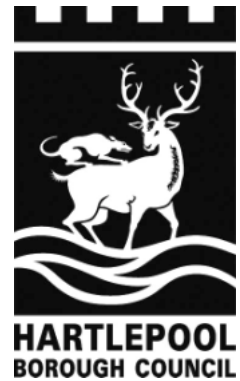


NEIGHBOURHOOD SERVICES COMMITTEE AGENDA



Monday 2nd September 2013

at 9.30am

in Committee Room B, Civic Centre, Hartlepool

MEMBERS: NEIGHBOURHOOD SERVICES COMMITTEE

Councillors Ainslie, Cook, Dawkins, Gibbon, Jackson, Loynes and Tempest

1. **APOLOGIES FOR ABSENCE**

2. **TO RECEIVE ANY DECLARATIONS OF INTEREST BY MEMBERS**

3. **MINUTES**

- 3.1 To receive the Record of Decision in respect of the meeting held on 9 August 2013 (*previously circulated*)

4. **BUDGET AND POLICY FRAMEWORK ITEMS**

- 4.1 Medium Term Financial Strategy (MTFS) 2014/15 Savings Proposal – *Director of Regeneration and Neighbourhoods*

5. **KEY DECISIONS**

No items.



6. OTHER ITEMS REQUIRING DECISION

- 6.1 Six Monthly Monitoring of Agreed Scrutiny Recommendations – *Scrutiny Manager*
- 6.2 Introduction of Prohibition of Waiting Restriction in Flaxton Street and Resident Only Permit Parking Scheme in Flaxton Court – *Assistant Director (Neighbourhoods)*
- 6.3 Proposed 20mph Speed Restriction Scheme Through Hart Village – *Assistant Director (Neighbourhoods)*
- 6.4 Proposed Residential Controlled Permit Parking Scheme – South Crescent, Headland – *Assistant Director (Neighbourhoods)*

7. ITEMS FOR INFORMATION

- 7.1 Change of Name: Brierton and Catcote Allotment Sites – *Assistant Director (Neighbourhoods)*
- 7.2 Quarter 1 Financial Management Report – *Director of Regeneration and Neighbourhoods and Chief Finance Officer*

8. ANY OTHER BUSINESS WHICH THE CHAIR CONSIDERS URGENT

ITEMS FOR INFORMATION

Date of next meeting – Monday 14th October at 9.30am in Committee Room B, Civic Centre, Hartlepool



NEIGHBOURHOOD SERVICES COMMITTEE

2nd September 2013



Report of: Director of Regeneration and Neighbourhoods

Subject: MEDIUM TERM FINANCIAL STRATEGY (MTFS)
2014/15 SAVINGS PROPOSAL

1. TYPE OF DECISION/APPLICABLE CATEGORY

Budget and Policy Framework decision.

2. PURPOSE OF REPORT

2.1 The purpose of the report is to enable Members to consider the initial 2014/15 savings proposals relating to the Committees remit and to feedback comments to the Finance and Policy Committee.

3. BACKGROUND AND OVERVIEW OF COUNCILS FINANCIAL POSITION

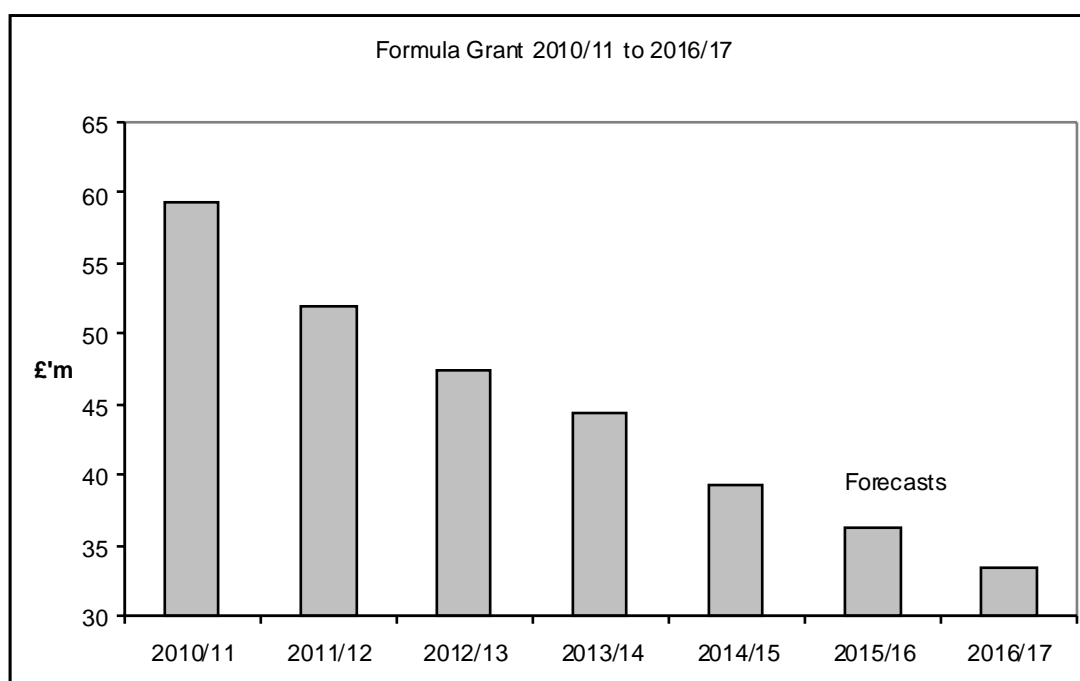
3.1 Detailed budget reports were submitted to the Finance and Policy Committee on 31st May 2013 and 2nd August 2013 to enable Members to begin to develop detailed budget proposals for 2014/15. These proposals will be referred to full Council in February 2014 to enable the 2014/15 Budget and Council Tax to be approved.

3.2 The report to the Finance and Policy Committee on 2nd August 2013 provided an update on the latest position and covered the following areas:

- Background and Government Spending Plans 2014/15 Onwards;
- One-off resources available to manage risks and / or support Council priorities;
- General Fund Revenue Budget 2014/15 to 2016/17;
- Strategy for bridging 2014/15 budget deficit;
- Council Tax 2014/15 to 2016/17;
- Impact of 2014/15 budget proposals on 2015/16 and 2016/17 forecast deficits;
- Review of Reserves;
- Reductions in other grant funding;
- Strategy for managing capital risks; and
- Conclusion and recommendations.

3.3 In summary the Finance and Policy Committee report provided an update of the previous MTFS report submitted to full Council in February 2013, which provided a comprehensive assessment of the financial challenges and risks facing the Council over the 4 years commencing 2013/14. In summary the report advised Members that the Council is facing the most challenging financial position since becoming a unitary authority in 1996, which reflects:

- The scale of Government cuts in core General Fund grants confirmed for 2013/14 and 2014/15. It is anticipated these cuts will continue in the following two years. The June 2013 Spending Review announcement confirmed the overall level of cuts for 2015/16 and further details are provided later in the report. The previously forecast grant cuts are summarised below and it should be noted the 2015/16 and 2016/17 forecast will be updated when more information on the impact of the recent Spending Review announcement on individual Councils is known;



- The abolition of the national Council Tax Benefit system and the transfer of financial responsibility for Council Tax Support to individual Councils, with a 10% national funding cut. The actual cut for Hartlepool was around 13% when account is taken of actual support previously provided under the former national Council Tax Benefit scheme. There is a risk further grant cuts are made in this area in future years if the Government determines to implement further cuts in the Welfare Budget. In addition, the Government's decision to mainstream this grant and include it within the core revenue grant from 2014/15 increases financial risk for areas serving more deprived communities, including Hartlepool, as reductions in core revenue grant have historically had a disproportionate impact on these areas;

- The implementation of the Business Rates Retention system, which will transfer significant financial risks to individual Councils. Under the new system a 'safety net' system will operate which will require individual Councils to fund the first 7.5% of in-year reductions in business rates from their own resources. Additional Government support will only be paid for shortfalls above this threshold. For Hartlepool this equates to an annual risk of around **£1.9 million** in 2014/15 and future years. This is a significant risk for Hartlepool owing to the potential impact of in-year reductions in the business rates paid by the Power Station, which contributes **17%** of the total Business Rates collected by the Council;
- Individual Councils face potential costs relating to 50% of back-dated Business Rates appeals. The Government has set aside some funding for this issue nationally, although it is not yet clear if this will be sufficient at an individual authority level. This is also a significant risk for the Council as the Power Station has a number of outstanding appeals and further information is provided later in the report;

3.4 In relation to the 2014/15 budget the report advised Members that the Council faces a gross budget deficit of **£8.524m**. The gross budget deficit can be reduced to **£4.594m** without impacting on services through a combination of permanent budget savings and one-off factors as summarised below:

Revised budget deficit 2014/15

	£'000	£'000
Budget Deficit reported February 2013		8,524
Public Health Funding		(500)
Full Year ICT saving (includes potential rental income)		(500)
Initial Changes in Planning assumptions (includes budget reductions from continuing 1% public sector pay gap, saving from senior management restructure, lower energy increases and lower Employers Pension contributions)		(1,797)
Net Budget Gap 2014/15		5,727
One-off funding (funded from uncommitted one-off resources and will be sustainable at this level for 3 years. Thereafter, this will need to be replaced by identifying additional savings of £1m in 2017/18).	(1,000)	
Use of residual balance of 'Savings implementation reserve'	(133)	
Total use of one-off funding		(1,133)
Permanent budget cuts to be implemented 2014/15		4,594

3.5 The Finance and Policy Committee report also detailed departmental savings proposals with a total value of **£4.376m**.

