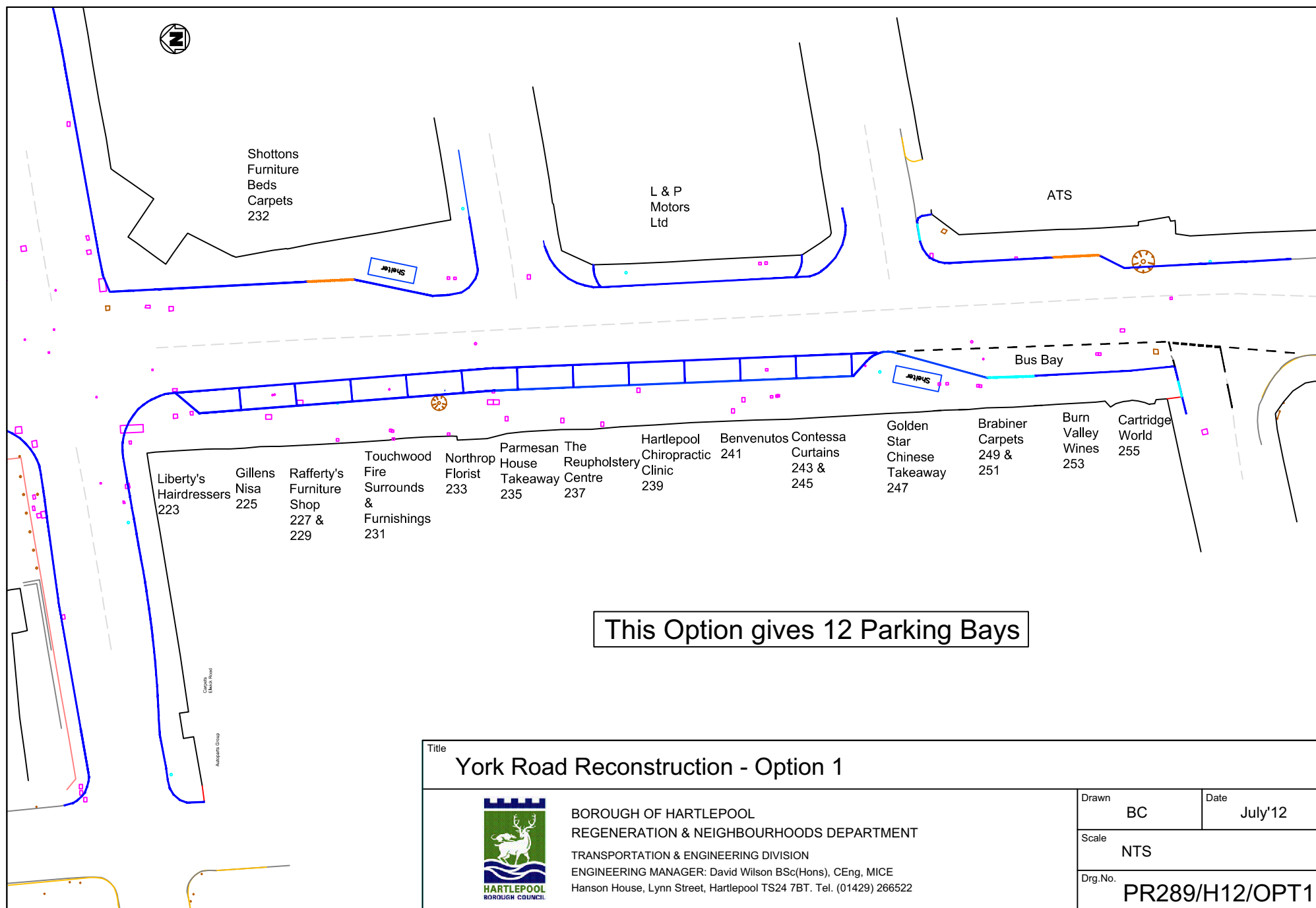
11. BACKGROUND PAPERS

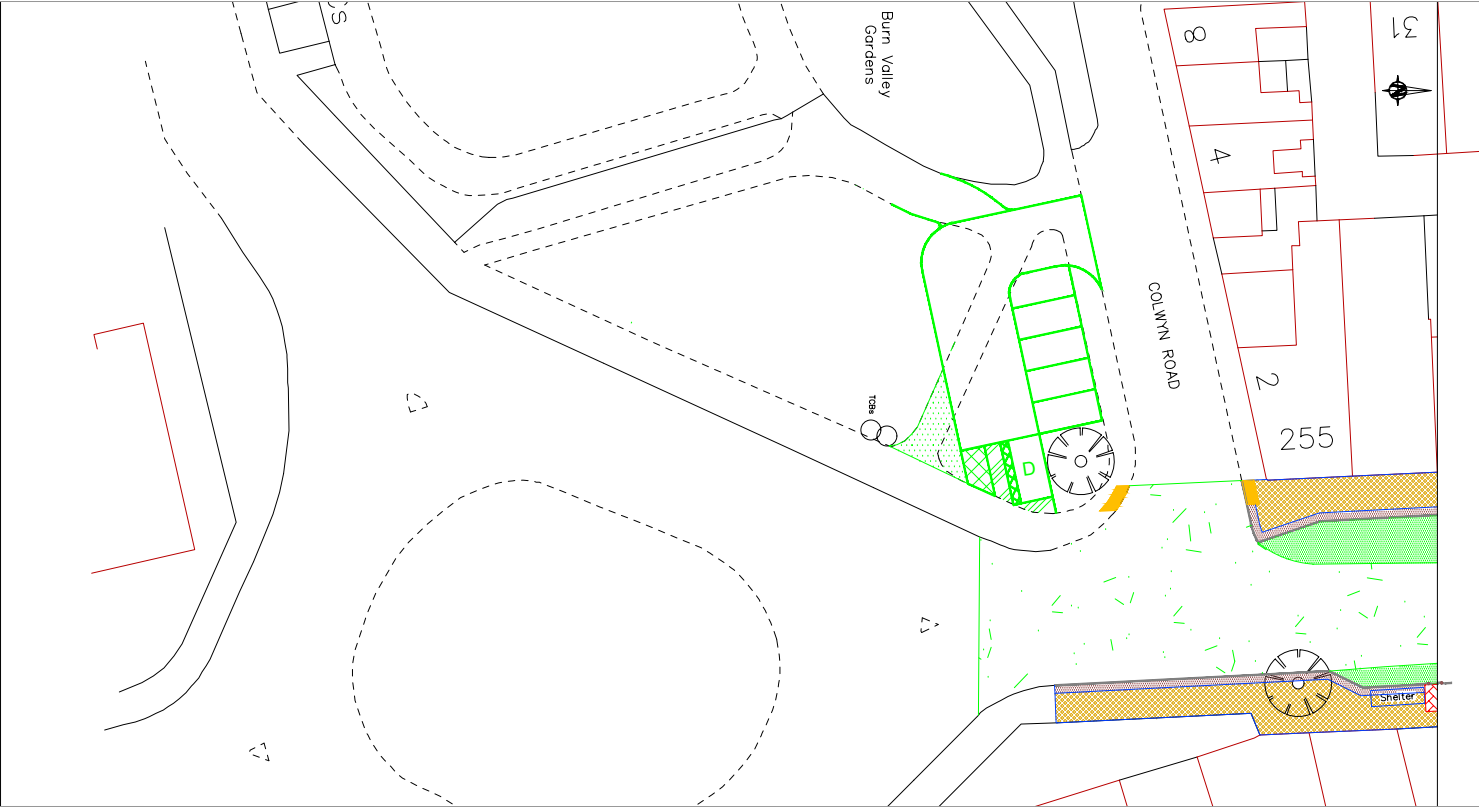
11.1 There are no background papers.

12. CONTACT OFFICER

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Suffix	Description	Date
AMENDMENTS		
<div> BOROUGH OF HARTLEPOOL REGENERATION & NEIGHBOURHOODS DEPARTMENT TRANSPORTATION & ENGINEERING DIVISION ENGINEERING MANAGER: David Wilson BSc(Hons), CEng, MICE Hanson House, Lynn Street, Hartlepool TS24 7BT. Tel. (01429) 266522</div>		
<div>YORK ROAD IMPROVEMENTS</div> <div>SURFACE TREATMENTS</div>		
Scale	Date Jan'13 Drawn BC Checked x	Dwg No. PR289/H11/

**REGENERATION & NEIGHBOURHOODS
PORTFOLIO
7th February 2013**



Report of: Director (Regeneration & Neighbourhoods)

Subject: COMMUNITY POOL
CATEGORY 5B – EMERGENCY CONTRIBUTIONS FUND
HEUGH GUN BATTERY TRUST LIMITED

1. TYPE OF DECISION/APPLICABLE CATEGORY

1.1 Non-Key Decision.

2. PURPOSE OF REPORT

2.1 The purpose of the report is to present an application received through Category 5B of the Community Pool to the Portfolio Holder for consideration and decision

3. BACKGROUND

3.1 Following the review of the Community Pool, the approach to commissioning of the budget this financial year has been significantly different to the approach taken in previous years.

