

REGENERATION SERVICES COMMITTEE AGENDA



Thursday 5 December 2013

at 9.30 am

in Committee Room B,
at the Civic Centre, Hartlepool.

MEMBERS: REGENERATION SERVICES COMMITTEE

Councillors C Akers-Belcher, S Akers-Belcher, Cranney, Dawkins, Fisher, Morris and Payne.

1. **APOLOGIES FOR ABSENCE**

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

3. **MINUTES**

- 3.1 To receive the minutes of the meeting held on 12 November 2013 (*previously published*)

4. **BUDGET AND POLICY FRAMEWORK**

- 4.1 Planning Policy Framework Justification - *Assistant Director, Regeneration*

5. **KEY DECISIONS**

- 5.1 European Regional Development Fund – Hartlepool Enterprise Growth Hub – *Assistant Director, Regeneration*
- 5.2 Hartlepool Regeneration Masterplan - *Assistant Director, Regeneration*



6. OTHER ITEMS REQUIRING DECISION

- 6.1 Library Service Review – Future Service Delivery Options – *Assistant Director, Community Services*
- 6.2 Fees and Charges Review 2014/15 – *Assistant Director, Community Services*

7. ITEMS FOR INFORMATION

- 7.1 Selective Licensing: Preferred Option for Exploration - *Assistant Director, Regeneration*
- 7.2 Quarterly Housing Report July – September 2013/14 - *Assistant Director, Regeneration*
- 7.3 Quarterly Update Report for Public Protection – *Director of Public Health*

8. ANY OTHER BUSINESS WHICH THE CHAIR CONSIDERS URGENT

FOR INFORMATION:

Date of next meeting – 16 January 2014 at 9.30 am in the Civic Centre, Hartlepool.



REGENERATION SERVICES COMMITTEE

5th December 2013



Report of: Assistant Director (Regeneration)

Subject: PLANNING POLICY FRAMEWORK JUSTIFICATION

1 TYPE OF DECISION

1.1 The decision requested is to agree the Planning Policy Framework Justification document which under Part 3 of the Constitution falls within the function of the Regeneration Services Committee who has the responsibility for the formulation, development and implementation of the Policy Framework, including the plans and strategies which together comprise the Local Plan.

2 PURPOSE OF THE REPORT

2.1 The purpose of this report is to seek agreement to a Planning Policy Framework Justification document in light of the Council decision to withdraw the emerging Local Plan 2012 (deposit).

3 BACKGROUND

3.1 The Hartlepool Local Plan will be the key Development Plan Document setting out the spatial vision, strategic objectives and core policies for the Borough for the next 15 years. There is a statutory duty to prepare a Local Plan in accordance with the Planning and Compulsory Purchase Act 2004 (as amended). The Local Plan allocates land for development across the Borough, provides key infrastructure as well as protecting the most valuable environmental sites.

3.2 The former emerging Local Plan 2012 was withdrawn by a Council decision on the 17th October 2013. A timetable is being formulated for the production of a new local plan however during the development of the plan a planning policy position needs to be clarified.

3.3 In the absence of an up to date development plan the Council can rely on policies in the adopted Local Plan 2006 only where they are consistent with the National Planning Policy Framework (NPPF). In accordance with paragraph 14 of the NPPF where the 2006 plan is absent, silent or relevant policies are out-of-date permission should be granted unless any adverse

impacts of doing so would significantly and demonstrably outweigh the benefits, when assessed against the policies in the NPPF or specific policies in the NPPF indicate development should be restricted. The Planning Services Team has produced a document entitled 'Planning Policy Framework Justification' (**Appendix 1**) which highlights policies in the adopted local plan and whether they comply with the NPPF.

- 3.4 It is envisaged that the document will be used to support the determination of planning applications as it highlights which policies can be relied upon and also provides information on evidence bases which will be used to request affordable housing and the provision of onsite energy supply from decentralised and renewable or low carbon sources.
- 3.5 The document also highlights that the Council can not demonstrate a 5 year housing land supply and therefore all policies relating to the supply of housing are considered to be out of date. This in effect means that the NPPF 'presumption in favour of sustainable development' potentially allows housing to be progressed in areas which otherwise may not have been deemed as acceptable.

4. RISK IMPLICATIONS

Financial Considerations

- 4.1 The production of this Planning Policy Framework Justification document has been carried out during the daily duties of the Planning Services Team. It should be noted that there is potential for challenge regarding the securing of affordable housing or onsite energy supply from decentralised and renewable or low carbon sources as they are being sought through an evidence base and not via a policy, there would be financial implications associated with any challenge.

Legal Considerations

- 4.2 There is a statutory duty to prepare a Local Plan in accordance with the Planning and Compulsory Purchase Act 2004 (as amended). Counsel's opinion has been sought and agreement was given to the formation of a document which assesses the policies in the adopted local plan 2006 for their compliance with the NPPF which is the subject of this paper.
- 4.3 Counsel also provided advice that 'requests' for affordable housing onsite, offsite or through a financial contribution can be made on the basis that the Council has a robust evidence base to show the existence and extent of affordable housing need across the Borough. It is considered that the Council does have a robust evidence base in the form of the 'Tees Valley 2012 Strategic Housing Market Assessment Final Report'. Any contributions would also need to satisfy the Community Infrastructure Levy Regulations which specifies that planning obligations should only be sought where they meet all of the following tests:

- necessary to make the development acceptable in planning terms;
- directly related to the development; and
- fairly and reasonably related in scale and kind to the development..

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

- 5.1 The Crime and Disorder Act 1998 requires local authorities to consider crime and disorder reduction in the exercise of all their duties, activities and decision-making. The council is committed to securing safe and secure environments within the borough. Safety and security is a material consideration in planning and the emerging Local Plan contains within a policy the need for proposals to take be designed in a way which minimises crime and the fear of crime. This will be taken into account in the consideration of future planning applications.

6 RECOMMENDATION

- 6.1 The recommendation is that Members agree the document.

7 BACKGROUND PAPERS

- 7.1 The following background papers were used in the preparation of this report:-
- ‘Tees Valley 2012 Strategic Housing Market Assessment Final Report’
 - ‘Energy Supply for Decentralised and Renewable or Low Carbon Sources’ produced 2010.

8 APPENDICES

- Planning Policy Framework Justification.

9 CONTRACT OFFICERS

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Saved Policies 2006 Hartlepool Local Plan Planning Policy Framework Justification

November 2013



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1. INTRODUCTION

- 1.1 The purpose of this document is to demonstrate the current planning policy framework with regard to making decisions on planning applications currently and in the future.
- 1.2 This document should be used by all relevant parties to gain an understanding of the current planning policy situation for Hartlepool in which saved policies in the Adopted 2006 Local Plan, the National Planning Policy Framework and other material considerations should be used to make decisions with specific regard to determining planning applications in the future.

2. BACKGROUND

- 2.1 The reason for this statement arises from a series of events which took place since 2008. They are illustrated in the subsequent paragraphs below.

2006 Local Plan

- 2.2 The 2006 Local Plan was prepared in order to replace the then existing 1994 Local Plan. The 2006 Local Plan identified strategic land allocations to meet the demand and needs for new and existing housing, employment, retail, leisure etc and sought to guide and control development in the borough up to 2016. The 2006 Local Plan was prepared in accordance with the Town and Country Planning (Transitional Arrangements) (England) Regulations 2004 and not the Town and Country Planning (Regional Planning) (England) Regulations 2004.

Saved Policies of the 2006 Local Plan

- 2.3 Under the Planning and Compulsory Purchase Act 2004, unless expressly replaced by a `new` policy, `old` policies of an adopted Local Plan were automatically saved for three years from the date the Local Plan was adopted. On 13th April 2009 the Council saved the vast majority of the policies included in the 2006 Local Plan as they were assessed as being relevant and did not repeat national planning guidance at the time. The saved policies of the 2006 Local Plan were subsequently used as a basis alongside national planning policy to determine planning applications.

2013 Local Plan

- 2.4 The Council started the preliminary work of preparing a new Local Plan in January 2007 by starting to assemble an evidence base. In October 2007 The Council published an Issues & Options document and moved to Preferred Options in January 2010. A further Preferred Options document was produced in April 2010 before a Publication document was produced in February 2012.

- 2.5 At Publication stage the Council started to implement certain policies contained in the 2013 Local Plan where they held significantly more weight than existing policies in the 2006 Local Plan and/or the 2006 Local Plan was silent on the issue; including issues such as affordable housing and renewable energy provision.

- 2.6 The Local Plan was submitted to the Secretary of State in June 2012 and subject to public Hearings in January 2013 running to September 2013. The public hearings resulted in a situation where the Planning Inspector found the Local Plan sound subject to modifications.

- 2.7 At a meeting held on 17th October 2013 the Council resolved to withdraw the Local Plan under Section 22(1) of the Planning and Compulsory Purchase Act, 2004, as amended by Schedule 25 Part 17 of the Localism Act, 2011. The Council also resolved to cease to make any documents relating to the withdrawn Local Plan available.

The Current Situation

- 2.8 The withdrawal of the 2013 Local Plan placed the Council in a situation where the planning policy framework consists of saved 2006 Local Plan policies which are consistent with national policy, the guidance contained in the National Planning Policy Framework and other material considerations.

3. NATIONAL PLANNING POLICY FRAMEWORK

3.1 The National Planning Policy Framework (NPPF) was published in March 2012 along with the Planning Policy for Traveller Sites. It is a key element of the Government's reforms to make the planning system less complex and more accessible, by combining the majority of existing guidance within one overarching document. It replaced all Planning Policy Statements (PPSs), Planning Policy Guidance (PPGs) and Circulars, with the exception of PPS10 (Waste). Whilst the NPPF does not affect the status of development plans as the starting point for considering planning applications, local authorities have been encouraged to review existing Local Plans and other planning documents to ensure that they have a high level of consistency with the NPPF.

3.2 From the date of its publication, the policies contained in the NPPF have been a material consideration that local authorities need to take into account when making development decisions, and in the preparation of local planning documents. To allow for a period of transition, Councils can give weight to relevant policies adopted since 2004, even if there is a limited degree of conflict with the NPPF.

3.3 With regard to this NPPF paragraph 214 states:

"For 12 months from the day of publication, decision-takers may continue to give full weight to relevant policies adopted since 2004 (*In development plan documents adopted in accordance with the Planning and Compulsory Purchase Act 2004 or published in the London Plan) even if there is a limited degree of conflict with this Framework."*

3.4 As previously stated in section 2, the 2006 Local Plan was prepared in accordance with the Town and Country Planning (Transitional Arrangements) (England) Regulations 2004 and not the Town and Country Planning (Regional Planning) (England) Regulations 2004. As a result the Council cannot give full weight to the saved policies in the 2006 Local Plan.

3.5 However NPPF paragraph 215 goes further to state:

"In other cases and following this 12-month period, due weight should be given to relevant policies in existing plans according to their degree of consistency with this framework (the closer the policies in the plan to the policies in the Framework, the greater the weight that may be given)."

3.6 The Council's current situation therefore falls into the "in other cases" category. Paragraph 215 states that "due weight" should be given to "relevant" policies in existing plans according to their degree of consistency with the NPPF. Paragraph 215 offers a mechanism whereby the 2006 Local Plan can still be given due weight dependant upon the consistency of the policies with the NPPF.

3.7 Section 5 of this document demonstrates the 2006 Local Plan saved policies consistency with the NPPF bearing in mind the current situation in the borough.

3.8 NPPF paragraph 196 further states:

“The planning system is plan-led. Planning law requires that applications for planning permission must be determined in accordance with the development plan, unless material considerations indicate otherwise. The NPPF is a material consideration in planning decisions”

3.9 Bearing in mind NPPF paragraph 196 it is considered that other material considerations can be taken into account alongside relevant policies in the development plan (2006 Local Plan) and the NPPF. Taking this into consideration, the borough has specific policy areas where the 2006 Local Plan is silent and/or the relevant policies are out-of-date. These other material considerations, as illustrated in section 4, should be given due weight in decision making; with specific regard to determining planning applications.

4. SPECIFIC MATERIAL CONSIDERATIONS

4.1 The borough has specific policy areas where the 2006 Local Plan is silent and/or the relevant policies are out-of-date and the NPPF delegates the decision making to the development plan. The policy areas are set out below:

- Demonstrating a 5 Year Supply of Deliverable Housing Sites
- Affordable Housing
- Renewable Energy

These other material considerations should be given due weight in decision making; with specific regard to determining planning applications.

Demonstrating a 5 Year Land Supply of Deliverable Housing Sites

4.2 The Council cannot effectively demonstrate a 5 year supply of deliverable housing sites. This is a crucial consideration in establishing the future planning framework to be used in decision making, with particular regard to determining planning applications. The following paragraphs outline the Councils position with regard to the 5 year supply of deliverable housing sites.

4.3 The NPPF places great importance in the delivery of a wide choice of high quality homes. NPPF paragraph 47 states:

“To boost significantly the supply of housing, local planning authorities should:

- *Use their evidence base to ensure that their Local Plan meets the full, objectively assessed needs for market and affordable housing in the housing market area, as far as is consistent with the policies set out in this Framework, including identifying key sites which are critical to the delivery of the housing strategy over the plan period;*
- *Identify and update annually a supply of specific deliverable sites sufficient to provide five years worth of housing against their housing requirements with an additional buffer of 5% (moved forward from later in the plan period) to ensure choice and competition in the market for land. Where there has been a record of persistent under delivery of housing, local planning authorities should increase the buffer to 20% (moved forward from later in the plan period) to provide a realistic prospect of achieving the planned supply and to ensure choice and competition in the market for land;*
- *Identify a supply of specific, developable sites or broad locations for growth, for years 6-10 and, where possible, for years 11-15;”*

4.4 NPPF paragraph 48 states:

“Local planning authorities may make an allowance for windfall sites in the five-year supply if they have compelling evidence that such sites have consistently become available in the local area and will continue to provide a reliable source of supply. Any allowance should be realistic having regard to the Strategic Housing Land Availability Assessment, historic windfall delivery rates and expected future trends, and should not include residential gardens.”