- 3.6 Assuming the proposed departmental savings are implemented there is a net unfunded deficit for 2014/15 of **£0.218m**. At this stage it is anticipated that this amount can be bridged from the 2014/15 New Homes Bonus which will be payable for 7 years commencing 2014/15. This income is not yet guaranteed and will depend on the share of the national New Homes Bonus funding the Council receives, although at this stage this is a reasonable planning assumption. It should be noted that this proposal will mean that in 2014/15 total support for the core revenue budget from the New Homes Bonus will be £1.4m.
- 3.7 As reported previously the New Homes Bonus is funded by top slicing the national funding for Local Authorities. Whilst it is forecast the Council will receive a total New Homes Bonus payment of £1.4m in 2014/15, this needs to be seen in the context of the permanent cut in the Council's core grant which in 2014/15 is forecast to be £20m (34%) less than it was in 2010/11.
- 3.8 Assuming Members approve the proposals detailed in the previous paragraphs for addressing the 2014/15 budget deficit the Council will still face significant budget deficits in 2015/16 and 2016/17. Over the period of the current MTFs it is forecast that the Council will have to make permanent budget cuts of around **£16.2m**, as follows:
- 2014/15 net deficit £4.6m;
 - 2015/16 revised deficit £6.3m;
 - 2016/17 revised deficit £5.3m.
 - Total forecast deficit £16.2m
- 3.9 The revised deficit is less than the initial forecast prepared in February 2013 of £19.4m and the reduction reflects the benefits of the revised planning assumptions and available one-off resources to support the budget over the next three years. The use of the one-off resources over the next three years is not a permanent solution and defers an additional budget deficit of £1m until 2017/18.

4. SPECIFIC ISSUES TO BE CONSIDERED BY THIS COMMITTEE

- 4.1 The Finance and Policy Committee considered details of proposed departmental budget savings and budget pressures for 2014/15 and determined to refer these proposals to the relevant Policy Committees for consideration and comments back to Finance and Policy Committee on 19 September 2013. Accordingly the following details are attached for Members consideration:
- 2014/15 proposed savings – **Appendix A**
 - 2014/15 budget pressures – **Appendix B**

5. RECOMMENDATIONS

- 5.1 It is recommended that Members consider the 2014/15 proposed savings and budget pressures and comment back to Finance and Policy Committee on 19 September 2013.

6. CONTACT OFFICER

Denise Ogden
Director of Regeneration and Neighbourhoods
Civic Centre
Victoria Road
Hartlepool
TS24 8AY
Email denise.ogden@hartlepool.gov.uk
Tel: 01429 523301

Chris Little
Chief Finance Officer
01429 523003
Chris.little@hartlepool.gov.uk

Division / Area	Savings 14/15 £'000's	Brief description of change	Risk
Neighbourhoods Division	25	School Crossing Patrol Services – removal of staff from controlled crossing points on low level usage sites.	A
Neighbourhoods Division	50	Reduction of horticultural features: - consisting of the removal of high maintenance plots and replacing (where applicable) with lower maintenance alternatives e.g. annual bedding schemes, ornamental features.	A
Neighbourhoods Division	80	Reconfiguration of staffing restructures in this area.	G
Neighbourhoods Division	50	Additional income generation from Health partnership (Integrated Transport Unit)	A
Neighbourhoods Division	50	Additional income from external fees (Engineering Design and Management) -	A
Neighbourhoods Division	220	Waste Management reconfiguration of service (to be achieved from recycling changes and reduced waste disposal costs)	G
Neighbourhood Management / Community Safety	200	Review of existing Neighbourhood Management Model.	A
Total	675		
Departmental non-pay budget*	20	Review non-pay management account budgets	G
R&N Budget / Inflation*	50	Do not take inflation increase on non-pay budgets.	G
Support Services *	100	Review structures and service provision across re-configured department, including review of non pay budgets.	A
Total	170		
* To be included for consideration by both the Neighbourhood Services and Regeneration Services Committees - each of these items cut across the whole Regeneration and Neighbourhoods Department.			

Regeneration and Neighbourhood Services Pressure	Value of Budget pressure £'000
<u>Landfill Tax</u> Increase in Land Fill Tax.	29
<u>Car Parking Business Rates</u> The increase in rates payable follows a review of the rateable value for Car Parks which takes into account income generated and the new Interchange parking facility.	30

NEIGHBOURHOOD SERVICES COMMITTEE

2 September 2013



Report of: Scrutiny Manager

Subject: SIX MONTHLY MONITORING OF AGREED
SCRUTINY RECOMMENDATIONS

1. TYPE OF DECISION/APPLICABLE CATEGORY

This is a non Key Decision

2. PURPOSE OF REPORT

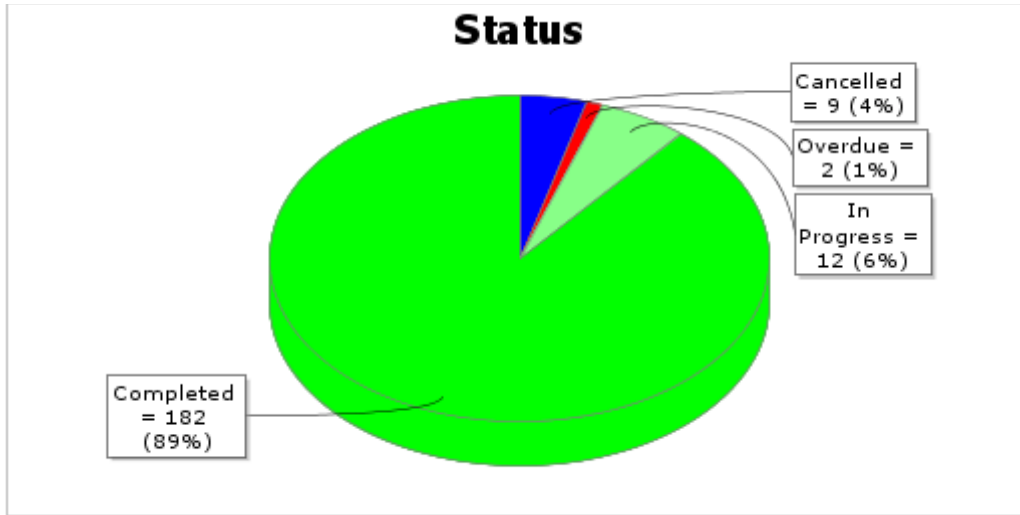
2.1 To provide Members with the six monthly progress made on the delivery of scrutiny recommendations that fall within the remit of this Committee.

3. BACKGROUND INFORMATION

3.1 This report provides details of progress made against the investigations undertaken by the previous Neighbourhood Services Scrutiny Forum. These recommendations now fall within the remit of the Neighbourhood Services Committee. **Chart 1** (overleaf) provides a detailed explanation of progress made against each scrutiny recommendation since the last six monthly monitoring report was presented to the Neighbourhood Services Scrutiny Forum in February 2013.