3.2 On 21 November 2011, Cabinet agreed that the overall value of the Community Pool Grant Fund 2012 / 2013 would be £403,000. Cabinet also agreed that this funding would be allocated via the following five categories:

- Category 1 – The provision of universal welfare benefits and advice;
- Category 2 – The provision of universal credit union support;
- Category 3 – Capacity and resource building in the Voluntary and Community Sector (VCS);
- Category 4 – The provision of universal specialist support; and
- Category 5 – The provision of development / investment and emergency funding.

3.3 Following the allocation of funds through Categories 1, 2 and 3 using a formal procurement process and allocation of grants through Category 4, there was

£51,863 total funding available for Category 5; this is a combination of the remaining budget and reserves. Of this £28,836 remains unallocated.

- 3.4 Category 5B is specifically for Emergency Contributions. The aim of these grants is to assist organisations that find themselves in temporary difficult financial situations, and is designed for emergency assistance in the following situations:
- To fill a funding gap in the interim where funding has been secured but not yet administered;
 - To allow groups who are awaiting funding decisions to continue running a project until the outcome of a decision is known; and
 - To allow groups who have been unsuccessful in securing funding time to look for alternative funding options.
- Whilst this is not an inclusive list, all applications will be considered on the information provided.
- 3.5 Funding support through this grant scheme is not designed as a long term funding solution and it is explicit within the guidelines that applications must clearly outline what has been done and how they are planning to secure additional funding. Any grants awarded through this scheme are for one off support only.
- 3.6 The maximum grant that an organisation can apply for through this scheme is £8,000. The eligibility criteria is outlined below:
- Available to all voluntary and community organisations;
 - The applicant must be constituted, allowing the delivery of services, for example a registered charity, community interest company etc;
 - The applicant must be non- profit distributing;
 - The organisation must deliver services in Hartlepool Borough;
 - The organisation must have been in existence for more than 12 months;
 - Need to be able to evidence that the short term investment is viable; and
 - Applicants must have been actively applying for alternative funding to continue their project / service.
- 3.7 Changes to the Community Pool Grants Programme for 2013/14 were agreed by Cabinet on 7th January 2013. These changes will come into effect from April 2013; therefore this application will be considered against the criteria and eligibility outlined above.
- 3.8 The Heugh Gun Battery Trust Limited was in receipt of a crisis grant through the Community Pool programme last financial year (2011/2012), totalling £5,600.

4. SUMMARY OF APPLICATION

- 4.1 The Heugh Gun Battery Trust Limited was established in 2003. The organisation is a registered charity and company limited by guarantee. The Trust runs the Heugh Battery museum, which preserves and records military history for the people of Hartlepool and has regional and national significance. The museum demonstrates the impact and human experiences of war at home

and abroad. The Battery also offers a place for the local community to meet, learn and interact with exhibits and the sites panoramic views. In addition the museum offers educational opportunities including its schools outreach programme, aiming to educate future generations about war and its consequences.

- 4.2 The organisation has 3 paid members of staff and 36 volunteers who dedicate in excess of 190 volunteer hours on a weekly basis assisting in the maintenance, staffing and running of the museum.
- 4.3 In late December 2012, a portacabin situated within the grounds of the museum was badly damaged by adverse weather; this building was being used as office space. The subsequent water damage destroyed all electrical equipment in the office and the Trust are now in a position of not having adequate office space or systems to assist with the running of the museum. In addition to this, the weather has had a negative affect on visitor numbers which has reduced income over these months and resulted in the Heugh Gun Battery Trust Limited applying for grant assistance to help deal with the situation.
- 4.4 Upon further discussion with the Heugh Gun Battery Trust Limited, it has become apparent that the organisation is unable to claim on their insurance due to a clause in their contract. In any event, the Heugh Gun Battery Trust Limited is not in a financial position to pay the £2,000 excess that is required to submit an insurance claim, and would be placing themselves under considerable financial pressure in future years due to the anticipated increase in insurance premiums should they claim.
- 4.5 The application submitted is for £7,780.72 and if successful, the grant funding will cover the cost of repairing the portacabin roof and reinstating the office. In addition the grant will cover the cost of replacement office equipment, electrical repairs and staff costs.