- 4.5 Bearing in mind paragraphs 47 and 48 the Council has a requirement to identify a supply of deliverable sites sufficient to provide five years worth of housing against their housing requirements. As discussed in section 2, the Council submitted to the Secretary of State in June 2012 its new Local Plan and it was subject to public Hearings in January 2013 running to September 2013. The public hearings resulted in a situation where the Planning Inspector found the Local Plan sound subject to modifications.
- 4.6 As the Local Plan was withdrawn prior to adoption any policies contained in the plan are deemed to hold no weight, this includes any housing allocations contained in the Local Plan. As a result no housing allocations contained in the withdrawn Local Plan are to be included in the 5 year supply demonstration.
- 4.7 The former emerging Local Plan sought to meet a housing need established in the evidence base document "*Future Housing Provision in the Borough for the Next 15 Years*" which was published in April 2013 and as a result was not part of the actual Local Plan. Whilst the Local Plan was withdrawn the evidence behind the Local Plan was not withdrawn and is still robust and a material consideration. The "*Future Housing Provision in the Borough for the Next 15 Years*" document is a source of evidence independent of the Local Plan as a result this holds significant weight in assessing what the housing needs are over the next 15 years in the absence of an up to date Local Plan which includes appropriate housing provision.
- 4.8 In suggesting modifications to the withdrawn Local Plan, the Planning Inspector sought to assemble housing sites to broadly accord with the quantum of development proposed in the "*Future Housing Provision in the Borough for the Next 15 Years*" document. The document identified a future housing need in the borough over the next 15 years for approximately 4,800 net additional dwellings equating to an average net additional dwelling requirement of 320.
- 4.9 As a result the Council are satisfied that the 4,800 net additional dwellings equating to an average net additional dwelling requirement of 320 over 15 years is a robust and appropriate requirement. This is essentially the standard housing requirement scenario.
- 4.10 In accordance with NPPF paragraph 47 the Council accepts that there has been a record of persistent under delivery of housing. As a result there is a requirement to increase the provision over the first 5 years by an additional 20% (moved forward from later in the plan period). This is scenario 2 and is the housing requirement against which the Council is seeking to demonstrate a 5 year supply of deliverable housing sites. Table 1 illustrates the requirement scenarios.

Table 1: Housing Requirement Scenarios

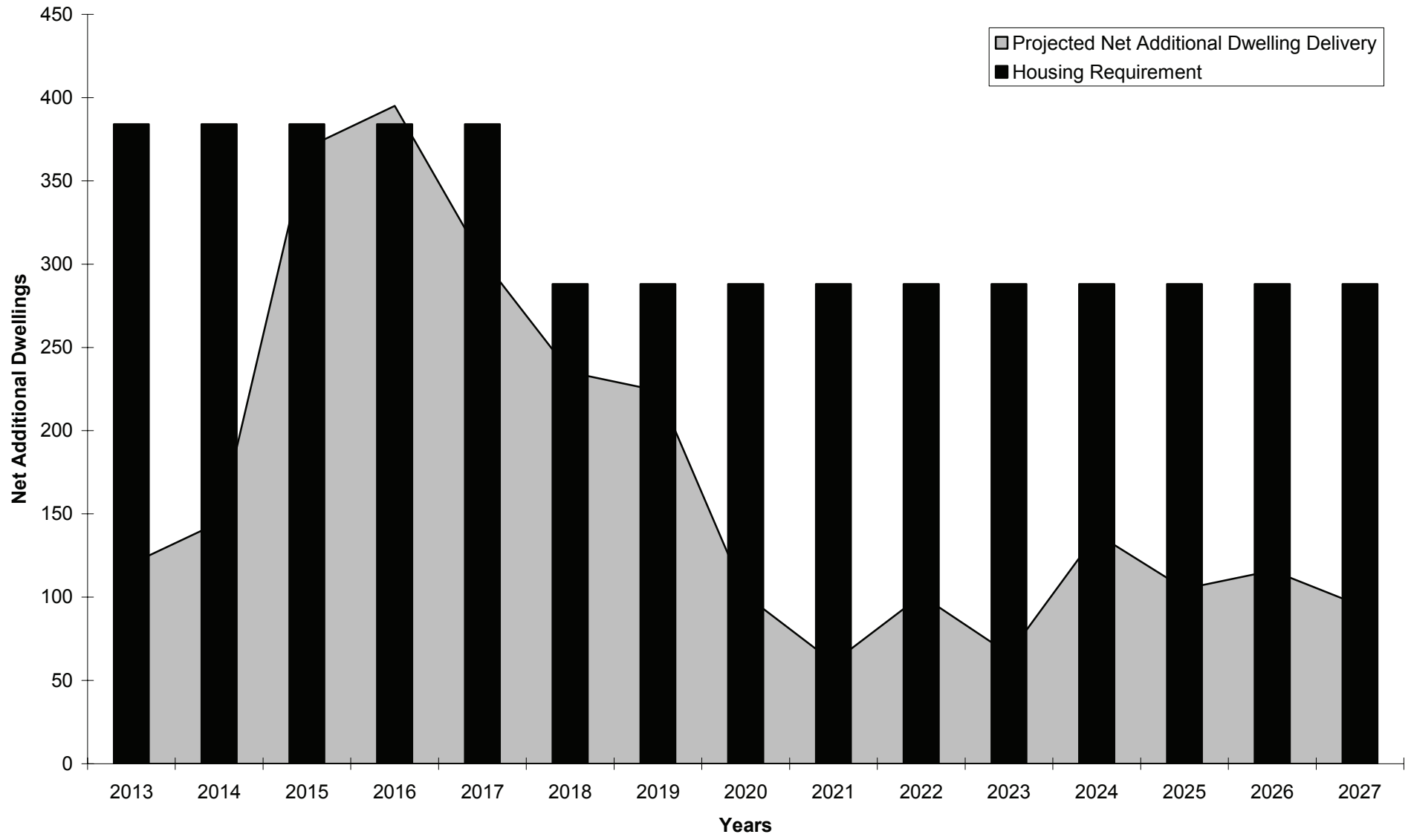
	1st 5 years	2nd 5 Years	3rd 5 Years	Total
Scenario 1 Standard	320 Annual 1,600 Total	320 Annual 1,600 Total	320 Annual 1,600 Total	4,800
Scenario 2 20% Frontloaded	384 Annual 1,920 Total	288 Annual 1,440 Total	288 Annual 1,440 Total	4,800

- 4.11 Scenario 2 is the most robust and appropriate housing requirement against which the Council will demonstrate the 5 year supply of deliverable sites.
- 4.12 In identifying sites the Council has included all deliverable (meeting the definition in NPPF footnote 11) housing sites in the borough that benefit from a residential planning permission including those where development has commenced but with further dwellings still to complete on-site. Also included are specific windfall sites that have been identified through the SHLAA process that are suitable for residential use and are assessed to be deliverable over the next 15 years.
- 4.13 As the new Local Plan was withdrawn no strategic sites outside of current development limits (such as the South West Extension or Upper Warren) can be included in the identified supply. As a result only extant planning permission and SHLAA windfall sites are the two housing provision drivers on which the borough can rely upon to deliver housing over the next 15 years at the current time.
- 4.14 Table 2 and graph 1 summarise all of the sites which contribute towards the 5 year supply.

Table 2: Summary of Demonstrating a 5 Year Supply of Deliverable Housing Sites

Housing Provision Source	Remaining	2013 Completed	2013 Remaining	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Extant Planning Permissions	2061	75	85	235	427	387	291	189	186	99	54	21	6	6	0	0	0	2061
SHLAA Windfall Sites	1214		0	0	33	48	52	86	78	42	47	120	100	172	145	156	135	1214
Total Gross Delivery	3275		160	235	460	435	343	275	264	141	101	141	106	178	145	156	135	3275
Projected Demolitions	-700		-40	-90	-90	-40	-40	-40	-40	-40	-40	-40	-40	-40	-40	-40	-40	-700
Total Net Delivery	2575		120	145	370	395	303	235	224	101	61	101	66	138	105	116	95	2575
Scenario 1 Net Additional Dwelling Provision Requirement			320	320	320	320	320	320	320	320	320	320	320	320	320	320	320	4800
Accordance			-200	-175	50	75	-17	-85	-96	-219	-259	-219	-254	-182	-215	-204	-225	-2225
5 Year Accordance			-267				-878				-1080				-2225			
Scenario 2 Net Additional Dwelling Provision Requirement			384	384	384	384	384	288	288	288	288	288	288	288	288	288	288	4800
Accordance			-264	-239	-14	11	-81	-53	-64	-187	-227	-187	-222	-150	-183	-172	-193	-2225
5 Year Accordance			-587				-718				-920				-2225			

Graph 1: Current Housing Trajectory



4.15 Table 2 and graph 1 reveals a situation where the Council cannot demonstrate a 5 year supply of deliverable housing sites to meet the housing requirement over the next 5, 10 and 15 years (scenario 2) when considering the projected gross housing delivery and the projected demolitions in the borough. Currently the Council is approximately 587 dwellings short of demonstrating a 5 year supply, which equates to a 3.5 year supply of deliverable housing sites.

4.16 With specific regard to the Council not being able to demonstrate a 5 year supply of deliverable housing sites NPPF paragraph 49 states:

“Housing applications should be considered in the context of the presumption in favour of sustainable development. Relevant policies for the supply of housing should not be considered up-to-date if the local planning authority cannot demonstrate a five-year supply of deliverable housing sites.”

4.17 The inability of the Council to demonstrate a 5 year supply of deliverable housing sites means that, in accordance with NPPF paragraph 49, any saved policies included in the 2006 Local Plan regarding the supply of housing should not be considered up-to-date.

Affordable Housing Provision

4.18 There is an existing and future need for additional affordable housing in the borough to be delivered. The need for additional affordable housing is a material consideration in decision making.

4.19 The evidence base for the affordable housing provision in the borough is detailed in the *“Tees Valley 2012 Strategic Housing Market Assessment Final Report”* which was published in May 2012 with specific regard to tables 4.20 and 4.23. In Hartlepool there is an overall need for approximately 88 affordable dwellings each year. When matched against the proposed total net annual dwelling target of 320 dwellings, this equates to a “need” delivery of 27.5%.

4.20 Although the evidence identifies a significant level of affordable housing need, the Council appreciates that providing an element of affordable housing as part of private development affects the economic viability of schemes. Bearing this in mind it is necessary to ensure that affordable housing is provided at a level that is economically viable and does not prevent development from taking place.

Renewable Energy

4.21 The Council are committed to delivering sustainable development and will seek to ensure that new development has regard to the need to reduce CO₂ emission and mitigate against the impacts of climate change through providing a minimum of 10% of the developments energy needs from renewable and/or decentralised resources.

4.22 In November 2010 the Council produced an evidence paper called *“Energy Supply from Decentralised and Renewable or Low Carbon Sources”* which relates to providing an on site energy supply from decentralised and renewable or low carbon sources. The evidence paper reviews European, National, Regional and local guidance along with particular reports that formed part of the Regional Spatial Strategy evidence base, to ascertain the overarching aim of RSS policy 38 and why the 10% requirement on major developments was originally set.

- 4.23 The background paper concluded that the RSS evidence and policy which was tested at examination in public in 2006 were justifiable and that a similar approach was appropriate within Hartlepool. The Council consider that the application of the 10% requirement should only apply to major applications, some smaller scale developers may see the requirement as an undue burden, however major developments that are more likely to have a significant increase in CO₂ emissions are likely to have greater profit margins and therefore the 10% requirement is considered acceptable as it should not have a significant financial impact upon build costs that can not be off set against profit margins. As indicated in European Directive 2001/77/EC as more renewable energy technologies are used, the price will fall due to economies of scale.
- 4.24 NPPF paragraphs 93, 94, 95 96 and 97 are paramount in ensuring that development meets the challenge of climate change. The on site renewable energy requirement is part of the Council's proactive strategy to mitigate and adapt to climate change as required by NPPF paragraph 94, furthermore the on site renewable energy provision ensures that Hartlepool takes responsibility and contributes to meeting EU and government targets in providing energy from renewable or low carbon sources as per NPPF paragraph 97.
- 4.25 Notwithstanding the above where it can be proven that it is not viable and would place undue burden on the development to derive a minimum of 10% of the energy needs from renewable and/or decentralised resources, a lower percentage may be considered acceptable and/or the development should seek to make up any shortfall through additional energy efficiency measures in building construction and layout.

5. 2006 LOCAL PLAN POLICIES NPPF CONSISTENCY

5.1 Table 3 below summarises the saved 2006 Local Plan policies and illustrates their consistency with the National Planning Policy Framework (NPPF) in terms of full, partial or not consistent. The full discussion of the policies is contained in appendix 1.

Table 3: 2006 Local Plan Saved Policies NPPF Consistency

Policy	Full	Partial	Not
Gen Environmental			
GEP1		x	
GEP2	x		
GEP3	x		
GEP7	x		
GEP9		x	
GEP10	x		
GEP12	x		
GEP16	x		
GEP17	x		
GEP18	x		
Industry & Business			
IND1	x		
IND2			x
IND3	x		
IND4		x	
IND5		x	
IND6	x		
IND7			x
IND8	x		
IND9	x		
IND10	x		
IND11	x		
Retail & Commercial			
COM1	x		
COM2	x		
COM3	x		
COM4	x		
COM5	x		
COM6	x		
COM7			x
COM8			x
COM9		x	
COM10		x	
COM12	x		
COM13		x	
COM14	x		
COM15		x	
COM16	x		
Tourism			
TO1	x		
TO2	x		
TO3	x		
TO4	x		
TO6	x		
TO8	x		
TO9	x		
TO10	x		
TO11	x		
Housing			
HSG1	x		
HSG2			x
HSG3			x
HSG4			x
HSG5			x
HSG6			x
HSG7			x
HSG9		x	
HSG10	x		
HSG11	x		
HSG12	x		
HSG13			x
HSG14			x
Transport			
TRA1	x		
TRA2	x		
TRA3	x		
TRA4	-	-	-
TRA5	x		
TRA7	x		
TRA9	x		
TRA10	x		
TRA11		x	
TRA12		x	
TRA13		x	
TRA14		x	
TRA15	x		
TRA16	x		
TRA17	x		
TRA18	x		
TRA20	x		
Public & Community			
PU3	x		
PU6	x		
PU7	x		
PU10	-	-	-
PU11	-	-	-
Dev Constraints			
DCO1	x		
Recreation & Leisure			
REC1	x		
REC2	x		
REC3	x		
REC4	x		
REC5	x		
REC6	x		
REC7	x		
REC8	x		
REC9		x	
REC10	x		
REC12	x		
REC13	x		
REC14	x		
Green Network			
GN1	x		
GN2	x		
GN3	x		
GN4	x		
GN5	x		
GN6	x		
Wildlife			
WL2	x		
WL3	x		
WL5	x		
WL7	x		
Historic Environment			
HE1	x		
HE2	x		
HE3	x		
HE6	x		
HE8	x		
HE12	x		
HE15	x		
Rural Area			
RUR1		x	
RUR2		x	
RUR3		x	
RUR4	x		
RUR5		x	
RUR7	x		
RUR12			x
RUR14	x		
RUR15	x		
RUR16	x		
RUR17	x		
RUR18	x		
RUR19	x		
RUR20	x		
Minerals			
MIN1	-	-	-
MIN2	-	-	-
MIN3	-	-	-
MIN4	-	-	-
MIN5	-	-	-
Waste			
WAS1	-	-	-
WAS2	-	-	-
WAS3	-	-	-
WAS4	-	-	-
WAS5	-	-	-
WAS6	-	-	-

- 5.2 Of the 136 saved policies in the 2006 Local Plan the vast majority of the policies were assessed to be in full or partial consistency with the NPPF with only 13 found to not be consistent with the NPPF. The following paragraphs identify the specific chapters in the 2006 Local Plan and illustrate their overall consistency with the NPPF.