Neighbourhood Services Scrutiny Forum - All

Generated on: 14 August 2013



Year 2005/06
Investigation Hartlepool's Local Bus Service Provision

Recommendation	Action	Assigned To	Original Due Date	Due Date	Note	Progress	
SCR-NS/2a/ii That work be undertaken by the Authority to improve the infrastructure of the bus network in Hartlepool.	SCR-NS/2a/ii Continue to review issues relating to timetable information. Improve clarity and presentation of at stop timetable information. Provide Real Time information at selected stops and through the internet, WAP and SMS.	Peter Frost	01-Dec-2011	31-May-2013	09-Aug-2013 09-Aug-2013 NEW DATE CHANGE REQUEST - From 31.05.13 to 31.12.13. REASON: Data Management System was re-rendered in June 2013. Stagecoach will not be on board with the new system until 2014 but other operators should be ready to go by	0%	Overdue

Recommendation	Action	Assigned To	Original Due Date	Due Date	Note	Progress	
					<p>end of 2013. This will now be completed by 31.12.13.</p> <p>19-Jun-2013 Responsibility for provision of timetable information will pass from TVU to HBC at the end of September 2013, and the practicalities of this are still being considered. Clarity and presentation of information has been improved with the new Connect Tees Valley template. Real Time - Procurement of the Data Management System is being re-tendered in late June 2013. The majority of the signs have now been upgraded. Stagecoach will not be on board with the new system until 2014 at the earliest, but other operators should be ready to go this year.</p>		




Year 2009/10





Investigation Car Parking on Estates



Recommendation	Action	Assigned To	Original Due Date	Due Date	Note	Progress	
SCR-NS/9b That the Council explores ways of publicising the reporting arrangements and points of contact for parking problems;	SCR-NS/9b Publicity to be improved via website, Council A-Z services , and Hartlepool Connect scripted service provision.	Philip Hepburn	01-Mar-2011	31-Mar-2013	<p>09-Aug-2013 NEW DATE CHANGE REQUEST - From 31.03.13 to 31.12.13. REASON: To allow for transition between ICT contracts. This will now be completed by 31.12.13.</p> <p>18-Jan-2013 NEW DATE CHANGE REQUEST - From 31.12.12 to 31.03.13. REASON: Permit information completed but further work on appeals and blue badges required before this can be added to website. This will now be completed by 31.3.13.</p>	<p>100%</p> <p>Overdue</p>	

Year 2012/13

Investigation JSNA - Environment

Recommendation	Action	Assigned To	Original Due Date	Due Date	Note	Progress	
SCR-NS/16a/i That the following is undertaken in relation to the Environment entry: - (i) the entry is updated, edited and authorised by Hartlepool Borough Council prior to being uploaded on the Tees JSNA website, are appropriately reviewed and authorised;	SCR-NS/16a/i A response will be produced in partnership with other stakeholders, including Hartlepool Water, Housing Hartlepool and the Environment Agency. The Director for Regeneration & Neighbourhoods will view and approve the final submission	Paul Hurwood	30-Sep-2013	30-Sep-2013	10-Jul-2013 Discussions have taken place with Leon Green at the NHS who oversees the JSNA. Work is underway to revise the entry and reword/re-organise the existing entry to make it more user-friendly. External contacts, including the Environment Agency and Hartlepool Water, are being engaged to ensure that their views are incorporated into the response.	 25%	In Progress
SCR-NS/16a/ii That the following is undertaken in relation to the Environment JSNA entry: - (ii) the entry reflects the increasing need for collaborative working to deliver services that address the priorities of local communities.	SCR-NS/16a/i Relevant officers will ensure that, where their work areas overlap with those of partners, they engage with partners and other stakeholders.	Paul Hurwood	30-Sep-2013	30-Sep-2013	10-Jul-2013 The Environment Agency and Hartlepool Water have been engaged and are contributing to the revised entry.	 25%	In Progress
SCR-NS/16b/i That the potential to expand the current enforcement activity undertaken by HBC is explored: - (i) further developing collaborative working arrangements with Neighbourhood police to increase the use of enforcement powers currently available;	SCR-NS/16b/i Officers will meet with local Police teams to address local environmental issues	Craig Thelwell	31-Dec-2013	31-Dec-2013	12-Aug-2013 The environmental enforcement team now engage in monthly joint initiatives with the North Coastal community police team, these include regular FPN patrols (police and PSCO have been trained and authorised to issue these) this has meant that the geographical coverage and period of times that action can be taken has been increased. Joint actions have also been undertaken with regards to tackling the tethered horse issue and with crime and antisocial behaviour on allotments, in	 25%	In Progress

Recommendation	Action	Assigned To	Original Due Date	Due Date	Note	Progress		
					July/August 2013 a number of Allotment Watch roadshows were held at sites throughout the town.			
SCR-NS/16b/ii That the potential to expand the current enforcement activity undertaken by Hartlepool Borough Council is explored through: - (ii) potential flexible working arrangements for Council Officers;	SCR-NS/16b/ii Discussions will take place with staff, unions and partners with regard to joined up initiatives and flexible working arrangements.	Craig Thelwell	30-Sep-2013	30-Sep-2013	12-Aug-2013 Officers have been informally consulted on their views on flexible working arrangements and have expressed that they would be willing to look at any options which may be presented. Officers already have a flexible approach to enforcement action and within the current contractual obligations and in accordance with health and safety procedures do occasionally work different hours in order to tackle a particular issue.	 25%	In Progress	
SCR-NS/16b/iii That the potential to expand the current enforcement activity undertaken by Hartlepool Borough Council is explored through: - (iii) delegation of the power to issue fixed penalty notices to more Council Officers	SCR-NS/16b/iii Discussions will be held with staff, unions and partners to consider the issuing of powers to issue FPNs to more officers.	Craig Thelwell	31-Dec-2013	31-Dec-2013	12-Aug-2013 Additional members of the Waste and Environmental Services team have agreed to take on powers which will enable them to issue FPNs, these officers are currently being trained to undertake this work.	 15%	In Progress	
SCR-NS/16b/iv That the potential to expand the current enforcement activity undertaken by HBC is explored through (iv) working in conjunction with partner organisations, such as residents associations, to help reduce the problem of litter and dog fouling.	SCR-NS/16b/iv A strategy will be produced to look at options for replacing Operation Clean Sweep, with education and enforcement campaigns targeted at problem areas. Work will be undertaken to ensure that local waste carriers adopt good practices regarding their Duty of Care.	Craig Thelwell	31-Dec-2013	31-Dec-2013	12-Aug-2013 The Environmental Enforcement team are developing a new education and enforcement initiative to replace Operation Clean Sweep, it is hoped that this will be launched in the Autumn 2013.	 25%	In Progress	
SCR-NS/16c That consideration is given to splitting income	SCR-NS/16c The Council's Carbon Reduction & Energy Efficiency (CREE) Team will discuss	Denise Ogden	30-Sep-2013	30-Sep-2013	14-Aug-2013 Tenders for the latest renewable energy project (wind turbine development at Brenda	 25%	In Progress	

Recommendation	Action	Assigned To	Original Due Date	Due Date	Note	Progress		
received from the lease of land in relation to renewable energy projects between the Community Benefit Fund and the Invest to Save Scheme.		opportunities for the splitting of income from renewable energy projects to contribute to further energy efficiency and carbon reduction projects.				Road) are currently being evaluated. Once the level of income has been established, the most desirable bids will be presented to Committee, who will be asked to make a decision regarding whether income will be split.		
SCR-NS/16d That in order to help reduce fuel poverty, current and future energy saving or cost reducing schemes, are publicised as widely as possible, via methods that include all residents, by HBC and partner organisations	SCR-NS/16d	New opportunities for energy efficiency and fuel poverty promotion will be sought. Current and future energy efficiency and fuel poverty opportunities will be publicised widely.	Paul Hurwood	31-Dec-2013	31-Dec-2013	10-Jul-2013 A second Collective Energy Switching campaign is being considered for Autumn 2013. General promotions will continue in the local media, Hartbeat and Newsline. Further options for promotions and projects will be investigated as and when they arise.		In Progress
SCR-NS/16f That the use of solar panel water heaters on Council buildings is investigated	SCR-NS/16f	When systems are being renewed and upgraded the solar panel option will be considered	Colin Bolton	31-Dec-2013	31-Dec-2013	11-Jul-2013 The Building Design & Management Section consider the use of solar panels and all other forms of renewable energy systems on schemes when this is feasible and economically viable.		In Progress