5. PROJECT AIMS

- 5.1 This short term, one off grant towards capital and revenue costs will enable the organisation to repair damage caused, replace essential equipment and ensure that the future income can sustain the ongoing operational running costs of the organisation.
- 5.2 The services provided by the organisation link closely with priorities within Hartlepool Borough Councils Community Strategy (in particular cultural and leisure related strategies) and there are established links with HBC's Museum Service. The work of the organisation has particular significance in the next few years as the centenaries of the Hartlepool Bombardment and First World War approach. The organisation is developing a number of significant and exciting projects to commemorate these historical events and have a detailed business plan and strategy in place to facilitate this. The organisation is awaiting results on external funding applications which will further develop the museum offer.
- 5.3 The museum is fully accredited through the Arts Council England Museum

Accreditation Scheme, demonstrating quality assurance.

6. FINANCIAL CONSIDERATIONS

- 6.1 The total unallocated budget for Category 5 (Development & Investment Grants and Emergency Contributions Grant) of the Community Pool is currently £28,836.
- 6.2 Should this application be approved the remaining unallocated budget would be a maximum of £21,055.28 which will be available for future applications.
- 6.3 The Heugh Gun Battery Trust Limited was in receipt of a crisis grant through the Community Pool programme last financial year (2011/2012), totalling £5,600.
- 6.4 Supporting this project though this application will assist in leveraging in significant external resources to Hartlepool through the planned capital developments of the Heugh Gun Battery museum planned by the Heugh Gun Battery Trust Limited.

7. RISK IMPLICATIONS

- 7.1 Risk implications to the Council will be managed through the organisation agreeing to terms and conditions of a grant offer letter and monitoring requirements.
- 7.2 In addition, Hartlepool Borough Council's Community Regeneration and Development Team are working with the Heugh Gun Battery Trust Limited to assist the organisation with any support or development needs.
- 7.3 In relation to Hartlepool Borough Council's Museum Service, the services that the Heugh Gun Battery Trust Limited deliver are vital to the programmes being developed in relation to events planned for the centenary of the Bombardment of Hartlepool. This grant will ensure the successful delivery of these programmes.
- 7.4 The Heugh Gun Battery Trust Limited has a 50 year lease on the Heugh Gun Battery (approximately 40 years remaining). The freeholder is Hartlepool Borough Council.

8. LEGAL CONSIDERATIONS

- 8.1 Legal implications will be managed through the requirements outlined in an offer letter.

9. STAFF CONSIDERATIONS

- 9.1 There are no staff implications for Hartlepool Borough Council, apart from the support outlined in 7.2; this support is within the remit of the team and is not dependent on grant approval.

10. EQUALITY AND DIVERSITY CONSIDERATIONS

- 10.1 The application from the Heugh Gun Battery Trust Limited meets the eligibility criteria and all relevant policies are in place. There are no determined equality and diversity issues highlighted by supporting this project.

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

12. RECOMMENDATIONS

- 12.1 The Portfolio Holder is asked to consider the information outlined in this report and make a decision on the Emergency Contributions Grant (Community Pool - Category 5B) application submitted by the Heugh Gun Battery Trust Limited.

13. REASONS FOR RECOMMENDATIONS

- 13.1 Cabinet has previously agreed to allocate funds for Category 5 through a grant process (21st November 2011) and the criteria for Category 5 grants (19th March 2012).

14. BACKGROUND PAPERS

- (i). Item 5.1 from Cabinet on 21st November 2011.
- (ii). Minutes from Cabinet on 21st November 2011.
- (iii). Item 6.1 from Cabinet on 6th February 2012.
- (iv). Minutes from Cabinet on 6th February 2012.
- (v). Item 5.1 from Cabinet on 20th February 2012.
- (vi). Minutes from Cabinet on 20th February 2012.
- (vi). Item 5.1 from Cabinet on 20th February 2012.
- (vii) Item 5.12 from Cabinet on 19th March 2012.
- (viii) Minutes from Cabinet on 19th March 2012.
- (ix) Mayors Portfolio Holder Minutes *Hartlepool Voluntary & Community Sector Strategy (Community Pool Grant Allocations 2012/13)* 21st May 2012.
- (x) Item 5.12 from Cabinet on 7th January 2013.
- (xi) Minutes from Cabinet on 7th January 2013.

15. CONTACT OFFICER

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