General Environmental Principles

- 5.3 All of the GEP policies are in full or partial consistency with the NPPF. The main issue is regard to policy GEP1 is whereby it seeks to restrict development to within the urban limits, this is not a requirement of the NPPF. Furthermore the Council cannot currently demonstrate a 5 year supply of deliverable housing sites (see section 4) in accordance with NPPF paragraph 47, therefore until such a time that a 5 year land supply can be demonstrated, full weight cannot be given to policies which seek to restrict additional housing provision based upon the extent of the urban fence.
- 5.4 Policy GEP9 is only partially consistent with the NPPF. The policy is not fully consistent with the NPPF as it is seeking to secure contributions towards acquisition and demolition of surplus housing stock and housing improvements in low demand housing areas in accordance with policy Hsg5. Hsg5 is not in conformity with the NPPF and as a result this type of contribution cannot be secured. However with regard to all other contributions advocated in the policy there securing is consistent with the NPPF.

Industrial and Business Development

- 5.5 All of the IND policies are in full or partial consistency with the NPPF in general with the exception of policies IND2 relating to the allocation at North Burn and IND7 relating to North of Seaton Channel which are not consistent with the NPPF.

Retail, Commercial and Mixed Use Development

- 5.6 All of the COM policies are in full or partial consistency with the NPPF in general with the exception of policies COM7 relating to Tees Bay and COM8 relating to shopping development which are not consistent with the NPPF and COM9 which is substantially not consistent.
- 5.7 Policy COM9 which concerns main town centre uses is substantially not consistent with the NPPF with the exception of the hierarchy of centres proposed and the references to travel plans. As a result NPPF paragraphs 24, 25, 26 and 27 should be used to determine planning applications relating for main town centre uses based on the hierarchy of centres established in policy COM9, with weight given to the need to prepare Travel Plans and Planning Conditions where relevant.

Tourism

- 5.8 All TO policies are consistent with the NPPF.

Housing

- 5.9 A high number of the HSG policies are not consistent with the NPPF as the Council cannot currently demonstrate a 5 year supply of deliverable housing sites in accordance with NPPF paragraph 47; as a result weight cannot be given to policies which seek to restrict additional housing provision.
- 5.10 The Council's situation with regard to the 5 year land supply is illustrated in section 4 and in appendix 1. As a result the NPPF as a whole should be used as a basis to determine future additional housing applications in the borough alongside 2006 Local Plan policies HSG9, HSG10, HSG11 and HSG12, which purely relate the design of additional housing development. Other 2006 Local Plan policies will apply depending upon the site specifics and location of the proposed development.

Transport

- 5.11 All TRA policies are fully or partially consistent with the NPPF. The only issue with regard to partially consistent policies is the references made in the policies to employment allocations which themselves are partially or not consistent with the NPPF.

Public Utility and Community Facilities

- 5.12 PU policies are consistent with the NPPF with the exception of policies PU10 and PU11 which are no longer applicable as the site has been fully developed in accordance with the policy criteria.

Development Constraints

- 5.13 The DCO policy is consistent with the NPPF.

Recreation and Leisure

- 5.14 REC policies are consistent with the NPPF in general with the exception of policy REC9 which is partially consistent as it does not give any flexibility to allow proposals which may bring significant other benefits, for example in terms of economic development.

The Green Network

- 5.15 All GN policies are consistent with the NPPF.

Wildlife

- 5.16 All the GN policies are consistent with the NPPF.

Conservation of the Historic Environment

- 5.17 All the HE policies are consistent with the NPPF.

The Rural Area

- 5.18 Many of the RUR policies are not consistent with the NPPF as the Council cannot currently demonstrate a 5 year supply of deliverable housing sites (see section 4) in accordance with NPPF paragraph 47; full weight cannot be given to policies which seek to restrict additional housing provision.

5.19 The Council's situation with regard to the 5 year land supply is illustrated in section 4 and in appendix 1. As a result the NPPF as a whole should be used as a basis to determine future additional housing applications in the borough, with particular regard to the countryside and rural area alongside 2006 Local Plan policies HSG9, HSG10, HSG11 and HSG12, which purely relate the design of additional housing development. Other 2006 Local Plan policies will apply depending upon the site specifics and location of the proposed development.

Minerals

5.20 The MIN policies are no longer applicable as the policies have been superseded by the policies contained in the Tees Valley Minerals and Waste Development Plan Documents.

Waste

5.21 The WAS policies are no longer applicable as the policies have been superseded by the policies contained in the Tees Valley Minerals and Waste Development Plan Documents.

2006 Local Plan Policies NPPF Consistency Conclusion

5.22 As illustrated in table 3 the majority of the policies contained in the 2006 Local Plan are fully or partially consistent with the NPPF. Where policies are fully consistent they are to be given full weight in decision making, however where policies are partially consistent due weight will be given having regard to relevant paragraphs in the NPPF. Where policies are not consistent with the NPPF they are given no weight in decision making and the relevant paragraphs in the NPPF will be used to determine planning applications.

5.23 As a result where decision making is required in most cases a combination of the existing 2006 Local Plan and the relevant paragraphs in the NPPF will be used as a policy framework until the Council moves forward the preparation of a new Local Plan to a sufficient stage where emerging policies can be given due weight. Bearing this in mind, this document will be regularly updated to take into consideration any relevant changes.

6. PLANNING FRAMEWORK CONCLUSION

6.1 The withdrawal of the 2013 Local Plan placed the Council in a situation where the planning framework consists of:

- Saved 2006 Local Plan policies,
- Guidance contained in the National Planning Policy Framework, and;
- Other material considerations.

Saved 2006 Local Plan Policies & National Planning Policy Framework

6.2 Table 3 illustrates the saved 2006 Local Plan policies and their consistency with regard to the National Planning Policy Framework (NPPF) with appendix 1 detailing each saved policy and guidance relating to its consistency with the NPPF. In instances where the plan is not fully consistent with the NPPF appendix 1 outlines which NPPF paragraph numbers should be used in decision making with specific regard to determining planning applications.

Material Planning Considerations

6.3 The borough has specific policy areas where the 2006 Local Plan is silent and/or the relevant policies are out-of-date and the NPPF delegates the decision making to the development plan. These other material considerations are:

- **Demonstrating a 5 Year Supply of Deliverable Housing Sites**
The inability of the Council to demonstrate a 5 year supply of deliverable housing sites means that, in accordance with NPPF paragraph 49, any saved policies included in the 2006 Local Plan regarding the supply of housing should not be considered up-to-date.
- **Affordable Housing**
There is a need to deliver 27.5% affordable housing as part of residential developments.
- **Renewable Energy**
There is a need to provide a minimum of 10% of the developments energy needs from renewable and/or decentralised resources.

Summary Conclusion

6.3 As a result, where decision making is required, in most cases a combination of the existing 2006 Local Plan, the relevant paragraphs in the NPPF and other material considerations will be used as a planning framework until the Council moves forward the preparation of a new Local Plan to a stage where emerging policies can be given due weight.

6.4 Bearing this in mind, this document will be regularly updated to take into consideration any relevant changes.

Appendix 1: 2006 Local Plan Saved Policies / NPPF Accordance

Table A: General Environmental Principles

2006 LP Saved Policy	Full	Partial	Not	Relevant NPPF Paragraph	Comments
General Environmental Principles					
GEP1		x		6, 7, 8, 9, 10, 14, 15, 17, 30, 32, 34, 35, 37, 43, 49, 50, 53, 55, 56, 57, 58, 60, 61, 63, 64, 65, 67, 69, 70, 72, 73, 75, 93, 94, 95, 99, 100, 101, 102, 103, 104, 109, 110, 111, 112, 114, 115, 116, 117, 118, 119, 120, 121, 123, 124, 125, 126, 128, 129, 131, 132, 133, 135, 136, 137, 138, 139, 140, 144, 148, 149, 150, 151, 152, 154, 156, 157, 203, 204, 205.	<p>The policy seeks to contribute towards sustainable development. The policy covers a lot of key areas that all seek to provide sustainable development, the policy seeks to ensure that development is located in the right place and is of high quality design and does not have a detrimental impact upon amenity.</p> <p>The policy is only partially compliant as it seeks to restrict development to within the urban limits, this is not a requirement of the NPPF. Furthermore the Council cannot currently demonstrate a 5 year supply of deliverable housing sites in accordance with NPPF paragraph 47, therefore until such a time that a 5 year land supply can be demonstrated, full weight cannot be given to policies which seek to restrict additional housing provision based upon the extent of the urban fence.</p>
Access For All					
GEP2	x			6, 7, 8, 9, 10, 14, 15, 17, 29, 30, 31, 32, 34, 35, 37, 39, 40, 49, 50, 56, 57, 58, 64, 67, 69, 70, 75, 95, 150, 151, 152,	The policy seeks to contribute towards sustainable development. The policy seeks to ensure that all development is accessible to all users in particular those with disabilities and the less able bodies, thus ensuring that development is sustainable as it provides for the population now and in the future.
Crime Prevention by Planning and Design					
GEP3	x			6, 7, 8, 9, 10, 14, 15, 17, 20, 21, 49, 50, 55, 56, 57, 58, 61, 64, 67, 69, 70, 150, 151, 152.	The policy seeks to contribute towards sustainable development. The policy seeks to ensure that development does not lead to an increase in crime and anti social behaviour and where possible it should reduce such instances. The policy states that safety should be taken into account when designing a scheme.
Frontage of Main Approaches					
GEP7	x			6, 7, 8, 9, 10, 14, 15, 17, 20, 21, 29, 30, 31, 41, 49, 56, 58, 61, 64, 70, 93, 150, 151, 152,	The policy seeks to contribute towards sustainable development. The policy seeks to protect and enhance the main approaches within the borough, to assist in improving the overall quality of the borough. The policy sets out key main approaches that are of particular importance to Hartlepool.

2006 LP Saved Policy	Full	Partial	Not	Relevant NPPF Paragraph	Comments
Developers Contributions					
GEP9		x		6, 7, 8, 9, 10, 14, 15, 17, 150, 151,152, 203, 204, 205.	<p>The policy is partially consistent with the NPPF. The policy seeks contributions from developers for the provision of additional works deemed to be required as a result of the development. The policy sets out the types of contributions which may be required. All of these, with the exception of one, are in conformity with the NPPF.</p> <p>The policy however is not in accordance with the NPPF where it requests contributions for:</p> <p>i) The acquisition and demolition of surplus housing stock and housing improvements in low demand housing areas (see policies Hsg6 and Hsg5) – As these two policies are not in conformity with the NPPF, this element of GEP9 is therefore not compliant.</p>
Provision of Public Art					
GEP10	x			6,7, 8, 9, 10, 14, 15, 17, 21, 49, 56, 57, 58, 60, 63, 69, 151, 152	The policy seeks to contribute towards sustainable development. The policy seeks to add to the overall quality and distinctiveness of the borough through the provision of bespoke public art.
Trees, Hedgerows and Development					
GEP12	x			6, 7, 8, 9, 14, 15, 17, 20, 49, 50, 56, 57, 58, 61, 64, 69, 70, 93, 114, 150,151,152, 203, 206.	The policy seeks to contribute towards sustainable development. The policy seeks to protect trees and hedgerows that currently add to the quality of the environment. The policy also encourages further tree planting as part of a scheme.
Untidy Sites					
GEP16	x			6, 7, 8, 9, 10, 14, 15, 17, 20, 21, 57, 150,151,152, 207	The policy seeks to contribute towards sustainable development. The policy sets out Council's desires and powers but it does not specifically link to development proposals. The overall aim of the policy is in accordance with the thread of the NPPF that is to create sustainable development and thus quality environments.
Derelict Land Reclamation					
GEP17	x			6, 7, 8, 9, 10, 14, 15, 17, 20, 21, 109, 111, 150,151,152,	The policy seeks to contribute towards sustainable development. The policy sets out Council's desires but it does not specifically link to development proposals. The overall aim of the policy is in accordance with the thread of the NPPF that is to create sustainable development and thus quality environments.

2006 LP Saved Policy	Full	Partial	Not	Relevant NPPF Paragraph	Comments
Development on Contaminated Land					
GEP18	x			6,7,8 9, 14, 15, 17, 109, 110, 111,120,121,122, 150,151,152,	The policy seeks to contribute towards sustainable development. The policy encourages development on contaminated land as it is a positive measure to remove the contamination.