Year 2012/13

Investigation JSNA - Transport


Recommendation	Action	Assigned To	Original Due Date	Due Date	Note	Progress		
SCR-NS/17d/i The Council embrace a policy in relation to the introduction of 20mph zones, whereby 'Subject to clear resident support, 20mph zones be introduced into streets (including where possible neighbouring	SCR-NS/17d/i	An article promoting the benefits of 20 mph zones will be included in the next available copy of Hartbeat. This will explain the concept of 20 mph zones, highlight the fuel efficiencies they can create and will clearly state that zones will only be implemented in areas where	Alastair Smith	31-Dec-2013	31-Dec-2013	13-Aug-2013 The process has commenced to receive requests for 20 mph zones and implementation will only begin after extensive consultation with members and residents in order to ensure full support is given. Any areas proposed will be subject to a wider study to ensure that their effectiveness is maximised.		In Progress

Recommendation	Action	Assigned To	Original Due Date	Due Date	Note	Progress		
streets to create extended zones)								
SCR-NS/17d/ii That the identification of a street, with appropriate neighbouring streets, to act as a pilot zone for the new 20mph policy be explored	SCR-NS/17d/ii	Alastair Smith	31-Dec-2013	31-Dec-2013	13-Aug-2013 The Headland Parish Council have identified the Headland as being a 'pilot' area for the introduction of a zone. Consultation with residents to be undertaken with full support from officers. Other areas will be investigated and introduced after consultation with members and residents.	40%	In Progress	
SCR-NS/17d/iii A campaign be undertaken to promote the benefits of reduced speed in the provision of fuel economy for drivers.	SCR-NS/17d/iii	Paul Robson; Paul Watson	31-Dec-2013	31-Dec-2013	13-Aug-2013 Article promoting the appropriate use of 20 mph zones and limits will appear in the September 2013 edition of Hartbeat which will highlight the road safety benefits, the environmental impact of reduced speeds, the carbon savings, community safety and health benefits.	30%	In Progress	

Year 2011/12

Investigation Private Sector Housing Schemes

Recommendation	Action	Assigned To	Original Due Date	Due Date	Note	Progress		
SCR-NS/15d That Hartlepool Borough Council explore methods to introduce and fund a Healthy Homes Scheme in conjunction with NHS	SCR-NS/15d	Karen Kelly; Damien Wilson	31-Mar-2013	31-Mar-2013	18-Mar-2013 During 12/13 funding for the project has resulted in PV panels and smart meters being fit in 5 of the empty properties that the council has purchased as part of its Empty Homes Strategy to bring long-term empty properties back	100%	Completed	

Recommendation	Action	Assigned To	Original Due Date	Due Date	Note	Progress	
Hartlepool	<ul style="list-style-type: none"> Identifying people with chronic illnesses linked to poor housing and raising standards to reduce overall cost burden Project aimed at homelessness				<p>into use. This will contribute to reduced fuel costs for the occupants of these properties and links to the affordable warmth agenda for the town. In relation to the second element of the project funding identified from the PCT and the governments Warm Homes funding has resulted in nearly 60 households receiving assistance for warmth measures - mainly through boiler replacement work but also through improvement works to windows, doors, roofs and insulation. The long-term outcomes for these households will be monitored and measured through the Housing Strategy Action Plan. Issues in relation to the health of homeless households will continue to be highlighted through the Homelessness Strategy working group.</p> <p>17-Jan-2013 With regard to the first element of the project PV panels and smart meters are being fit in 5 of the empty properties that the council has purchased. For the second element only 2 GPs responded to the letter. A further letter is to be sent out to all GPs about warm weather initiatives that the Council is pursuing and links will continue to be developed for future partnership working.</p>		
SCR-NS/15j That Hartlepool Borough Council works with the Probation Service to explore the use of Probation Service risk assessments and	SCR-NS/15j To be picked up by the Housing Advice team alongside the Probation Service	Lynda Igoe; Nicholas Stone	31-Dec-2012	31-Dec-2012	18-Jan-2013 18.01.13 A Tenancy Awareness Course training pack has been produced by Probation and has been approved for use by the Good Tenant Scheme. Good Tenant Scheme procedures are currently being rewritten to	 Completed	




Recommendation	Action	Assigned To	Original Due Date	Due Date	Note	Progress
information regarding support packages in place for ex-offenders, as part of the Good Tenant Scheme assessment					<p>allow for the successful completion of the Tenancy Awareness Course to be considered when determining membership applications to the scheme. Once this is complete consultation regarding the Tenancy Awareness Course will occur with private landlords to ensure that they are aware of and have confidence in the course and the support available to them from Probation should problems occur.</p> <p>15-Oct-2012 15.10.12 As a result of the meetings with Julie Gallant and Gemma Sparrow from the Probation Service the Good Tenant Scheme plans to introduce the Fast Forward - Tenancy Awareness Course. This is a course run by volunteers through the Probation Service which gives advice, help and training to offenders that the Probation Service is working with regarding obtaining, managing and sustaining a tenancy.</p>	

Year 2012/13
Investigation JSNA - Environment

Recommendation	Action	Assigned To	Original Due Date	Due Date	Note	Progress
SCR-NS/16e That the energy efficiency of Council buildings is a factor taken into consideration when identifying possible assets for disposal.	SCR-NS/16e Running costs are a key element of the assessment and this will include energy performance	Dale Clarke	31-Dec-2013	31-Dec-2013	14-Aug-2013 Running costs are a standard criteria considered as part of the disposal assessment criteria	 100% Completed

Year 2012/13

Investigation JSNA - Transport

Recommendation	Action	Assigned To	Original Due Date	Due Date	Note	Progress		
SCR-NS/17a A Hartlepool Bus Service - The Working Group recommended that at this point, the development of an in-house bus service would be cost prohibitive under current Local Authority economic climate.	SCR-NS/17a The Working Group recommended that at this point, the development of an in-house bus service would be cost prohibitive under current Local Authority economic climate.	Alastair Smith	30-Jun-2013	30-Jun-2013	25-Jun-2013 No further action required	 100% Completed		
SCR-NS/17b Community Travel - Members welcomed the efforts of officers' and ward members in exploring the viability of the creation of a Community Travel Club.	SCR-NS/17b Members welcomed the efforts of officers' and ward members in exploring the viability of the creation of a Community Travel Club.	Alastair Smith	30-Jun-2013	30-Jun-2013	25-Jun-2013 Community Travel Club efforts will continue	 100% Completed		
SCR-NS/17c Transport to Work - Members were advised that consideration had been given to the provision of scooters for 16-25 year olds. Taking into consideration the information provided, Officers were unable to recommend the scheme.	SCR-NS/17c Transport to Work - Members were advised that as part of the Transport to Work project, consideration had been given to the provision of scooters for 16-25 year olds. This included potential benefits, capital outlay required and implications of such a project (i.e. security issues and possible partnership arrangements with other organisations). Taking into consideration the information provided, and concern regarding potential liability issues, given accident statistics for young people of this age, Officers were unable to recommend the scheme to		30-Jun-2013	30-Jun-2013	25-Jun-2013 Action complete	 100% Completed		

Recommendation	Action	Assigned To	Original Due Date	Due Date	Note	Progress		
	<p>Members.</p> <p>The Working Group agreed that other schemes would be examined in order to consider zero contribution and maximum sustainable opportunities.</p>							

4. REQUESTED REVISIONS TO ACTION DUE DATES

4.1 The Committee is requested to agree to a revision of the completion dates for the actions detailed in **Table 1** for the reasons outlined.

Table 1 Requested Due Date Revisions

Recommendation	Action	Due Date	New Due Date	Note
SCR-NS/2a/ii That work be undertaken by the Authority to improve the infrastructure of the bus network in Hartlepool.	SCR-NS/2a/ii Continue to review issues relating to timetable information. Improve clarity and presentation of at stop timetable information. Provide Real Time information at selected stops and through the internet, WAP and SMS.	31-May-2013	31-Dec-2013	Data Management System was re-tendered in June 2013. Stagecoach will not be on board with the new system until 2014 but other operators should be ready to go by end of 2013
SCR-NS/9b That the Council explores ways of publicising the reporting arrangements and points of contact for parking problems;	SCR-NS/9b Publicity to be improved via website, Council A-Z services , and Hartlepool Connect scripted service provision.	31-Mar-2013	31-Dec-2013	To allow for transition between ICT contracts.