Table B: Industrial and Business Development

2006 LP Saved Policy	Full	Partial	Not	Relevant NPPF Paragraph	Comments
Wynyard Business Park					
IND1	x			6, 7, 8, 9, 10, 14, 15, 17, 18, 19, 20, 21, 22, 36, 57, 58, 109, 126 150, 151, 152, 203, 204, 205.	<p>The policy seeks to contribute towards sustainable development. The policy is consistent with the NPPF. It allocates land for a prestige business park that supports sustainable economic growth. This site is fully committed for this use with a full planning permission for business use for the full site. The wider Wynyard Park area has a proven track record of attracting inward investment and development. (meets paragraphs 18, 19, 20, 21, 22).</p> <p>The policy also provides criteria to protect areas of historic and natural interest (109 and 126) , to provide high quality landscaping and or woodland planting (57), high quality design (57 and 58), the landscaping of car parking areas and that travel plans should be prepared (36).</p>
North Burn Electronics Components Park					
IND2			x	6, 7, 8, 9, 10, 14, 15, 17, 18, 19, 20, 21, 22, 31, 36, 57, 58, 109, 126 150, 151, 152, 203, 204, 205.	<p>The policy is not consistent with the NPPF. It allocates land for a prestige business park there is currently no planning permission in place and there is substantial infrastructure costs associated with developing the site. In this respect the site does not meet paragraph 22 as, on current evidence, there is no reasonable prospect on the site being developed.</p>
Queens Meadow Business Park					
IND3	x			6, 7, 8, 9, 10, 14, 15, 17, 18, 19, 20, 21, 22, 36, 57, 58 150, 151, 152, 203, 204, 205.	<p>The policy seeks to contribute towards sustainable development. The policy is consistent with the NPPF. It allocates land for a business park that supports sustainable economic growth. The business park has attracted development over the years and is a key part of the portfolio of the sites that make up the Boroughs employment land offer (the policy meets paragraphs 18, 19, 20, 21, 22).</p> <p>The policy also provides criteria to ensure high quality landscaping and or woodland planting (57), high quality design (57 and 58), the landscaping of car parking areas and that travel plans should be prepared (36).</p>

2006 LP Saved Policy	Full	Partial	Not	Relevant NPPF Paragraph	Comments
Higher Quality Industrial Estates					
IND4		x		6, 7, 8, 9, 10, 14, 15, 17, 18, 19, 20, 21, 22, 36, 57, 58, 61 150, 151, 152, 203, 204, 205.	<p>The policy seeks to contribute towards sustainable development. The policy is partially consistent with the NPPF. It allocates three sites for higher quality industrial development that supports sustainable economic growth.</p> <p>Two of the sites, Sovereign Park and Park View West have attracted development over the years and are an important part of the portfolio of the sites that make up the Boroughs employment land offer. They meet paras 18.19, 20, 21 and 22. However the site at Golden Flatts has no planning permission and has had no developer interest and thus does not meet paragraph 22. The Golden Flatts site was recommended for de-allocation in the Employment Land Review 2008 for this reason.</p> <p>The policy also provides criteria to ensure landscaping is provided, particularly on road frontages (57 and 58), that buildings are provided with a high quality finish (61), the landscaping of car parking areas and that travel plans should be prepared (36).</p>

2006 LP Saved Policy	Full	Partial	Not	Relevant NPPF Paragraph	Comments
Industrial Areas					
IND5		x		6, 7, 8, 9, 10, 14, 15, 17, 18, 19, 20, 21, 22, 57, 58, 150,151,152, 203, 206.	<p>The policy seeks to contribute towards sustainable development. The policy is partially consistent with the NPPF. It allocates eleven sites for employment/industrial development that supports sustainable economic growth. The following sites are fully committed or are developing and building out and meet all requirements of NPPF (18, 19, 20, 21, 22):</p> <ul style="list-style-type: none"> • Oaksway, • Longhill/Sandgate, • Usworth Road, • Brenda Road East, • South works • Tofts Farm East/Hunter House • Brenda Road West • Graythorpe Industrial Estate • Graythorpe Yard • Zinc Works Road • Former Centura Foods site <p>However the former centura foods site has now been cleared and there is little reasonable prospect of this site being used for employment uses, particularly given the constraints associated with the site and therefore not consistent with paragraph22.</p> <p>The policy also provides criteria to ensure a high quality of design and landscaping is provided for development fronting main approach roads and estate roads (57 and 58).</p>
Bad Neighbour Uses					
IND6	x			6, 7, 8, 9, 10, 14, 15, 17, 18, 19, 20, 123, 150,151,152,	<p>The policy seeks to contribute towards sustainable development. The policy is consistent with the NPPF (18, 19, 20, 123). The policy seeks to identify an area for bad neighbour uses in order to prevent the spread of untidy uses into more sensitive industrial areas.</p>

2006 LP Saved Policy	Full	Partial	Not	Relevant NPPF Paragraph	Comments
Port Related Development					
IND7			x	6, 7, 8, 9, 10, 14, 15, 17, 18, 19, 20, 21, 22, 109, 113, 114, 117, 118, 150, 151, 152,	<p>The policy is not consistent with the NPPF and allocates a site at North of Seaton Channel for Port Related Development. Work on the emerging local plan led to this land being re-allocated to general employment land as it was deemed unsuitable (objections from Natural England) for Port Related due to effects on the SPA if it was to be used for port related uses (jetties would need to be constructed on the SPA mudflats) (does not comply with 109 and 114).</p> <p>Also there is no planning permission on any part of the site and there has been no developer interest in the site. (does not comply with 22).</p>
Industrial Improvement Areas					
IND8	x			6, 7, 8, 9, 10, 14, 15, 17, 19, 20, 21, 58, 150, 151, 152,	The policy seeks to contribute towards sustainable development. The policy is consistent with the NPPF and looks to improve the environment of industrial areas.
Potentially Polluting or Hazardous Developments					
IND9	x			6, 7, 8, 9, 10, 14, 15, 17, 18, 19, 20, 21, 22, 113, 114, 117, 118 120, 122, 124, 150, 151, 152,	<p>The policy seeks to contribute towards sustainable development. The policy is consistent with the NPPF (18, 19, 20, 21, 22). It allocates land for potentially polluting or hazardous developments that supports sustainable economic growth. Two of the sites are fully committed for this use and the third one North of Graythorp is partially developed. Some of the bodies referenced in the policy text are out of date i.e English Nature is now Natural England and the Nuclear Installations Inspectorate is now Office for Nuclear Regulation.</p> <p>The policy also cross references to the criteria of policy WL2 and this element is also compliant with NPPF (113, 114, 117 & 118)</p>
Underground Storage					
IND10	x			6, 7, 8, 9, 10, 14, 15, 17, 18, 19, 109, 113, 114, 117, 118 120, 122, 124, 150, 151, 152,	<p>The policy seeks to contribute towards sustainable development. The policy is consistent with the NPPF. The policy is concerned with underground storage in disused brine cavities. Some of the bodies referenced in the policy text are out of date i.e. English Nature is now Natural England and the Nuclear Installations Inspectorate is now Office for Nuclear Regulation.</p> <p>The policy also cross references to the criteria of policy WL2 and this element is also compliant with NPPF (113, 114, 117 & 118) and to protect the aquifer and watercourses (109).</p>

2006 LP Saved Policy	Full	Partial	Not	Relevant NPPF Paragraph	Comments
Hazardous Substances					
IND11	x			6, 7, 8, 9, 10, 14, 15, 17, 18, 19, 113, 114, 117, 118, 120, 121, 122, 124, 150, 151,152,	<p>The policy seeks to contribute towards sustainable development. The policy is consistent with the NPPF and is concerned with proposals that involve hazardous substances.</p> <p>The policy also cross references to the criteria of policy WL2 and this element is also compliant with NPPF (113, 114, 117 & 118).</p>

Table C: Retail, Commercial and Mixed Use Development

2006 LP Saved Policy	Full	Partial	Not	Relevant NPPF Paragraph	Comments
Development in the Town Centre					
COM1	x			6, 7, 8, 9, 10, 14, 15, 17, 23, 150, 151, 152, 156	The policy seeks to contribute towards sustainable development. The policy is consistent with the NPPF. The policy establishes a hierarchy of centres and defines the extent of the town centre.
Primary Shopping Area					
COM2	x			6, 7, 8, 9, 10, 14, 15, 17, 23, 56, 57, 61, 150, 151, 152, 156	The policy seeks to contribute towards sustainable development. The policy is consistent with the NPPF. The policy defines the primary shopping area.
Primary Shopping Area – Opportunity Site					
COM3	x			6, 7, 8, 9, 10, 14, 15, 17, 23, 56, 57, 61, 150, 151, 152, 156, 203, 204, 205.	The policy seeks to contribute towards sustainable development. The policy is consistent with the NPPF.
Edge of Town Centres					
COM4	x			6, 7, 8, 9, 10, 14, 15, 17, 23, 56, 57, 61, 123, 150, 151, 152, 156	The policy seeks to contribute towards sustainable development. The policy is consistent with the NPPF. The policy establishes a hierarchy of centres and defines the edge of centre areas.
Local Centres					
COM5	x			6, 7, 8, 9, 10, 14, 15, 17, 23, 56, 57, 61, 123, 150, 151, 152, 156	The policy seeks to contribute towards sustainable development. The policy is consistent with the NPPF. The policy establishes a hierarchy of centres and defines the local centres in the borough.
Commercial Improvement Areas					
COM6	x			6, 7, 8, 9, 10, 14, 15, 17, 20, 56, 57, 58, 61, 69, 123, 150, 151, 152,	The policy is consistent with the NPPF. The policy seeks to contribute towards sustainable development in the commercial areas through seeking to improve the built environment of the commercial areas.

2006 LP Saved Policy	Full	Partial	Not	Relevant NPPF Paragraph	Comments
Tees Bay Mixed Use Site					
COM7			x	6, 7, 8, 9, 10, 14, 15, 17, 21, 23, 24, 30, 32, 150, 151, 152, 203, 204, 205.	<p>The policy is not consistent with the NPPF. The policy establishes Tees Bay as being outside the hierarchy of centres but plans to support the existing business sectors already located there. The policy is not consistent as it is seeking to:</p> <p>(i) Ensure development should accord with policy COM8 which is considered as not consistent with the NPPF.</p> <p>As a result it is considered that the policy is not used to determine planning applications relating to the Tees Bay.</p>
Shopping Development					
COM8			x	6, 7, 8, 9, 10, 14, 15, 17, 23, 24, 25, 26, 27, 30, 32, 150, 151, 152, 203, 204, 205, 206	<p>The policy is not consistent with the NPPF as it seeks to:</p> <p>(i) Make the primary shopping area more sequentially preferable than the town centre. (ii) Require an applicant to demonstrate retail need. (iii) Require an applicant to undertake a retail impact assessment on all retail developments in excess of 2,500sqm.</p> <p>As a result NPPF paragraphs 24, 25, 26 and 27 should be used to determine planning applications relating to retail development.</p>

2006 LP Saved Policy	Full	Partial	Not	Relevant NPPF Paragraph	Comments
Main Town Centre Uses					
COM9		x		6, 7, 8, 9, 10, 14, 15, 17, 23, 24, 25, 26, 27, 30, 31, 150,151,152, 203, 204, 205, 206	<p>The policy seeks to contribute towards sustainable development. The policy is partially consistent with the NPPF. The policy establishes a hierarchy of centres in accordance with the NPPF. The only weight given to the policy should relate to the hierarchy of centres that is established which is in accordance with paragraph 23 along with the references to Travel Plans and Planning Conditions.</p> <p>The policy is not consistent as it is seeking to:</p> <p>(i) Only allow main town centre uses outside of the town centre where need is demonstrated. (ii) Ensure development should accord with policy COM8 which is considered as not consistent with the NPPF.</p> <p>As a result NPPF paragraphs 24, 25, 26 and 27 should be used to determine planning applications relating for main town centre uses based on the hierarchy of centres established in policy COM9, with weight given to the need to prepare Travel Plans and Planning Conditions where relevant.</p>
Retailing in Industrial Areas					
COM10		x		6, 7, 8, 9, 10, 14, 15, 17, 17, 22, 23, 24, 26, 27, 123, 150, 151, 152,	<p>The policy seeks to contribute towards sustainable development. The policy is partially consistent with the NPPF. The policy reinforces the hierarchy of centres in accordance with the NPPF and seeks to deliver retailing in industrial areas in a sustainable manner taking into consideration the potential impacts on the local area by nature of the use proposed.</p> <p>The policy is not consistent as it is seeking to:</p> <p>(i) Ensure development should accord with policy COM8 which is considered as not consistent with the NPPF.</p> <p>As a result it is considered that the policy is used to determine planning applications relating to retail in industrial areas with the exception of the accordance to policy COM8.</p>
Food and Drink					
COM12	x			6, 7, 8, 9, 10, 14, 15, 17, 56, 57, 61, 123, 150, 151,152, 203, 204, 205.	<p>The policy seeks to contribute towards sustainable development. The policy is consistent with the NPPF. The policy seeks to deliver food and drink development in a sustainable manner taking into consideration the potential impacts on the local area by nature of the use proposed.</p>

2006 LP Saved Policy	Full	Partial	Not	Relevant NPPF Paragraph	Comments
Commercial Uses in Residential Areas					
COM13		x		6, 7, 8, 9, 10, 14, 15, 17, 22, 23, 24, 26, 27, 56, 57, 61, 123, 150, 151, 152,	<p>The policy seeks to contribute towards sustainable development. The policy is partially consistent with the NPPF. The policy reinforces the hierarchy of centres in accordance with the NPPF and seeks to deliver retailing in residential areas in a sustainable manner taking into consideration the potential impacts on the local area by nature of the use proposed.</p> <p>The policy is not consistent as it is seeking to:</p> <p>(i) Ensure development should accord with policy COM8 which is considered as not consistent with the NPPF.</p> <p>As a result it is considered that the policy is used to determine planning applications relating to retail in residential areas with the exception of the accordance to policy COM8.</p>
Business Uses in the Home					
COM14	x			6, 7, 8, 9, 10, 14, 15, 17, 56, 57, 61, 123, 150, 151, 152,	<p>The policy seeks to contribute towards sustainable development. The policy is consistent with the NPPF. The policy seeks to allow business uses in the home in a sustainable manner taking into consideration the potential impacts on the local area by nature of the use proposed.</p>
Victoria Harbour / North Docks Mixed Use Site					
COM15		x		6, 7, 8, 9, 10, 14, 15, 17, 17, 21, 22, 56, 57, 61, 100, 103, 123, 150, 151, 152,	<p>The policy seeks to contribute towards sustainable development. The policy is partially consistent with the NPPF. The policy reinforces the hierarchy of centres in accordance with the NPPF and seeks to deliver a mixed of uses in an industrial area in a sustainable manner taking into consideration the potential impacts on the local area by nature of the uses proposed.</p> <p>The policy is not consistent as it is seeking to:</p> <p>(i) Ensure development should accord with policy COM8 which is considered as not consistent with the NPPF.</p> <p>As a result it is considered that the policy is used to determine planning applications relating to mixed uses in the Victoria Harbour / North Docks area with the exception of the accordance to policy COM8.</p>

2006 LP Saved Policy	Full	Partial	Not	Relevant NPPF Paragraph	Comments
Headland – Mixed Use					
COM16	x			6, 7, 8, 9, 10, 14, 15, 17, 14, 17, 19, 20, 21, 123, 126, 128, 129, 131, 137, 150, 151, 152,	The policy seeks to contribute towards sustainable development. The policy is consistent with the NPPF. The policy seeks to allow mixed uses in the Headland area in a sustainable manner taking into consideration the potential impacts on the local area by nature of the use proposed.

Table D: Tourism

2006 LP Saved Policy	Full	Partial	Not	Relevant NPPF Paragraph	Comments
Tourism Development in the Marina					
TO1	x			6, 7, 8, 9, 10, 14, 15, 17, 18, 19, 21, 23, 24, 26, 27, 100, 106, 107, 108, 150, 151, 152, 186	<p>The policy seeks to contribute towards sustainable development. The policy is consistent with the NPPF. The policy promotes the use of the Marina for Tourism which is in conformity with a number of the elements of the NPPF which seek to promote economic development in sustainable locations. The NPPF also highlights the need for Coastal Change Management Plans which the authority is working on and will complement policies related to the coastal margins.</p> <p>Paragraph 23 seeks to allocate tourism development within town centres, however paragraph 24 sets out the sequential tests to apply and given the Marina is an edge of centre location, identified as a suitable for such uses, it is therefore also in accordance in this respect.</p>
Tourism at the Headland					
TO2	x			6, 7, 8, 9, 10, 14, 15, 17, 150, 151, 152, 18, 19, 21, 23, 26, 27, 100, 106, 107, 108, 115, 126, 128, 129, 131, 137, 186	<p>The policy seeks to contribute towards sustainable development. The policy is consistent with the NPPF. The policy promotes the use of the Headland for Tourism developed in a sensitive way to reflect the character and maritime and Christian Heritage which is in conformity with a number of the elements of the NPPF which seek to promote economic development in sustainable locations. The NPPF also highlights the need for Coastal Change Management Plans which the authority is working on and will complement policies related to the coastal margins.</p> <p>Paragraph 23 seeks to allocate tourism development within town centres, however paragraph 24 sets out the sequential tests to apply and given the Headland is locally identified as a suitable location for such uses is therefore also in accordance in this respect.</p>

2006 LP Saved Policy	Full	Partial	Not	Relevant NPPF Paragraph	Comments
Core Area of Seaton Carew					
TO3	x			6, 7, 8, 9, 10, 14, 15, 17, 150,151,152, 18, 19, 21, 23, 26, 27, 100, 106, 107, 108, 186	<p>The policy seeks to contribute towards sustainable development. The policy is consistent with the NPPF. The policy promotes the use of the Seaton Carew for Commercial and Leisure developments which are sympathetic to the character of the area and in keeping with a seaside resort and is in conformity with a number of the elements of the NPPF which seek to promote economic development in sustainable locations. The NPPF also highlights the need for Coastal Change Management Plans which the authority is working on and will complement policies related to the coastal margins.</p> <p>Paragraph 23 seeks to allocate tourism development within town centres, however paragraph 24 sets out the sequential tests to apply and given Seaton Carew is locally identified as a suitable location for such uses is therefore also in accordance in this respect.</p>
Commercial Development Sites at Seaton Carew					
TO4	x			6, 7, 8, 9, 10, 14, 15, 17, 18, 19, 21, 23, 24, 26, 27, 100, 106, 107, 108, 150, 151, 152, 186	<p>The policy seeks to contribute towards sustainable development. The policy is consistent with the NPPF. This policy identifies individual sites in Seaton Carew which are suitable for certain types of commercial and recreational facilities. It is in conformity with a number of the elements of the NPPF which seek to promote economic development in sustainable locations. The NPPF also highlights the need for Coastal Change Management Plans which the authority is working on and will complement policies related to the coastal margins.</p> <p>Paragraph 23 seeks to allocate tourism development within town centres, however paragraph 24 sets out the sequential tests to apply and given Seaton Carew is locally identified as a suitable location for such uses is therefore also in accordance in this respect.</p>
Seaton Park					
TO6	x			6, 7, 8, 9, 10, 14, 15, 17, 150,151,152, 26, 27, 69, 70, 73, 74, 171, 186	<p>The policy seeks to contribute towards sustainable development. The policy is consistent with the NPPF. It promotes the development of additional recreational facilities in Seaton Park to enhance it's attractiveness to users. This aim is in line with a number of elements of the NPPF.</p>
Teessmouth National Nature Reserve					
TO8	x			6, 7, 8, 9, 10, 14, 15, 17, 109, 113, 118,150,151,152, 186	<p>The policy seeks to contribute towards sustainable development. The policy is consistent with the NPPF. It promotes the Teessmouth National Nature Reserve as a tourist attraction by encouraging its enhancement and encouraging sustainable green tourism. This aim is in line with a number of elements of the NPPF.</p>

2006 LP Saved Policy	Full	Partial	Not	Relevant NPPF Paragraph	Comments
Tourism Accommodation					
TO9	x			6, 7, 8, 9, 10, 14, 15, 17, 18, 19, 23, 24, 26, 27, 100, 106, 107, 108, 150, 151, 152, 186	The policy seeks to contribute towards sustainable development. The policy is consistent with the NPPF. The Policy links to GEP1 which is also considered to be consistent. Paragraph 23 seeks to allocate tourism / commercial development within town centres, however paragraph 24 sets out the sequential tests to apply and given The Marina, Seaton Carew and the Headland are locally identified as a suitable location for such uses is therefore also in accordance in this respect.
Touring Caravan Sites					
TO10	x			6, 7, 8, 9, 10, 14, 15, 17, 19, 28, 61, 64, 109, 110, 186, 150,151,152,	The policy seeks to contribute towards sustainable development. The policy is consistent with the NPPF. The policy supports the development of touring caravan sites where they meet a number of criteria.
Business Tourism and Conferencing					
TO11	x			6, 7, 8, 9, 10, 14, 15, 17, 19, 20, 21, 150,151,152, 186,	The policy seeks to contribute towards sustainable development. The policy is consistent with the NPPF. The policy seeks to encourage and promote business tourism and conferencing. The Policy links to GEP1 which is also considered to be consistent.

Table E: Housing

2006 LP Saved Policy	Full	Partial	Not	Relevant NPPF Paragraph	Comments
Housing Improvements					
HSG1	x			6, 7, 8, 9, 10, 14, 15, 17, 51, 56, 57, 61, 69, 150,151,152, 156, 157	The policy seeks to contribute towards sustainable development. The policy is consistent with the NPPF. The policy seeks to improve the physical environment of the existing housing stock in the borough.
Selective Housing Clearance					
HSG2			x	6, 7, 8, 9, 10, 14, 15, 17, 51, 56, 57, 61, 69, 150,151,152, 156, 157	<p>The policy seeks to improve the physical environment through selective demolitions of the existing housing stock in the borough. The policy is not consistent with the NPPF as:</p> <p>(i) The Council cannot currently demonstrate a 5 year supply of deliverable housing sites in accordance with NPPF paragraph 47. As a result weight cannot be given to policies which seek to restrict additional housing provision.</p> <p>As a result the NPPF as a whole should be used as a basis to determine future additional housing applications in the borough alongside 2006 Local Plan policies HSG9, HSG10, HSG11 and HSG12, which purely relate the design of additional housing development. Other 2006 Local Plan policies will apply depending upon the site specifics and location of the proposed development.</p>
Housing Market Renewal					
HSG3			x	6, 7, 8, 9, 10, 14, 15, 17, 51, 56, 57, 61, 69, 150,151,152, 153, 156, 157, 174	<p>The policy seeks to improve the physical environment of the existing housing stock in the borough. The policy is not consistent with the NPPF as:</p> <p>(i) The Council cannot currently demonstrate a 5 year supply of deliverable housing sites in accordance with NPPF paragraph 47. As a result weight cannot be given to policies which seek to restrict additional housing provision.</p> <p>As a result the NPPF as a whole should be used as a basis to determine future additional housing applications in the borough alongside 2006 Local Plan policies HSG9, HSG10, HSG11 and HSG12, which purely relate the design of additional housing development. Other 2006 Local Plan policies will apply depending upon the site specifics and location of the proposed development.</p>

2006 LP Saved Policy	Full	Partial	Not	Relevant NPPF Paragraph	Comments
Central Area Housing					
HSG4			x	6, 7, 8, 9, 10, 14, 15, 17, 24, 25, 26, 27, 150, 151, 152,	<p>The policy is not consistent with the NPPF as it seeks to:</p> <p>(i) Make an exception on the hierarchy of centres and their sequential preference for uses that are classed as “local services”.</p> <p>As a result NPPF paragraphs 24, 25, 26 and 27 should be used to determine planning applications relating for main town centre uses based on the hierarchy of centres established in policy COM9. If the development is acceptable in Locational terms policy COM13 in the 2006 Local Plan should be used to determine planning applications relating to retail in residential areas with the exception of the accordance to policy COM8.</p>
Management of Housing Land Supply					
HSG5			x	6, 7, 8, 9, 10, 14, 15, 17, 49, 150, 151, 152, 156, 157, 203, 204, 205,	<p>The policy is not consistent with the NPPF as:</p> <p>(i) The Council cannot currently demonstrate a 5 year supply of deliverable housing sites in accordance with NPPF paragraph 47. As a result weight cannot be given to policies which seek to restrict additional housing provision.</p> <p>As a result the NPPF as a whole should be used as a basis to determine future additional housing applications in the borough alongside 2006 Local Plan policies HSG9, HSG10, HSG11 and HSG12, which purely relate the design of additional housing development. Other 2006 Local Plan policies will apply depending upon the site specifics and location of the proposed development.</p>
Mixed Use Areas					
HSG6			x	6, 7, 8, 9, 10, 14, 15, 17, 49, 51, 56, 57, 61, 100, 103, 123, 150, 151, 152, 156, 157	<p>The policy seeks to deliver additional housing provision in the borough. The policy is not consistent as it is seeking to:</p> <p>(i) promote additional housing provision on specific land subject to any detrimental effect on the strategic housing requirement set out in the policy. As the Council cannot currently demonstrate a 5 year supply of deliverable housing sites in accordance with NPPF paragraph 47, weight cannot be given to policies which seek to restrict additional housing provision.</p>

2006 LP Saved Policy	Full	Partial	Not	Relevant NPPF Paragraph	Comments
Conversions for Residential Uses					
HSG7	x			6, 7, 8, 9, 10, 14, 15, 17, 14, 29, 30, 37, 51, 56, 57, 150, 151, 152, 156, 157	<p>The policy seeks to control conversions for residential uses, which relates to housing supply in the borough. The policy is not consistent with the NPPF as:</p> <p>(i) The Council cannot currently demonstrate a 5 year supply of deliverable housing sites in accordance with NPPF paragraph 47. As a result weight cannot be given to policies which seek to restrict additional housing provision.</p> <p>As a result the NPPF as a whole should be used as a basis to determine future additional housing applications in the borough alongside 2006 Local Plan policies HSG9, HSG10, HSG11 and HSG12, which purely relate the design of additional housing development. Other 2006 Local Plan policies will apply depending upon the site specifics and location of the proposed development.</p>
New Residential Layout – Design and Other Requirements					
HSG9		x		6, 7, 8, 9, 10, 14, 15, 17, 29, 30, 37, 49, 56, 57, 58, 69, 93, 109, 110, 121, 123, 150, 151, 152, 157, 203, 204, 205,	<p>The policy seeks to contribute towards sustainable development. The policy is partially consistent with the NPPF. The policy seeks to deliver additional housing provision in the borough that is appropriately designed. The policy is not consistent as it is seeking to:</p> <p>(i) Restrict potential additional housing provision by virtue of the accordance with policies HSG5 and HSG6 which relate to the location and provision of additional housing. As the Council cannot currently demonstrate a 5 year supply of deliverable housing sites in accordance with NPPF paragraph 47, weight cannot be given to policies which seek to restrict additional housing provision.</p> <p>(ii) Restrict the density of additional housing provision. As the Council cannot currently demonstrate a 5 year supply of deliverable housing sites in accordance with NPPF paragraph 47, full weight cannot be given to policies which seek to restrict additional housing provision.</p> <p>As a result it is considered that the policy is used to determine planning applications relating to additional housing provision purely relating to the design of the development but explicitly excluding the references to policies HSG5 and HSG6 and to net density.</p>
Residential Extensions					
HSG10	x			6, 7, 8, 9, 10, 14, 15, 17, 56, 57, 150, 151, 152, 157	<p>The policy seeks to contribute towards sustainable development. The policy is consistent with the NPPF. The policy seeks to improve the physical environment of the existing housing stock in the borough specifically taking into consideration residential extensions.</p>

2006 LP Saved Policy	Full	Partial	Not	Relevant NPPF Paragraph	Comments
Residential Annexes					
HSG11	x			6, 7, 8, 9, 10, 14, 15, 17, 17, 56, 57, 150, 151, 152, 157, 203, 204	The policy seeks to contribute towards sustainable development. The policy is consistent with the NPPF. The policy seeks to improve the physical environment of the existing housing stock in the borough specifically taking into consideration residential annexes; delivering sustainable development.
Homes and Hostels					
HSG12	x			6, 7, 8, 9, 10, 14, 15, 17, 29, 30, 37, 56, 57, 123, 150, 151, 152, 156, 157	The policy seeks to contribute towards sustainable development. The policy is consistent with the NPPF. The policy seeks to deliver additional housing provision in the borough specifically taking into consideration homes and hostels.
Residential Mobile Homes					
HSG13			x	6, 7, 8, 9, 10, 14, 15, 17, 22, 29, 30, 37, 49, 56, 57, 58, 69, 70, 123, 150, 151, 152, 156, 157	<p>The policy is not consistent with the NPPF. The policy seeks to control the delivery of additional housing provision in the form of residential mobile homes in the borough. The policy is not consistent as:</p> <p>(i) The Council cannot currently demonstrate a 5 year supply of deliverable housing sites in accordance with NPPF paragraph 47. As a result weight cannot be given to policies which seek to restrict additional housing provision.</p> <p>As a result the NPPF as a whole should be used as a basis to determine future additional housing applications in the borough alongside 2006 Local Plan policies HSG9, HSG10, HSG11 and HSG12, which purely relate the design of additional housing development. Other 2006 Local Plan policies will apply depending upon the site specifics and location of the proposed development.</p>

2006 LP Saved Policy	Full	Partial	Not	Relevant NPPF Paragraph	Comments
Gypsy Site					
HSG14			x	Planning Policy for Traveller Sites 6, 7, 8, 9, 10, 11, 14, 15, 17, 150, 151, 152,	<p>The policy is not consistent with the NPPF. The policy sets out criteria under which an application will be assessed, the policy applies a set of criteria relating to controlling the supply of gypsy sites within the borough.</p> <p>(i) The Council cannot currently demonstrate a 5 year supply of deliverable housing sites in accordance with NPPF paragraph 47. As a result weight cannot be given to policies which seek to restrict additional housing provision.</p> <p>As a result the NPPF as a whole along with Planning Policy for Traveller Sites (2012) should be used as a basis to determine future additional housing applications in the borough alongside 2006 Local Plan policies HSG9, HSG10, HSG11 and HSG12, which purely relate the design of additional housing development. Other 2006 Local Plan policies will apply depending upon the site specifics and location of the proposed development.</p>

Table F: Transport

2006 LP Saved Policy	Full	Partial	Not	Relevant NPPF Paragraph	Comments
Bus Priority Routes					
TRA1	x			6, 7, 8, 9, 10, 14, 15, 17, 29, 30, 35, 150, 151, 152, 156, 186,	The policy seeks to contribute towards sustainable development. The policy is consistent with the NPPF. The policy supports the development of bus priority routes and is in line with the sustainable transport policies within the NPPF.
Railway Line Extensions					
TRA2	x			6, 7, 8, 9, 10, 14, 15, 17, 29, 30, 31, 35, 150, 151, 152, 156, 157, 186	The policy seeks to contribute towards sustainable development. The policy is consistent with the NPPF. The policy safeguards land for a future rail line extension, supporting sustainable transport both to the potential benefit of the public the industrial area in the south of the town. The policy is in line with the sustainable transport policies within the NPPF.
Rail Halts					
TRA3	x			6, 7, 8, 9, 10, 14, 15, 17, 29, 30, 31, 35, 150, 151, 152, 156, 157, 186	The policy seeks to contribute towards sustainable development. The policy is consistent with the NPPF. The policy supports improvements to the local rail network and encourages the provision of new rail halts along the corridor, supporting sustainable transport both to the potential benefit of the public the industrial area in the south of the town. The policy is in line with the sustainable transport policies within the NPPF.
Public Transport Interchange					
TRA4	-	-	-	6, 7, 8, 9, 10, 14, 15, 17, 29, 30, 32, 35, 150, 151, 152, 156, 157, 186	It must be noted that the policy is no longer applicable as the site has been developed in accordance with the policy criteria.
Cycle Networks					
TRA5	x			6, 7, 8, 9, 10, 14, 15, 17, 150, 151, 152,	The policy seeks to contribute towards sustainable development. The policy is consistent with the NPPF. The policy supports improvements to the cycle network and sets out a range of corridors where improvements are needed, supporting sustainable transport to the benefit of the public and the town. The policy is in line with the sustainable transport policies within the NPPF.