5. RECOMMENDATIONS

5.1 That Members:-

- (a) note progress against the agreed recommendations and explore further where appropriate; and
- (b) agree the proposed date change to the actions included in paragraph 4.1

6. REASONS FOR RECOMMENDATIONS

6.1 In order for Members to continue to monitor the progress of Scrutiny recommendations.

BACKGROUND PAPERS

- (a) Report of the Scrutiny Support Officer entitled 'Six Monthly Monitoring of Agreed Neighbourhood Services Scrutiny Forum's Recommendations' presented to the Neighbourhood Services Scrutiny Forum on 13 February 2013.

7. CONTACT OFFICER

Joan Stevens – Scrutiny Manager
Chief Executive's Department - Corporate Strategy
Hartlepool Borough Council

Tel: 01429 284142

Email: joan.stevens@hartlepool.gov.uk

NEIGHBOURHOOD SERVICES COMMITTEE

2nd September 2013



Report of: Assistant Director (Neighbourhoods)

Subject: INTRODUCTION OF PROHIBITION OF WAITING RESTRICTION IN FLAXTON STREET AND RESIDENT ONLY PERMIT PARKING SCHEME IN FLAXTON COURT.

1. TYPE OF DECISION/APPLICABLE CATEGORY

1.1 This is a non-key decision.

2. PURPOSE OF REPORT

2.1 To report on the outcome of a consultation with residents regarding proposals to introduce a prohibition of waiting restriction in Flaxton Street and a resident only permit parking scheme in Flaxton Court.

3. BACKGROUND

3.1 Flaxton Street is part of the existing town centre resident controlled permit parking zone D. Marked parking bays exist on the western side of Flaxton Street and offer dedicated parking spaces for residents between the hours of enforcement.

3.2 The parking bays in Flaxton Street do narrow the road and can at times make access difficult for on coming traffic between Lister Street and Elwick Road. This can be exacerbated when vehicles park on the unregulated eastern side of Flaxton Street and residents have complained of access difficulties, problems with congestion and have expressed concerns over road safety as a result of the inconsiderate manner some vehicles are parked.

3.3 This is further complicated by examples of drivers parking on or partially across the footpath and / or road junctions. Although this allows more access for vehicles to pass, it is at the detriment of pedestrians as the footpath and pedestrian crossing points can be obstructed.

- 3.4 Whilst any scheme to prohibit parking on the eastern side of Flaxton Street may alleviate many of the access difficulties, it is likely that many of the non resident vehicles, currently parking at this location, will merely displace into the nearest unregulated parking area. As a result, residents of Flaxton Court have also been consulted with a view to creating a resident only parking scheme in Flaxton Court.

4. PROPOSALS

- 4.1 Resident of Flaxton Street have been consulted on a proposal to create a prohibition of waiting restriction on the currently non regulated eastern side of Flaxton Street. The restriction would be applicable 24 hour 7 day per week.
- 4.2 Letters of consultation were sent to 17 properties directly affected by the proposal of which 10 residents supported the scheme. (Although supporting the scheme one business did express a need to review the new restrictions and any affect this may have on the business). There were no objections received to the proposal.
- 4.3 Residents of Flaxton Court have been consulted with regard to a resident only permit parking scheme in Flaxton Court.
- 4.4 Residents have been made aware that a permit only parking scheme would be introduced as an extension of the current scheme in Flaxton Street. The scheme would operate under the same terms and conditions of the existing Zone D resident permit scheme. Permit controlled restrictions would be applicable Mon – Sat between the hours of 8:00am – 6:00pm. Residents were sent a comprehensive explanation of the enforcement hours, permit application process and terms and conditions of use as part of the consultation process and are aware that, due to the town centre location, the annual cost of each permit will be £5.
- 4.5 Consultation took place with the 19 residential properties in Flaxton Court of which 11 letters of response were received. 8 residents supported the scheme and 3 opposed the proposal.
- 4.6 The local ward councilors were also consulted as part of the process.
- 4.7 A map showing the extent of both proposed parking restrictions are shown as **Appendix A** of this report.

5. FINANCIAL CONSIDERATIONS

- 5.1 Both the proposed prohibition of waiting restriction and the creation of a resident only parking scheme would, subject to approval, require the legal orders to be formally advertised. The cost to advertise both schemes is

estimated at £400 and would be met from the parking services operational budget.

- 5.2 Any new restrictions will need to be marked and signed in accordance with the requirements of the Traffic Signs and General Directions Order. The cost of the new markings and appropriate signs will be met from the Parking Services road marking maintenance budget.
- 5.3 Future running and maintenance costs will be met from the Parking Services operational budget but will be offset by any revenue generated from Penalty Charge Notices issued to motorists.
- 5.4 Residents of Flaxton Court will be offered permits at an annual cost of £5 per permit. This charge is consistent with other town centre residential controlled permit parking zones the authority operates.

6. LEGAL CONSIDERATIONS

- 6.1 The Parking restrictions would be controlled by legal Orders. As part of the legal process the restrictions are required to be advertised by the Head of Legal Services for a statutory period. Any objections received during the consultation period would be required to be reconsidered by this committee.

7. STAFF CONSIDERATIONS

- 7.1 Enforcement would be carried out by HBC Civil Enforcement Officers (parking) under the jurisdiction of the Traffic Management Act 2004.

8. EQUALITY AND DIVERSITY CONSIDERATIONS

- 8.1 There are no equality or diversity implications.

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

- 9.1 There are no Section 17 implications.

10. RECOMMENDATIONS

- 1) That the proposed prohibition of waiting restriction on Flaxton Street (eastern side) be approved.
- 2) That the proposed resident only permit parking scheme in Flaxton Court be approved.

3) That the Head of Legal Services be requested to advertise the necessary legal orders for consideration.

11. REASONS FOR RECOMMENDATIONS

11.1 Flaxton Street

1) To reflect the views of the majority of residents who responded to the consultation.

2) To assist with road safety concerns regarding the narrowness of the road when parked cars are present and allow enforcement action to be taken against vehicles that obstruct or park inconsiderately in contravention of the restriction.

11.2 Flaxton Court

1) To reflect the views of the majority of residents who responded to the consultation.

2) To protect residents from the likely displaced traffic currently parking in Flaxton Street.