2006 LP Saved Policy	Full	Partial	Not	Relevant NPPF Paragraph	Comments
Pedestrian Linkages: Town Centre / Headland / Seaton Carew					
TRA7	x			6, 7, 8, 9, 10, 14, 15, 17, 29, 30, 34, 35, 41, 156, 157, 150, 151, 152, 186	The policy seeks to contribute towards sustainable development. The policy is consistent with the NPPF. The policy supports improvements to the pedestrian network and sets out a range of corridors where improvements are needed, supporting sustainable transport to the benefit of the public, the town and the economy. The policy is in line with the sustainable transport policies within the NPPF.
Traffic Management in the Town Centre					
TRA9	x			6, 7, 8, 9, 10, 14, 15, 17, 29, 150, 151, 152, 156, 157	The policy seeks to contribute towards sustainable development. The policy is consistent with the NPPF. The policy supports improvements to the traffic network in the central area to improve the environment for users and residential properties. The policy is in line with the sustainable transport policies within the NPPF.
Road Junction Improvements					
TRA10	x			6, 7, 8, 9, 10, 14, 15, 17, 29, 30, 32, 35, 41, 150, 151, 152, 156, 157, 186	The policy seeks to contribute towards sustainable development. The policy is consistent with the NPPF. The policy supports improvements to junctions on the A689 which will aid access into the town centre and help to support the economy. The policy is in line with the sustainable transport policies within the NPPF.
Strategic Road Schemes					
TRA11		x		6, 7, 8, 9, 10, 14, 15, 17, 18, 19, 21, 22, 28, 29, 30, 31, 32, 34, 37, 95, 110, 150, 151, 152, 156, 157, 160, 162, 173, 197, 216,	The policy seeks to contribute towards sustainable development. The policy is partially consistent with the NPPF. The policy safeguards land for three potential future road improvement schemes. The main driver behind these schemes relates to improving the ability of the network to cope with developments in the future, such as a potential new nuclear power station and as such, and considering their location in central Hartlepool on routes served by public transport schemes B and C are considered compliant with the NPPF. Scheme A is contained to provide access to the North Burn employment site (Policy Ind2). Paragraph22 of the NPPF seeks to avoid the long term protection of land for employment when there is no reasonable prospect of a site being used for that purpose. For this reason and given the cost (deliverability under paragraph173) of the proposal, this element is not compliant. It should also be noted that it is not compliant in terms of remote location or lack of public transport serving the location.

2006 LP Saved Policy	Full	Partial	Not	Relevant NPPF Paragraph	Comments
Road Schemes: North Graythorp					
TRA12		x		6, 7, 8, 9, 10, 14, 15, 17, 18, 19, 21, 22, 28, 29, 30, 31, 32, 34, 37, 41, 95, 110, 150, 151, 152, 156, 157, 160, 173, 197, 216,	The policy seeks to contribute towards sustainable development. The policy is partially consistent with the NPPF. The policy seeks to safeguard land for the construction of a link road in the North Graythorp Industrial Estate. Whilst this would help the businesses in the area and stimulate the economy in the area, the costs would be significant, and therefore unlikely to comply with paragraphs 22, 31, 41 and 173 which notes that plans should be deliverable.
Road Schemes: Development Sites					
TRA13		x		6, 7, 8, 9, 10, 14, 15, 17, 18, 19, 21, 22, 28, 29, 30, 31, 32, 34, 37, 95, 110, 150, 151, 152, 156, 157, 160, 173, 197, 216,	<p>The policy seeks to contribute towards sustainable development. The policy is partially consistent with the NPPF. The policy seeks to safeguard land for the construction of two roads at Merlin Way and Middleton Beach Road. The Merlin Way road is the spine road at Middle Warren and has been implemented.</p> <p>The Middleton Beach Road was included as part of the proposals for Victoria Harbourn which was a mixed use development. This would support the economy and help in the development of the site. It is also brownfield land.</p>
Access to Development Sites					
TRA14		x		6, 7, 8, 9, 10, 14, 15, 17, 18, 19, 21, 22, 28, 29, 30, 31, 32, 34, 37, 95, 110, 150, 151, 152, 156, 157, 160, 173, 196, 197, 216,	<p>The policy seeks to contribute towards sustainable development. The policy is partially consistent with the NPPF. The policy seeks to safeguard land for the construction of two primary access roads at Victoria Harbour and Golden Flatts. The Victoria Harbour access would support the economy and help in the development of the site. It is also brownfield land.</p> <p>In terms of the access at Golden Flatts, the site was de-allocated as part of Local Plan which has just been withdrawn on the evidence within the Employment Land Review. No planning permission exists for employment on the site and it has been vacant for many years. This element is therefore not considered in conformity.</p>
Restriction on Access to Major Roads					
TRA15	x			6, 7, 8, 9, 10, 14, 15, 17, 32, 150, 151, 152, 154	The policy seeks to contribute towards sustainable development. The policy is consistent with the NPPF. The policy seeks to restrict new access to or the intensification of junctions on major roads with the exception of schemes outlined in other transport policies to serve development sites. The policy is in line with the sustainable transport policies within the NPPF and will ensure the future safety of the highway network.

2006 LP Saved Policy	Full	Partial	Not	Relevant NPPF Paragraph	Comments
Car Parking Standards					
TRA16	x			6, 7, 8, 9, 10, 14, 15, 17, 29, 30, 34, 35, 36 39, 40, 150, 150, 151, 152, 156, 196	The policy seeks to contribute towards sustainable development. The policy is consistent with the NPPF. The policy sets out car parking standards, requires major developments to undertake a Travel Plan to reduce the need for parking and to promote sustainable modes of travel. It sets local car parking standards for the town centre aimed at encouraging sustainable travel. The policy is in line with the sustainable transport policies within the NPPF.
Railway Sidings					
TRA17	x			6, 7, 8, 9, 10, 14, 15, 17, 18, 19, 21, 29, 30, 31, 35, 93, 95, 150, 150, 151, 152, 156, 157, 196	The policy seeks to contribute towards sustainable development. The policy is consistent with the NPPF. The policy seeks to facilitate the transport of goods by rail and encourages new railway sidings into industrial land to facilitate this. This is in line with the aspirations set out in paragraphs 31, 156 and 157 of the NPPF. The policy is in line with the sustainable transport policies within the NPPF.
Rail Freight Facilities					
TRA18	x			6, 7, 8, 9, 10, 14, 15, 17, 18, 19, 21, 29, 30, 31, 35, 56, 65, 93, 95, 123, 150, 151, 152, 156, 157, 196	The policy seeks to contribute towards sustainable development. The policy is consistent with the NPPF. The policy notes the criteria which should be considered in assessing proposals for rail development of existing or new sidings to form freight handling facilities. The criteria covered relate to paragraphs 56, 65 and 123 of the NPPF. The policy is in line with the sustainable transport policies within the NPPF.
Travel Plans					
TRA20	x			6, 7, 8, 9, 10, 14, 15, 17, 29, 32, 36 150, 151, 152, 203, 204, 205.	The policy seeks to contribute towards sustainable development. The policy is consistent with the NPPF. The Policy requires developments likely to lead to an increase in travel to produce a travel plan. This is in line with paragraph 36 of the NPPF which requires the use of Travel Plans to make travel more sustainable.

Table G: Public Utility and Community Facilities

2006 LP Saved Policy	Full	Partial	Not	Relevant NPPF Paragraph	Comments
Sewage Treatment Works					
PU3	x			6, 7, 8, 9, 10, 14, 15, 17, 56, 57,58, 109, 150, 151, 152, 156, 157, 162	The policy seeks to contribute towards sustainable development. The policy is consistent with the NPPF. The policy seeks to maintain and extend where relevant additional sewage treatment work provision in the borough. The provision of adequate sewage infrastructure is crucial to meet the needs of the current borough and also facilitate future sustainable development.
Nuclear Power Station Site					
PU6	x			6, 7, 8, 9, 10, 14, 15, 17, 29, 56, 57, 58, 109, 150, 151,152, 156, 157, 162	The policy seeks to contribute towards sustainable development. The policy is consistent with the NPPF. The policy seeks to safeguard land for and to guide development of a new nuclear power station in the borough. The provision of adequate power supply is crucial to meet the needs of the current borough (and wider national grid) and also facilitate future sustainable development.
Renewable Energy Developments					
PU7	x			6, 7, 8, 9, 10, 14, 15, 17, 18, 56, 57,58, 93, 94, 96, 97, 98, 109, 150,151,152, 156,162	The policy seeks to contribute towards sustainable development. The policy is consistent with the NPPF. The policy seeks to support additional renewable energy developments in the borough which contribute to moving to a low carbon future which helps mitigate against and adapt to climate change (paragraph 97).
Primary School Location					
PU10	-	-	-	n/a	The policy seeks to contribute towards sustainable development. The policy is no longer applicable as the site has been developed in accordance with the policy criteria.
Primary School Site					
PU11	-	-	-	n/a	The policy seeks to contribute towards sustainable development. The policy is no longer applicable as the site has been developed in accordance with the policy criteria.

Table H: Development Constraints

2006 LP Saved Policy	Full	Partial	Not	Relevant NPPF Paragraph	Comments
Landfill Sites					
DCO1	x			6, 7, 8, 9, 10, 14, 15, 17, 120, 121, 122, 150, 151, 152, 203, 204, 205, 206	The policy seeks to contribute towards sustainable development. The policy is consistent with the NPPF. The policy seeks to allow only appropriate development on sites that are affected by previous landfill activity.

Table I: Recreation and Leisure

2006 LP Saved Policy	Full	Partial	Not	Relevant NPPF Paragraph/s	Comments
Coastal Recreation					
REC1	x			6, 7, 8, 9, 10, 14, 15, 17, 56, 58, 61, 64, 73, 99, 113, 114, 116, 118, 150, 151, 152, 156, 186,	<p>The policy is consistent with the NPPF. The policy sets criteria for proposals for outdoor recreational developments within coastal areas within the limits to development to be assessed against. The criteria are considered in appliance with the NPPF and links to saved policy WL2 which is also considered in conformity.</p> <p>The policy however also links to policy Rur1 which is only considered in partial conformity in relation to the restriction of housing when the authority cannot currently demonstrate a 5 year housing land supply. As policy Rec1 does not relate to housing this is not considered an issue of non-conformity in relation to this policy.</p> <p>The policy also links to Policy To1 which is considered to be in conformity.</p> <p>Two policies which were not “saved” are referenced, To5 (North Shelter) and WL1 (Protection of International Local Conservation Sites). These references should be disregarded.</p> <p>The policy is considered in conformity with the relevant NPPF guidance.</p>
Provision for Play in New Housing Areas					
REC2	x			6, 7, 8, 9, 10, 14, 15, 17, 56, 57, 58, 69, 73, 150, 151, 152, 156, 157, 203, 204, 205, 206	<p>The policy is consistent with the NPPF. The policy requires new housing developments comprising 20 or more family dwellings to provide safe and convenient areas for casual play and, if practicable, formal play. It notes that where play cannot be provided on site, or for smaller developments, a contribution will be required towards the provision and maintenance of play facilities nearby.</p> <p>The policy links to GEP9 as a way of providing this contribution. Although GEP9 is only considered partially in conformity, the element which relates to this is considered in conformity. It is considered that this policy is in line with the sustainable development policies within the NPPF.</p>

2006 LP Saved Policy	Full	Partial	Not	Relevant NPPF Paragraph/s	Comments
Neighbourhood Parks					
REC3	x			6, 7, 8, 9, 10, 14, 15, 17, 56, 57, 58, 69, 73, 150, 151, 152, 156, 157, 203, 204, 205, 206,	The policy is consistent with the NPPF. The policy outlines where new neighbourhood parks will be developed and notes that developer contributions will be used towards their provision. Although GEP9 is only considered partially in conformity, the element which relates to this is considered in conformity. It is considered that the development of neighbourhood parks that this policy relates to is in line with the sustainable development policies within the NPPF.
Protection of Outdoor Playing Space					
REC4	x			6, 7, 8, 9, 10, 14, 15, 17, 73, 74, 150, 151, 152, 156, 203, 204, 205, 206	The policy is consistent with the NPPF. The policy outlines how the local authority will protect existing areas of outdoor playing space (children's play, playing fields, tennis courts and bowling greens) and notes the strict circumstances where their loss will be considered acceptable. This is in line with paragraph 74 of the NPPF and is considered in compliance. The policy also notes that where playing space is lost, Policy GEP9 will be used to secure its replacement or the enhancement of such land remaining. Although GEP9 is only considered partially in conformity, the element which relates to this is considered in conformity.
Development of Sports Pitches					
REC5	x			6, 7, 8, 9, 10, 14, 15, 17, 69, 73, 74, 150, 151, 152, 156,	The policy is consistent with the NPPF. The policy outlines where new sports pitches will be developed. It is considered that the development of sports pitches that this policy relates to is in line with the sustainable development policies within the NPPF.
Dual Use of School Facilities					
REC6	x			6, 7, 8, 9, 10, 14, 15, 17, 70, 73, 74, 150, 151, 152, 156, 203, 204, 205, 206,	The policy is consistent with the NPPF. The policy outlines that, where appropriate, the use of sports facilities within educational establishments will be made available to the public out of school hours. This is in line with the guidance set out in paragraph 70 of the NPPF which requires that authorities plan positively for the provision and use of shared space to enhance the sustainability of communities and residential environments. Although GEP9 is only considered partially in conformity, the element which relates to this is considered in conformity. It is considered that the development of dual use sports facilities in schools that this policy relates to is in line with the sustainable development policies within the NPPF.

2006 LP Saved Policy	Full	Partial	Not	Relevant NPPF Paragraph/s	Comments
Outdoor Recreational Sites					
REC7	x			6, 7, 8, 9, 10, 14, 15, 17, 69, 73, 74, 150, 151, 152, 156	The policy is consistent with the NPPF. The policy outlines where new outdoor recreational facilities and sporting development requiring few built facilities will be developed. It is considered that the development of recreational facilities that this policy relates to is in line with the sustainable development policies within the NPPF.
Areas of Quiet Recreation					
REC8	x			6, 7, 8, 9, 10, 14, 15, 17, 69, 73, 150, 151, 152, 156	The policy is consistent with the NPPF. The policy outlines areas to be developed for quiet recreational purposes and notes they will be landscaped and planted and, where appropriate, facilities such as nature trails, provided. It is considered that the development of these is in line with the sustainable development policies within the NPPF.
Recreational Routes					
REC9		x		6, 7, 8, 9, 10, 14, 15, 17, 29, 41, 73, 75, 150, 151, 152, 156	The policy is considered partially consistent with the NPPF. Whilst the ethos of the policy to develop recreational routes is in conformity with the NPPF, the policy states that proposals which would impede the development of the named routes will not be permitted. This is considered too restrictive in comparison with the NPPF's policies as it does not give any flexibility to allow proposals which may bring significant benefits, for example in terms of economic development.
Summerhill					
REC10	x			6, 7, 8, 9, 10, 14, 15, 17, 73, 75, 109, 123, 150, 151, 152, 156	The policy is consistent with the NPPF. The policy notes that Summerhill will continue to be developed as a focus for access to the countryside, nature conservation and informal recreation and sporting activities. It is considered that this is in line with the sustainable development and conservational guidance contained within the NPPF.
Land West of Brenda Road					
REC12	x			6, 7, 8, 9, 10, 14, 15, 17, 69, 73, 150, 151, 152, 156	The policy is consistent with the NPPF. The policy outlines an area to be developed for outdoor recreational purposes to the west of Brenda Road. It is considered that the development of this is in line with the sustainable development policies within the NPPF.

2006 LP Saved Policy	Full	Partial	Not	Relevant NPPF Paragraph/s	Comments
Late Night Uses					
REC13	x			6, 7, 8, 9, 10, 14, 15, 17, 69, 70, 123, 150, 151, 152, 203, 204, 205	<p>This policy is compliant with NPPF. The policy identifies a late opening zone in the Church Street, South Marina area and meets 69 and 70 regarding creating areas for social interaction and 123 in terms of mitigating noise and its effects on quality of life by creating this one zone in the Borough for these late night uses.</p> <p>The policy also links to the contributions policy GEP9 regarding contributions to mitigate any adverse impacts from these activities.</p>
Major Leisure Developments					
REC14	x			6, 7, 8, 9, 10, 14, 15, 17, 23, 24, 26, 27, 150, 151, 152, 203, 204, 205	<p>This policy is compliant with NPPF (23, 24, 26, and 27) in that it recognises the town centre as the heart of the community and where major leisure developments should be located (23). The policy defines a sequential hierarchy of locations if no suitable sites are available in the town centre (24). As the policy sets no threshold for the definition of a major leisure development the NPPF sets a default threshold of 2,500sqm where no local threshold is set (26).</p>

Table J: The Green Network

2006 LP Saved Policy	Full	Partial	Not	Relevant NPPF Paragraph	Comments
Enhancement of the Green Network					
GN1	x			6, 7, 8, 9, 10, 14, 15, 17, 70, 74, 114, 117, 118, 123, 150, 151, 152, 156, 157	The policy seeks to contribute towards sustainable development. The policy is consistent with the NPPF. The policy seeks to develop, protect and enhance a network of green infrastructure in the borough.
Protection of Green Wedges					
GN2	x			6, 7, 8, 9, 10, 14, 15, 17, 70, 74, 114, 117, 118, 123, 150, 151, 152, 156, 157	The policy seeks to contribute towards sustainable development. The policy is consistent with the NPPF. The policy seeks to protect existing green wedges from development which form part of the wider network of green infrastructure in the borough.
Protection of Key Green Space Areas					
GN3	x			6, 7, 8, 9, 10, 14, 15, 17, 70, 74, 114, 117, 118, 123, 150, 151, 152, 156, 157	The policy seeks to contribute towards sustainable development. The policy is consistent with the NPPF. The policy seeks to protect existing key green spaces from development which form part of the wider network of green infrastructure in the borough.
Landscaping of Main Approaches					
GN4	x			6, 7, 8, 9, 10, 14, 15, 17, 58, 150, 151, 152,	The policy seeks to contribute towards sustainable development. The policy is consistent with the NPPF. The policy seeks to improve the physical environment of the main approaches into the town.
Tree Planting					
GN5	x			6, 7, 8, 9, 10, 14, 15, 17, 58, 150, 151, 152, 203, 204, 205, 206.	The policy seeks to contribute towards sustainable development. The policy is consistent with the NPPF. The policy seeks to improve the physical environment of the key green spaces in the borough through tree planting.
Protection of Incidental Open Space					
GN6	x			6, 7, 8, 9, 10, 14, 15, 17, 74, 150, 151, 152, 203, 204, 205, 206.	The policy seeks to contribute towards sustainable development. The policy is consistent with the NPPF. The policy seeks to protect areas of incidental open space from development which form part of the wider network of green infrastructure in the borough.

Table K: Wildlife

2006 LP Saved Policy	Full	Partial	Not	Relevant NPPF Paragraph	Comments
Protection of International Nature Conservation Sites					
WL2	x			6, 7, 8, 9, 10, 14, 15, 17, 113, 114, 117, 118, 150, 151, 152, 203, 204, 205.	The policy seeks to contribute towards sustainable development. The policy is consistent with the NPPF. The policy seeks to protect Nationally Important Nature Conservation Sites from inappropriate development.
Enhancement of Sites of Special Scientific Interest					
WL3	x			6, 7, 8, 9, 10, 14, 15, 17, 113, 114, 117, 118, 150, 151, 152,	The policy seeks to contribute towards sustainable development. The policy is consistent with the NPPF. The policy seeks to protect from inappropriate development and enhance Sites of Special Scientific Interest in the borough.
Protection of Local Nature Reserves					
WL5	x			6, 7, 8, 9, 10, 14, 15, 17, 113, 117, 118, 150, 151, 152,	The policy seeks to contribute towards sustainable development. The policy is consistent with the NPPF. The policy seeks to protect from inappropriate development the network of Local Nature Reserves in the borough.
Protection of SNCIs, RIGs and Ancient Semi-Natural Woodland					
WL7	x			6, 7, 8, 9, 10, 14, 15, 17, 113, 117, 118, 150, 151, 152, 203, 204, 205, 206.	The policy seeks to contribute towards sustainable development. The policy is consistent with the NPPF. The policy seeks to protect from inappropriate development the network of SNCIs, RIGs and Ancient Semi Natural Woodland in the borough.

Table L: Conservation of the Historic Environment

2006 LP Saved Policy	Full	Partial	Not	Relevant NPPF Paragraph	Comments
Protection and Enhancement of Conservation Areas					
HE1	x			6, 7, 8, 9, 10, 14, 15, 17, 21, 56, 60, 61, 126, 128, 129, 130, 131, 133, 150, 151, 152.	The policy seeks to contribute towards sustainable development. The policy seeks to protect and enhance conservation areas and all assets within it. The policy sets out criteria that should be applied when assessing a planning application.
Environment Improvements in Conservation Areas					
HE2	x			6, 7, 8, 9, 10, 14, 15, 17, 21, 56, 57, 61, 109, 126, 150, 151, 152.	The policy seeks to contribute towards sustainable development. The policy is pro active as it seeks to encourage environmental improvements within conservation areas and thus forms part of the Council's positive strategy for the conservation and enjoyment of the historic environment.
Developments in the Vicinity of Conservation Areas					
HE3	x			6, 7, 8, 9, 10, 14, 15, 17, 21, 56, 57, 58, 109, 126, 128, 131, 129, 137, 150, 151, 152	The policy seeks to contribute towards sustainable development. The policy seeks to ensure that development that takes place within the vicinity of a conservation area takes into account the character of the conservation area and is designed accordingly.
Protection and Enhancement of Registered Parks and Gardens					
HE6	x			6, 7, 8, 9, 10, 14, 15, 17, 21, 56, 57, 58, 109, 126, 129, 137, 150, 151, 152	The policy seeks to contribute towards sustainable development. The policy seeks to protect and enhance registered parks and gardens to maintain their character, the policy should be applied to development in such locations and areas within the vicinity.
Works to Listed Buildings (Including Partial Demolition)					
HE8	x			6, 7, 8, 9, 10, 14, 15, 17, 21, 56, 57, 64, 126, 132, 150, 151, 152	The policy seeks to contribute towards sustainable development. The policy seeks to ensure that works to listed buildings, buildings adjacent to listed buildings and those that affect the setting of a listed building area sympathetic to the heritage asset.
Protection of Locally Important Buildings					
HE12	x			6, 7, 8, 9, 10, 14, 15, 17, 21, 56, 57, 58, 61, 126, 131, 135, 150, 151, 152	The policy seeks to contribute towards sustainable development. The policy recognises the importance of non designated heritage assets and seeks to protect them where possible.

2006 LP Saved Policy	Full	Partial	Not	Relevant NPPF Paragraph	Comments
Areas of Historic Landscape					
HE15	x			6, 7, 8 9, 10, 14, 15, 17, 21, 61,109, 115, 126, 131, 132, 150, 151, 152	The policy seeks to contribute towards sustainable development. The policy seeks to protect and enhance the areas of historic landscape within the borough.

Table M: The Rural Area

2006 LP Saved Policy	Full	Partial	Not	Relevant NPPF Paragraph	Comments
Urban Fence					
RUR1		x		6, 7, 8, 9, 10, 14, 15, 17, 28, 34, 49, 52, 123, 150, 151, 152,	<p>The policy seeks to contribute towards sustainable development. The policy is partially consistent with the NPPF. The policy seeks to control development beyond the urban fence. The policy is not consistent as it is seeking to:</p> <p>(i) Restrict potential additional housing provision outside the urban fence. As the Council cannot currently demonstrate a 5 year supply of deliverable housing sites in accordance with NPPF paragraph 47, full weight cannot be given to policies which seek to restrict additional housing provision based upon the extent of the urban fence.</p> <p>(ii) Ensure all development outside of the urban fence is in accordance with policy RUR12. Policy RUR12 is in partial accordance with NPPF paragraph 55.</p> <p>As a result it is considered that the policy is used to determine all planning applications relating to development outside of the urban fence with the specific exclusion of additional housing provision. The NPPF as a whole should be used as a basis to determine future additional housing applications in the borough alongside 2006 Local Plan policies HSG9, HSG10, HSG11 and HSG12, which purely relate the design of additional housing development. Other 2006 Local Plan policies will apply depending upon the site specifics and location of the proposed development.</p>

2006 LP Saved Policy	Full	Partial	Not	Relevant NPPF Paragraph	Comments
Wynyard Limits to Development					
RUR2		x		6, 7, 8, 9, 10, 14, 15, 17, 28, 34, 49, 52, 123, 150, 151, 152,	<p>The policy seeks to contribute towards sustainable development. The policy is partially consistent with the NPPF. The policy seeks to control development beyond the Wynyard limits to development. The policy is not consistent as it is seeking to:</p> <p>(i) Restrict potential additional housing provision outside the Wynyard limits to development. As the Council cannot currently demonstrate a 5 year supply of deliverable housing sites in accordance with NPPF paragraph 47, full weight cannot be given to policies which seek to restrict additional housing provision based upon the extent of the Wynyard limits to development.</p> <p>As a result it is considered that the policy is used to determine all planning applications relating to development outside of the Wynyard limits to development with the specific exclusion of additional housing provision. The NPPF as a whole should be used as a basis to determine future additional housing applications in the borough alongside 2006 Local Plan policies HSG9, HSG10, HSG11 and HSG12, which purely relate the design of additional housing development. Other 2006 Local Plan policies will apply depending upon the site specifics and location of the proposed development.</p>
Village Envelopes					
RUR3		x		6, 7, 8, 9, 10, 14, 15, 17, 28, 34, 49, 52, 123, 150, 151, 152,	<p>The policy seeks to contribute towards sustainable development. The policy is partially consistent with the NPPF. The policy seeks to control development beyond the defined village envelopes. The policy is not consistent as it is seeking to:</p> <p>(i) Restrict potential additional housing provision outside the defined village envelopes. As the Council cannot currently demonstrate a 5 year supply of deliverable housing sites in accordance with NPPF paragraph 47, full weight cannot be given to policies which seek to restrict additional housing provision based upon the extent of the defined village envelopes.</p> <p>As a result it is considered that the policy is used to determine all planning applications relating to development outside of the defined village envelopes with the specific exclusion of additional housing provision. The NPPF as a whole should be used as a basis to determine future additional housing applications in the borough alongside 2006 Local Plan policies HSG9, HSG10, HSG11 and HSG12, which purely relate the design of additional housing development. Other 2006 Local Plan policies will apply depending upon the site specifics and location of the proposed development.</p>

2006 LP Saved Policy	Full	Partial	Not	Relevant NPPF Paragraph	Comments
Village Design Statements					
RUR4	x			6, 7, 8, 9, 10, 14, 15, 17, 58, 59, 150, 151, 152,	The policy seeks to contribute towards sustainable development. The policy is consistent with the NPPF. The policy seeks to improve the physical environment of the existing built environment in the boroughs villages; delivering sustainable development.
Development at Newton Bewley					
RUR5		x		6, 7, 8, 9, 10, 14, 15, 17, 28, 34, 49, 52, 123, 150, 151, 152,	<p>The policy seeks to contribute towards sustainable development. The policy is partially consistent with the NPPF. The policy seeks to control development beyond the defined Newton Bewley village limit. The policy is not consistent as it is seeking to:</p> <p>(i) Restrict potential additional housing provision outside the defined village envelopes. As the Council cannot currently demonstrate a 5 year supply of deliverable housing sites in accordance with NPPF paragraph 47, full weight cannot be given to policies which seek to restrict additional housing provision based upon the extent of the defined Newton Bewley village limit.</p> <p>As a result it is considered that the policy is used to determine all planning applications relating to development outside of the defined Newton Bewley village limit with the specific exclusion of additional housing provision. The NPPF as a whole should be used as a basis to determine future additional housing applications in the borough alongside 2006 Local Plan policies HSG9, HSG10, HSG11 and HSG12, which purely relate the design of additional housing development. Other 2006 Local Plan policies will apply depending upon the site specifics and location of the proposed development.</p>
Development in the Countryside					
RUR7	x			6, 7, 8, 9, 10, 14, 15, 17, 58, 59, 61, 92, 99, 109, 114, 150, 151, 152,	The policy seeks to contribute towards sustainable development. The policy is consistent with the NPPF. The policy seeks to improve the physical environment of the countryside area; delivering sustainable development.