12. BACKGROUND PAPERS

12.1 There are no background papers.

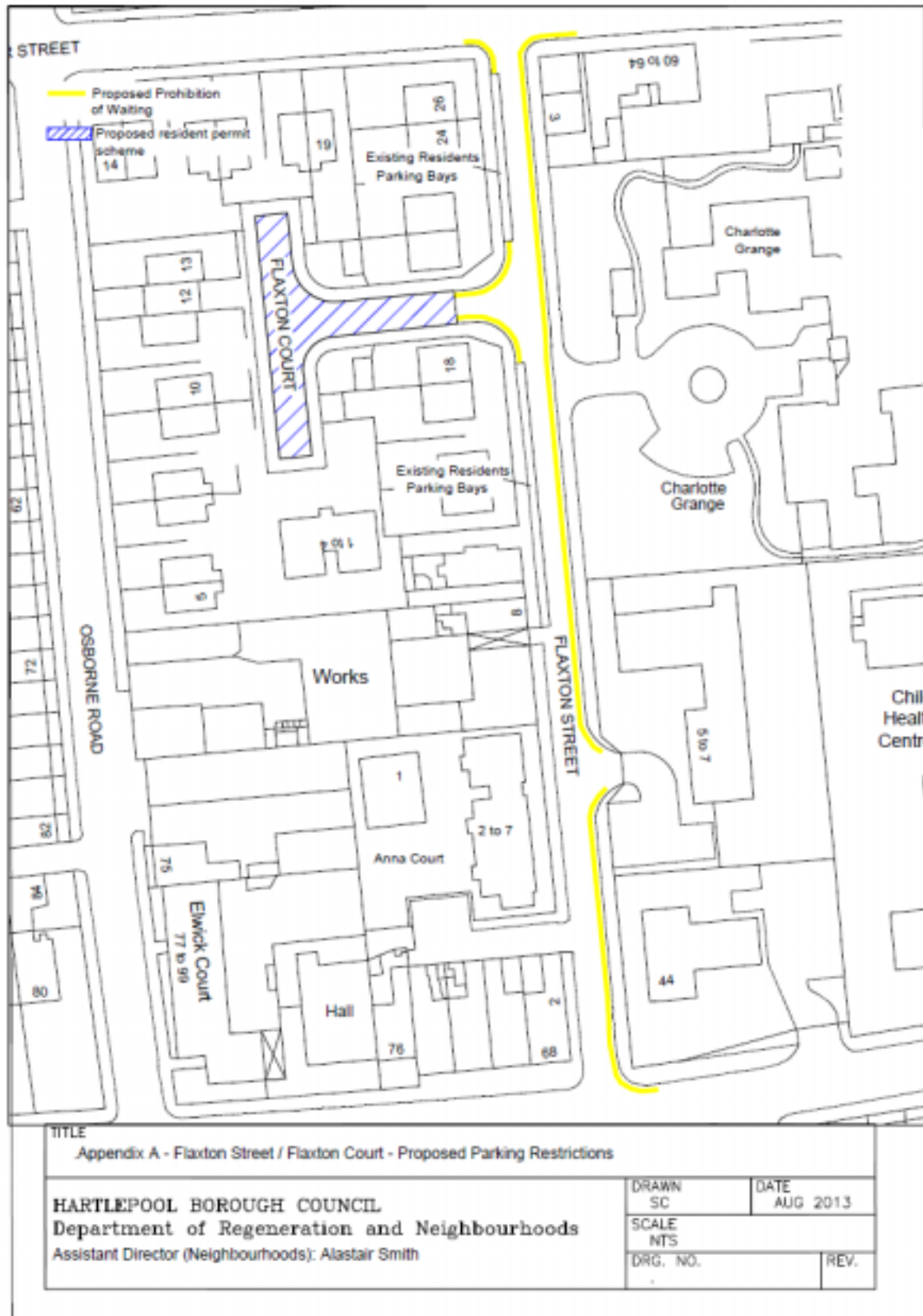
11. CONTACT OFFICER

Alastair Smith
Assistant Director (Neighbourhood)
Level 3
Civic Centre
Hartlepool
TS24 8AY

Tel: (01429) 523401
E-mail: alastair.smith@hartlepool.gov.uk

Philip Hepburn
Parking Services Manager
Church Street Offices
Hartlepool

Tel: 01429 523258
E-mail: philip.hepbum@hartlepool.gov.uk



NEIGHBOURHOOD SERVICES COMMITTEE

2nd September 2013



Report of: Assistant Director (Neighbourhoods)

Subject: PROPOSED 20 MPH SPEED RESTRICTION
SCHEME THROUGH HART VILLAGE

1. TYPE OF DECISION / APPLICABLE CATEGORY

1.1 Non-key.

2. PURPOSE OF REPORT

2.1 To seek approval, from the Neighbourhood Services Committee, for the implementation of a 20 mph speed restriction throughout Hart Village (where vehicle speeds are currently restricted to 30 mph – refer to plan, **Appendix 1**).

3. BACKGROUND

3.1 Following requests from local Ward & Parish Councillors, we were asked to consult with local residents etc, regarding the potential implementation of a 20mph speed restriction throughout Hart Village. Concerns had been raised about speeding motorists, particularly those accessing the route through the village at the north end, from the A179 (which is a 60mph limit carriageway). Some motorists appear to be exceeding the speed limit, when entering the existing 30mph zone.

3.2 Consultation letters were hand delivered, throughout Hart Village, on the 21st and 22nd of June 2013. Copies were also sent to the three Ward Councillors and the Neighbourhood Manager. The Parish Councillors are all residents within the village, and letters were also hand delivered to their properties. A copy was also sent to the Clerk of the Parish Council (who is a non-resident of the village). The consultation deadline date was Monday 22nd July 2013.

3.3 From a total of 247 residential letters, 108 replies were received (44%). The response was positively in favour of the proposal, with 83 replies (77% of the 108) supporting the scheme, and 25 replies (23%) against it.

- 3.4 Some residents have requested additional traffic calming measures, such as speed cushions, as they are of the opinion that the 20mph signage would be ignored by some drivers, and that the new speed restriction would not be enforced. However, many of the other residents, who are in favour of lowering the speed limit, are against any type of additional calming measures.
- 3.5 It is proposed the scheme would be delivered, using signage only (replacing all existing 30mph signage with 20mph signs). Any 30mph carriageway markings, will also require the appropriate alterations. New poles & 20 mph signage will also be installed on Butts Lane (to the east of Burns Close), as signage does not currently exist at this location. A small number of residents have asked for the 20mph limit to commence at the western side of Nine Acres (heading into the village, from the A179), but due to the close proximity of Nine Acres, to the 60mph by-pass carriageway, it would not be appropriate to expect vehicles to slow down from 60mph to 20mph over such a short distance.

4. FINANCIAL CONSIDERATIONS

- 4.1 This scheme would be funded via the Local Transport budget allocation from Central Government, and its estimated cost will be approximately £1,000.

5. LEGAL CONSIDERATIONS

- 5.1 Subject to approval of the scheme, Traffic Regulation Orders will be advertised, enabling members of the public to raise any additional objections.

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 The Neighbourhood Services Committee approves the proposed scheme.

9. REASONS FOR RECOMMENDATIONS

- 9.1 The scheme would provide local road safety enhancements, throughout Hart Village.

10. BACKGROUND PAPERS

- 10.1 There are no background papers.

11. CONTACT OFFICER

Alastair Smith
Assistant Director (Neighbourhoods)
Level 3
Civic Centre
Hartlepool
TS24 8AY

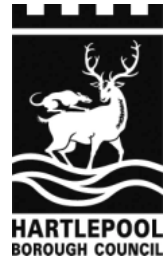
Tel: (01429) 523401
E-mail: alastair.smith@hartlepool.gov.uk

Peter Frost
Traffic Team Leader
Church Street Offices
Hartlepool

Tel: (01429) 523200
E-mail: peter.frost@hartlepool.gov.uk

NEIGHBOURHOOD SERVICES COMMITTEE

2nd September 2013



Report of: Assistant Director (Neighbourhoods)

Subject: PROPOSED RESIDENTIAL CONTROLLED PERMIT
PARKING SCHEME – SOUTH CRESCENT,
HEADLAND

1. TYPE OF DECISION/APPLICABLE CATEGORY

1.1 This is a non-key decision

2. PURPOSE OF REPORT

2.1 To report the outcome of consultation with residents of South Crescent over a proposal to introduce a resident only permit controlled parking scheme and extend some of the existing prohibition of parking restrictions in the area.

3. BACKGROUND

3.1 Residents of South Crescent submitted a petition to the local authority requesting the introduction of parking controls in order to protect the properties and provide some available parking space for residents.

3.2 South Crescent has residential properties on its western border and over looks the sea. Its close proximity to the paddling pool, slipway and pier attracts a number of visitors to the area but the limited number of available parking spaces has led to several complaints of inconsiderate parking and obstruction of access.

3.3 South Crescent is not wide enough (between Baptist Street and St Hilda's Chare) to accommodate on-street parking on both sides of the road but it could accommodate parking on one side.

3.4 South Crescent (between St Hilda's Chare and Wood Street) narrows to single lane width and is already protected by an existing Prohibition of Waiting order.

- 3.5 The petition from residents requested a formal residents only parking scheme and additional enforcement of the existing parking prohibition restrictions.
- 3.6 Although many of the parking issues are caused within the daytime, there is a belief that many of the vehicles are those of fishermen operating off the pier. They park as close to the pier as possible and this can at times cause access / obstruction issues for the residents. As this activity is tidal based, some of the parking complaints relate to times outside of the core working hours.

4. PROPOSALS

- 4.1 Residents were initially consulted on a proposal to create a permit controlled parking scheme on the eastern side (sea) of South Crescent which was less likely to have obstructed access to those properties with dropped kerb access to driveways, however the residents have expressed a preference for the permit parking controls to be directly in front of the properties on the western side of South Crescent.
- 4.2 In order to protect the remaining access it will be necessary to create a 24 hour, 7 day a week, prohibition of waiting restriction on the eastern side of South Crescent.
- 4.3 Residents have been made aware that a permit only parking scheme would be introduced as a new zone under the terms and conditions of the existing permit controlled parking zones already operating in some areas across the town. The permit controlled restrictions would be applicable Mon – Sat between the hours 8:00am – 6:00pm. Residents were sent an explanation of the enforcement hours, permit application process and terms and condition of use as part of the consultation process and are aware that the annual cost of each permit would be £20.
- 4.4 Consultation took place with those properties directly affected by the proposal and residents who had submitted the earlier petition namely those residing at 1-6 South Crescent and 32 – 33 St. Hilda's Chase. The previous petition had been submitted and signed by all the residents. The consultation received a 60% response of which all the respondents favoured the restrictions being introduced, subject to the resident permit parking being directly outside of the properties reflective of **Appendix A** of this report.
- 4.5 The local Ward Councilors were also consulted as part of the process.

5. FINANCIAL CONSIDERATIONS

- 5.1 Resident permits will be offered to residents at a cost of £20 per permit per year. This charge is consistent with other resident controlled parking zones the authority operates.
- 5.2 Subject to approval, there will be an associated advertising cost of approximately £300 to advertise the legal orders. This cost will be met from the parking services budget.
- 5.3 Any new restrictions will need to be marked and signed in accordance with the requirements of the Traffic Signs and General Directions Order. The new markings and any subsequent refreshing of the existing restrictions will be met from the Parking Services maintenance budget.

6. LEGAL CONSIDERATIONS

- 6.1 The parking restriction would be controlled by a legal order covering the extent of the permit controlled zone and prohibition of parking restrictions. As part of the legal process the proposed restrictions are required to be advertised by the Head of Legal Services for a statutory period. Any objections which may be received would be required to be reconsidered by this committee.

7. STAFF CONSIDERATIONS

- 7.1 Enforcement would be carried out by the Council's Civil Enforcement Officers (parking), under the jurisdiction of The Traffic Management Act 2004

8. EQUALITY AND DIVERSITY CONSIDERATIONS

- 8.1 There are no equality or diversity implications.

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

- 9.1 Parking difficulties in the area have in the past been the cause of some instances of vehicle obstruction, noise complaints, inconsiderate parking and in some cases damage to parked vehicles which have been reported to The Neighbourhood Policing Team. The proposed parking controls will assist with many of the problems residents have reported and should help improve the number of anti social behaviour complaints reported to the Neighbourhood Policing Team.

10. RECOMMENDATIONS

- 10.1 That the proposed resident permit scheme at South Crescent, Headland as shown in **Appendix A** of this report be approved.
- 10.2 That a prohibition of waiting restriction as shown in **Appendix A** of this report be extended to compliment the resident parking restriction and ensure vehicle access is maintained.
- 10.3 That the Head of Legal Services be asked to advertise the necessary legal orders for consideration.

11. REASONS FOR RECOMMENDATIONS

- 11.1 To reflect the views of the clear majority of residents who responded to the consultation and submitted the earlier petition.
- 11.2 To ensure a degree of parking control and parking space is available to residents.
- 11.3 That the extension of the prohibition of parking restriction maintains a degree of vehicular access at this location.

12. BACKGROUND PAPERS

- 12.1 None

13. CONTACT OFFICER

Alastair Smith
Assistant Director (Regeneration)
Level 3
Civic Centre
Hartlepool
TS24 8AY

Tel: (01429) 523401
E-mail: alastair.smith@hartlepool.gov.uk

Philip Hepburn
Parking Services Manager
Church Street Offices
Hartlepool

Tel: 01429 523258
E-mail: philip.hepburn@hartlepool.gov.uk



NEIGHBOURHOOD SERVICES COMMITTEE

2nd September 2013



Report of: Assistant Director (Neighbourhoods)

Subject: CHANGE OF NAME: BRIERTON AND CATCOTE
ALLOTMENT SITES

1. TYPE OF DECISION/APPLICABLE CATEGORY

For Information.

2. PURPOSE OF REPORT

2.1 To inform Members of the name change of Brierton and Catcote allotments, and other minor proposals, aimed at improving safety and reducing risks to members of the public and tenants on allotment sites across Hartlepool.

3. BACKGROUND

3.1 Following a fatality caused by a shed fire on a Hartlepool allotment site in 2012, the allotment team entered into discussions with the emergency services to establish whether any changes were needed to reduce risks and improve response times in an emergency situation.

3.2 A major concern that came out of the discussions was the confusion over some of the actual site locations; this appeared to revolve around the names to which they are currently referred. It was agreed that the name of the site should reflect its precise location in order that both the public and emergency services could be clear on where the incident had occurred.

3.3 The two prime examples of confusion were the Brierton allotment site, which is located on the former Brierton hospital site and the Catcote allotment site, which is located at the Summerhill Country Park. The Brierton allotment site is known locally as 'Rossmere' allotments and is also regularly confused with the Stranton allotment site, situated on the opposite side of Brierton Lane.

4. PROPOSALS

4.1 Following the discussions with the emergency services, it is proposed that the following name changes are made at the specified allotment sites:

Brierton Allotments to become known as **Rossmere Allotments**.

Catcote Allotments to become known as **Summerhill Allotments**.

4.2 It is also proposed that further minor changes are made to improve response times. These include the following:

- Site information boards; to be erected at key locations on all sites.
- Information boards to contain clear maps of the site with details of plot numbers, emergency muster points and key contact details.
- Plot numbers and hazard warning signs (if required) to be clearly displayed on each plot entrance.
- Allotment master keys to be provided to the emergency services.
- Improved signage from main roads for allotments, especially those that are more isolated.
- Audit of accessibility to establish whether emergency vehicles are able to easily access sites. This includes consideration for implementing parking restrictions and re-defining boundary lines where potential obstructions exist.

5. CONSULTATION WITH TENANTS

5.1 The allotment team contacted all tenants at Brierton and Catcote allotments to obtain their views on the proposals. Of the 68 respondents at Brierton allotments, the majority agreed to the proposals and only one person disagreed. Of the 57 respondents at Catcote allotments, all agreed to the proposals.

6. RISK IMPLICATIONS

6.1 The proposed name changes have primarily been introduced to improve the speed at which the emergency services are able to respond to an incident. Current confusion over the names of the sites has, on occasions, led to a delayed response. Failure to address this issue may impact on the future ability of the emergency services to respond effectively, which in turn could put members of the public and tenants at risk and render the Council open to severe criticism.

FINANCIAL CONSIDERATIONS

- 6.2 There are no adverse financial implications associated with these proposals. Any of the minor improvements/changes to infrastructure e.g. signposting, numbering of allotment plots, will be funded from within the existing allotment budget for 2013/14.

7. LEGAL CONSIDERATIONS

- 7.1 Hartlepool Borough Council has a statutory duty to provide an allotment service; however, there are no legal considerations associated with these proposals.

8. STAFF CONSIDERATIONS

- 8.1 There are no staffing implications associated with these proposals.

9. ASSET MANAGEMENT CONSIDERATIONS

- 9.1 The Estates Section has been consulted and has no objections to the proposals.

10. EQUALITY AND DIVERSITY CONSIDERATIONS

- 10.1 An Impact Needs Requirement Assessment (INRA) Equality Impact Assessment (EIA) and Diversity Impact Assessment (DIA) will be undertaken to identify any adverse or differential impact or unmet needs of our service users and to predict the impact any changes to the existing CCTV strategy, associated working procedures and ways of delivering services before they are implemented.

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

- 11.1 The proposals are likely to contribute to reductions in crime and anti-social behaviour.
- 11.2 Hartlepool Borough Council recognises that Community Safety affects all our lives, people, communities and organisations. People need to feel safe and this means developing stronger, confident and more cohesive communities. Community Safety includes reducing crime and disorder and tackling anti-social behaviour, offending and re-offending, domestic abuse, drug and alcohol abuse, promoting fire safety, road safety and public protection.

- 11.3 These proposals contribute towards this by enabling the emergency services specifically to respond effectively to any issues that may arise on the allotment sites; this includes issues of a criminal or anti-social nature. In addition, the notice boards will contain information/details to enable tenants and members of the public to quickly contact the correct service provider when a problem occurs.

12. RECOMMENDATIONS

- 12.1 That members note the proposed changes aimed at improving safety and reducing risks to members of the public and tenants on allotment sites in Hartlepool.

13. REASONS FOR RECOMMENDATIONS

- 13.1 The name changes at Brierton and Catcote allotments will address any confusion over site location and improve response times for the emergency services.
- 13.2 By improving information, access and signage on the allotments, it is envisaged the emergency services will go direct to the location of the emergency; thus affecting a speedier response.
- 13.3 The proposals support the Allotment Development Strategy 2010–2015, specifically the Level 2 Objective, Review Risk Management Procedures for Allotments.

14. BACKGROUND PAPERS

None.

15. CONTACT OFFICER

Alastair Smith
Assistant Director (Neighbourhoods)
Civic Centre
Victoria Road
Hartlepool
TS24 8AY
Email alastair.smith@hartlepool.gov.uk
Tel: 01429 523301

Craig Thelwell
Waste & Environmental Services Manager
1 Church Street
Hartlepool
TS24 7DS
Craig.thelwell@hartlepool.gov.uk

Tel: (01429) 523370

NEIGHBOURHOOD SERVICES COMMITTEE REPORT



Report of: Director of Regeneration and Neighbourhoods and Chief Finance Officer

Subject: QUARTER 1 – FINANCIAL MANAGEMENT REPORT

1. TYPE OF DECISION/APPLICABLE CATEGORY

For Information.

2. PURPOSE OF REPORT

2.1 The purpose of the report is to inform Members of 2013/14 forecast General Fund budget outturn for the Neighbourhood Services department and specific details for the services this Committee is responsible for.

3. BACKGROUND AND REPORTING ARRANGEMENTS 2013/14

3.1 The availability and reporting of accurate and up to date financial information will become increasingly important as future budget cuts are implemented and one-off resources are used up.

3.2 The Finance and Policy Committee will receive regular reports which will provide a comprehensive analysis of departmental and corporate forecast outturns, including an explanation of the significant budget variances. This will enable the Finance and Policy Committee to approve a strategy for addressing the financial issues and challenges facing the Council. The overall reporting timetable for submitting the 2013/14 reports to the Finance and Policy Committee are detailed in the following table:

	Date of Finance and Policy Committee
Financial Position : April 1st - 30th June	23.8.13
Financial Position : April 1st - 31st August	18.10.13
Financial Position : April 1st - 31st October	20.12.13
Financial Position : April 1st - 31st December	14.2.14

- 3.3 The first report submitted to the Finance and Policy Committee on 23rd August 2013 advised Members that there will be an overall underspend in the current year. The report also advised Members that this position reflects action taken by the Corporate Management Team to achieve underspends to help address the significant financial challenges facing the Council over the next few years. The Corporate Management Team will seek to achieve budget underspends through a combination of robust management actions, including;
- holding posts vacant, which will help reduce the number of compulsory redundancies required to balance the 2014/15 budget;
 - achieving planned 2014/15 savings earlier;
 - careful management of budgets to avoid expenditure where this does not have an adverse impact on services; and
 - savings in interest costs by taking advantage of current interest rates structures. As reported previously a comprehensive review of this area has been completed which secured a permanent budget saving of £1m from 2014/15 in interest and loan repayment costs.
- 3.4 The report advised Members that it is currently forecast there will be a total gross managed underspend of between £2.090m to £2.764m. When account is taken of one-off commitments to be funded in the current year and resources earmarked help manage the financial challenges facing the Council over the next three years, as detailed in the updated Medium Term Strategy Report for 2014/15 to 2016/17 considered by the Finance and Policy Committee on 2nd August 2013, there is a net forecast uncommitted underspend at the year end of between £19,000 and £693,000. The range reflects the impact of seasonal and demand led budgets, which are difficult to predict after only three months actual activity. At this stage it is not recommended that this amount is committed until the position is more certain for these areas. In addition, further work is needed to assess the impact of consultation proposals issued by the Government on 25th July 2013 in relation to the 2014/15 and 2015/16 Local Government Settlements and the impact this has on the MTFS forecasts.

4. 2013/14 FORECAST GENERAL FUND OUTTURN – Neighbourhood Services Committee

4.1 The following table sets out the overall budget position for the Regeneration and Neighbourhood Services department budget broken down by Committee, together with a brief comment on the reasons for the forecast outturn.

Budget	Description of Expenditure	June Projected Outturn (Adverse)/ Favourable Worst Case	June Projected Outturn (Adverse)/ Favourable Best Case	Comments
£'000		£'000	£'000	
2,466	Finance & Policy Committee	30	(20)	Staffing underspends £100k, Functions Catering deficit £90k and worst case Building Cleaning deficit £20k and Licensing income shortfall £20k.
1,965	Regeneration Committee	(20)	(70)	Favourable variance of £120k relating to the planned contribution to the Major Repairs Reserve on Social Housing. Markets income shortfall £60k and worst case £40k Development Control income shortfall which exceeds the reserve.
17,661	Neighbourhoods Committee	(220)	(410)	Waste (recycling income and falling tonnages) £210k favourable, Concessionary Fares renegotiation £100k favourable, Car Parking £120k Adverse (Rates and Income shortfall), Fleet Trading Surplus £30k. The higher forecast outturn reflects a higher potential underspends on Waste, Fleet Trading and Home to School Transport.
22,092	Total Regeneration & Neighbourhoods	(210)	(500)	

4.2 Further details of the specific budget areas this Committee is responsible for are provided in **Appendix A**.

5. RECOMMENDATIONS

5.1 It is recommended that Members note the report.

6. REASONS FOR RECOMMENDATIONS

6.1 To update the Members on the Committees forecast 2013/14 General Fund Revenue budget outturn.

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

Appendix A attached.

8. BACKGROUND PAPERS

Medium Term Financial Strategy Report referred to Finance and Policy Committee 31st May 2013 and 2nd August 2013.

Quarter 1 – Strategic Financial Management Report referred to Finance and Policy Committee 23rd August 2013.

9. CONTACT OFFICER

Denise Ogden
Director of Regeneration and Neighbourhoods
Denise.Ogden@hartlepool.gov.uk
01429 523800

Chris Little
Chief Finance Officer
Chris.little@hartlepool.gov.uk
01429 523003

REGENERATION AND NEIGHBOURHOODS

7.2 Appendix A

REVENUE FINANCIAL MONITORING REPORT FOR FINANCIAL YEAR 2013-14 - as at 30th June, 2013

Overview:

Approved 2013/2014 Budget £'000	Description of Service Area	June		Budget Holders Comments
		Projected Outturn Variance - Adverse/ (Favourable) Worst Case £'000	Projected Outturn Variance - Adverse/ (Favourable) Best Case £'000	
Neighbourhood Committee				
(24)	Cemetery and Crematoria	0	0	
417	Parks & Countryside	0	0	
33	Allotments	0	0	
17	Neighbourhood Management	0	0	
837	Neighbourhood Forum (N&C) - including Community Pool	0	0	
853	Neighbourhood Forum (S&C) - including Community Safety	0	0	
(670)	Car Parking	120	100	This projection assumes an overspend on Rates and the worst case scenario is based on a shortfall in income. This position will be closely monitored each month.
497	Engineering Services	0	0	It is possible that this area generates additional income again this year owing to the continuation of schemes which lead to a surplus in 12/13. However it is still considered to be a volatile area and it is too early to predict an outturn at this stage.
1,944	Grounds Maintenance	0	0	
1,905	Highway Maintenance and Insurance	0	0	
(210)	Highways Trading	0	0	
493	Highways Traffic & Transport Management	0	0	
1,409	ITU Passenger Transport	0	(70)	The favourable variance projected relates to potential additional grant funding received in relation to Home to School Transport budgets.
239	ITU Road Safety	0	0	
0	ITU Strategic Management	0	0	
(194)	ITU Vehicle Fleet	(30)	(40)	Projection is based on the extra income which is expected to be generated from recharging vehicles to Palm under the new Waste Collection contract.
(2)	NDORS (National Driver Offender Rehabilitation Scheme)	0	0	
1,196	Network Infrastructure	0	0	
0	Section 38's	0	0	
2,349	Sustainable Transport	(100)	(100)	Variance is as a result of a successful negotiation process with the providers where the new reimbursement methodology was not as costly as expected. Another factor was a drop in passenger numbers which is expected to continue. £100k has been offered up as part of review of pressures from 13/14 onwards and the remaining £100k is expected to be offered up from 14/15 onwards. This variance assumes the replacement bus pass provision is covered by the reserve created in 11/12.
1,769	Street Cleansing	0	0	
4,803	Waste & Environmental Services	(210)	(300)	This variance is after the agreed £90k contribution to Capital to support work at the Household Waste Recycling Centre. The favourable variance forecast relates to an underspend on Waste Disposal as the volume of residual waste continues to fall, along with a favourable variance on income collected from Recyclable materials. Further work is ongoing to assess the sustainability of income generated to date.
17,661	Neighbourhood Committee Sub Total	(220)	(410)	