2006 LP Saved Policy	Full	Partial	Not	Relevant NPPF Paragraph	Comments
New Housing in the Countryside					
RUR12			x	6, 7, 8, 9, 10, 14, 15, 17, 49, 55, 150, 151, 152,	<p>The policy is not consistent with the NPPF as:</p> <p>(i) The Council cannot currently demonstrate a 5 year supply of deliverable housing sites in accordance with NPPF paragraph 47. As a result weight cannot be given to policies which seek to restrict additional housing provision.</p> <p>(ii) The policy does not include the full criteria for appropriate new dwellings in the countryside as set out in paragraph 55 of the NPPF.</p> <p>As a result the NPPF as a whole, with specific regard to paragraph 55, should be used as a basis to determine future additional housing applications in the countryside alongside 2006 Local Plan policies HSG9, HSG10, HSG11 and HSG12, which purely relate the design of additional housing development. Other 2006 Local Plan policies, including RUR7 will apply depending upon the site specifics and location of the proposed development.</p>
The Tees Forest					
RUR14	x			6, 7, 8, 9, 10, 14, 15, 17, 58, 59, 150, 151, 152, 203, 204, 205, 206	The policy seeks to contribute towards sustainable development. The policy is consistent with the NPPF. The policy seeks to improve the physical environment of the countryside.
Small Gateway Sites					
RUR15	x			6, 7, 8, 9, 10, 14, 15, 17, 28, 58, 59, 150, 151, 152,	The policy seeks to contribute towards sustainable development. The policy is consistent with the NPPF. The policy seeks to improve and diversify the rural economy.
Recreation in the Countryside					
RUR16	x			6, 7, 8, 9, 10, 14, 15, 17, 28, 58, 59, 150, 151, 152, 203, 204, 205, 206	The policy seeks to contribute towards sustainable development. The policy is consistent with the NPPF. The policy seeks to improve and diversify the rural economy.
Strategic Recreational Routes					
RUR17	x			6, 7, 8, 9, 10, 14, 15, 17, 28, 58, 59, 75, 150, 151, 152,	The policy seeks to contribute towards sustainable development. The policy is consistent with the NPPF. The policy seeks to protect and improve recreational routes in the rural area.

2006 LP Saved Policy	Full	Partial	Not	Relevant NPPF Paragraph	Comments
Rights of Way					
RUR18	x			6, 7, 8, 9, 10, 14, 15, 17, 28, 58, 59, 75, 150, 151, 152,	The policy seeks to contribute towards sustainable development. The policy is consistent with the NPPF. The policy seeks to improve rights of way in the rural area.
Summerhill – Newton Bewley Greenway					
RUR19	x			6, 7, 8, 9, 10, 14, 15, 17, 28, 58, 59, 75, 150, 151, 152,	The policy seeks to contribute towards sustainable development. The policy is consistent with the NPPF. The policy seeks to protect and improve recreational routes in the rural area.
Special Landscape Areas					
RUR20	x			6, 7, 8, 9, 10, 14, 15, 17, 109, 113, 114, 150, 151, 152,	The policy seeks to contribute towards sustainable development. The policy is consistent with the NPPF. The policy seeks to protect and improve special landscape areas.

Table N: Minerals

2006 LP Saved Policy	Full	Partial	Not	Relevant NPPF Paragraph	Comments
Safeguarding of Mineral Resources					
MIN1	-	-	-	n/a	The policy seeks to contribute towards sustainable development. The policy is no longer applicable as the policy has been superseded by the policies contained in the Tees Valley Minerals and Waste DPDs.
Use of Secondary Aggregates					
MIN2	-	-	-	n/a	The policy seeks to contribute towards sustainable development. The policy is no longer applicable as the policy has been superseded by the policies contained in the Tees Valley Minerals and Waste DPDs.
Mineral Extraction					
MIN3	-	-	-	n/a	The policy seeks to contribute towards sustainable development. The policy is no longer applicable as the policy has been superseded by the policies contained in the Tees Valley Minerals and Waste DPDs.
Transport of Minerals					
MIN4	-	-	-	n/a	The policy seeks to contribute towards sustainable development. The policy is no longer applicable as the policy has been superseded by the policies contained in the Tees Valley Minerals and Waste DPDs.
Restoration of Mineral Sites					
MIN5	-	-	-	n/a	The policy seeks to contribute towards sustainable development. The policy is no longer applicable as the policy has been superseded by the policies contained in the Tees Valley Minerals and Waste DPDs.

Table O: Waste

2006 LP Saved Policy	Full	Partial	Not	Relevant NPPF Paragraph	Comments
Major Waste Producing Developments					
WAS1	-	-	-	n/a	The policy seeks to contribute towards sustainable development. The policy is no longer applicable as the policy has been superseded by the policies contained in the Tees Valley Minerals and Waste DPDs.
Provision of "Bring" Recycling Facilities					
WAS2	-	-	-	n/a	The policy seeks to contribute towards sustainable development. The policy is no longer applicable as the policy has been superseded by the policies contained in the Tees Valley Minerals and Waste DPDs.
Composting					
WAS3	-	-	-	n/a	The policy seeks to contribute towards sustainable development. The policy is no longer applicable as the policy has been superseded by the policies contained in the Tees Valley Minerals and Waste DPDs.
Landfill Developments					
WAS4	-	-	-	n/a	The policy seeks to contribute towards sustainable development. The policy is no longer applicable as the policy has been superseded by the policies contained in the Tees Valley Minerals and Waste DPDs.
Landraising					
WAS5	-	-	-	n/a	The policy seeks to contribute towards sustainable development. The policy is no longer applicable as the policy has been superseded by the policies contained in the Tees Valley Minerals and Waste DPDs.
Incineration					
WAS6	-	-	-	n/a	The policy seeks to contribute towards sustainable development. The policy is no longer applicable as the policy has been superseded by the policies contained in the Tees Valley Minerals and Waste DPDs.

Appendix 2: Demonstrating a 5 Year Land Supply of Deliverable Housing Sites

Table P: Extant Planning Permissions

Ref	Planning Permission Site Name	Completed	Remaining	2013 Completed	2013 Expected	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	>15 Years
H007	Owton Manor House	4	3		3	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
H009	19 Hartville Road	2	0		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
H011	Rear of 65 Seaton Lane	1	0		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
H014	27 Seaton Lane	1	0		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
H015	6 Valley Close	1	0		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
H020	Thackeray Road	12	0		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
H021	32 Eldon Grove	4	0		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
H022	30 Stockton Road	18	0		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
H023	Jesmond Road / Heather Grove		17		0	7	10	0	0	0	0	0	0	0	0	0	0	0	0	0
H024	St James Church Hall	4	0		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
H025	Sun Hotel	2	0		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
H026	38 The Grove	1	0		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
H027	Piercy Farm	1	0		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
H029	Ivy Grove	4	0		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
H030	Pine Grove	7	0		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
H031	Shropshire Walk	2	0		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
H033	Dryden Road	18	0		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
H035	Brus Arms		25		0	25	0	0	0	0	0	0	0	0	0	0	0	0	0	0
H036	Golden Flatts	82	0		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
H037	Smyth Place / Bruce Crescent	22	0		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
H038	Warren Road, Davidson Drive and Jones Road	52	0		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
H039	145 Stockton Road		4		4	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
H040	125-127 Park Road	5	0		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
H041	4 York Road	1	0		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
H043	Titan House	49	0		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
H045	Tunstall Court		33		0	0	10	10	13	0	0	0	0	0	0	0	0	0	0	0
H046	Middle Warren 7B	106	0		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
H047	Middle Warren 7C (Persimmon)	77	0		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

Ref	Planning Permission Site Name	Completed	Remaining	2013 Completed	2013 Expected	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	>15 Years
H048	Middle Warren 7E (Charles Church)	67	0		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
H049	Middle Warren 9A (Bellway)	95	0	3	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
H050	Sedgewick Close	52	0		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
H051	Trinity Court	47	0		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
H052	Trinity Square	110	0		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
H053	Headway	138	41	14	11	15	15	0	0	0	0	0	0	0	0	0	0	0	0	0
H054	Sylvan Mews Wynyard	30	0		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
H055	Wynyard (Bellway)	22	0		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
H056	Hartfields	242	0		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
H057	Niromax Site Mainsforth Terrace		26		0	26	0	0	0	0	0	0	0	0	0	0	0	0	0	0
H058	Latimer Park	23	0		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
H059	Loyalty Road	25	0		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
H061	Chesterton Road	15	0		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
H062	Block 5 Keel House	8	0		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
H063	Block 6 Chart House	22	0		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
H064	Block 15 Breakwater House	16	0		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
H065	Block 16 Coral House	23	1	2	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
H066	Block 21 Sandpiper House	22	0		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
H067	Block 22 Drake House	24	0		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
H068	Block 23 Mansion House		40		0	0	5	5	5	5	5	5	5	5	0	0	0	0	0	0
H069	Block 27 Trafalgar House	31	7	6	2	5	0	0	0	0	0	0	0	0	0	0	0	0	0	0
H070	Block 33 Mayflower House	20	0		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
H072	78 Grange Road	3	0		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
H074	152 Grange Road	2	0		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
H075	Block 17 Marina		16		0	0	2	2	2	2	2	2	2	2	0	0	0	0	0	0
H076	Block 18 Marina		16		0	0	2	2	2	2	2	2	2	2	0	0	0	0	0	0
H077	Block 19 Marina		60		0	0	6	6	6	6	6	6	6	6	6	6	0	0	0	0
H078	Block 20 Marina		18		0	0	6	6	6	0	0	0	0	0	0	0	0	0	0	0
H079	Block 24 Marina		19		0	0	4	4	4	4	3	0	0	0	0	0	0	0	0	0
H080	Block 25 Marina		48		0	0	6	6	6	6	6	6	6	6	0	0	0	0	0	0

Ref	Planning Permission Site Name	Completed	Remaining	2013 Completed	2013 Expected	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	>15 Years
H081	Block 26 Marina		20		0	0	5	5	5	5	0	0	0	0	0	0	0	0	0	0
H082	Block 28 Marina		20		0	0	4	4	4	4	4	0	0	0	0	0	0	0	0	0
H083	Block 29 Marina		48		0	0	0	8	8	8	8	8	8	0	0	0	0	0	0	0
H084	Block 31 Marina		24		0	0	4	4	4	4	4	4	0	0	0	0	0	0	0	0
H085	Block 32 Marina		36		0	0	6	6	6	6	6	6	0	0	0	0	0	0	0	0
H086	Mixed Use Maritime Avenue		54		0	0	14	20	20	0	0	0	0	0	0	0	0	0	0	0
H087	South of Maritime Avenue		400		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	400
H088	25 Birchill Gardens	1	0		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
H089	Tristram Avenue	9	0		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
H090	Orwell Walk	60	0		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
H091	Union House	4	3		3	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
H092	United Reform Church	6	4		4	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
H093	5 Wynyard Woods	1	0		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
H094	15 Burwell Walk	1	0		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
H095	Shu-Lin		1		1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
H097	65 Grange Road	3	0		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
H098	7 Hylton Road	2	0		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
H099	Middle Warren 9A (Persimmon)	43	4		4	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
H100	13 Manor Road	1	0		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
H101	Shops Elizabeth Way	1	0		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
H102	Rear of 153 Seaton Lane		10		0	10	0	0	0	0	0	0	0	0	0	0	0	0	0	0
H103	White House Farm	4	0		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
H104	Hartlepool Hospital		100		0	0	0	25	25	25	25	0	0	0	0	0	0	0	0	0
H107	Briarfield House	8	0		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
H108	Briarfield Plot	1	0		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
H109	Hunters Walk	1	0		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
H110	Middle Warren 6D (Persimmon)	2	0		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
H111	29 Hutton Avenue	5	0		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
H112	Glendower		1		1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
H113	Seaton Lane Phase I	25	0		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

Ref	Planning Permission Site Name	Completed	Remaining	2013 Completed	2013 Expected	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	>15 Years
H114	Charles Square Phase 1	20	0		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
H115	12 Worset Lane	1	0		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
H116	Hutton Court	3	0		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
H117	Charles Square Phase II	17	0		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
H118	PE Coaches	1	0		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
H119	Blakelock Gardens	14	0		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
H120	Kipling Road	20	0		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
H121	Belle Vue (The Lakes)	99	0		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
H122	Maxwell Court	19	0		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
H123	North Farm		14		0	0	7	7	0	0	0	0	0	0	0	0	0	0	0	0
H125	Park Mead		1		0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0
H126	2 St Pauls Road	2	0		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
H128	Middlethorpe Farm	2	3		3	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
H129	Hawk Ridge	1	0		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
H130	41 EGERTON ROAD	1	0		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
H131	38 Holt Street and 16 Lister Street	1	0		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
H132	Manor Farm		7		0	0	7	0	0	0	0	0	0	0	0	0	0	0	0	0
H133	Rear of Tall Trees		1		0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0
H134	121-123 Park Road		12		0	0	12	0	0	0	0	0	0	0	0	0	0	0	0	0
H136	Morison Hall		6		0	0	6	0	0	0	0	0	0	0	0	0	0	0	0	0
H137	Easington Road	68	0		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
H138	53 Applewood Close		1		0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0
H139	Chester Hotel	4	4	2	4	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
H140	19 Tunstall Avenue	1	0		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
H141	195 Raby Road	1	0		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
H142	Pangbourne		1		0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0
H143	Throston Grange Monmouth Grove	22	0	22	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
H144	St Marks Church		5		0	0	5	0	0	0	0	0	0	0	0	0	0	0	0	0
H145	2-4 Whitby Street		4		0	0	4	0	0	0	0	0	0	0	0	0	0	0	0	0
H146	49 The Front	4	0		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

Ref	Planning Permission Site Name	Completed	Remaining	2013 Completed	2013 Expected	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	>15 Years
H147	21-27 Midlotian Road	4	0		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
H148	Park House		1		0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0
H149	Crest Identity		4		0	0	4	0	0	0	0	0	0	0	0	0	0	0	0	0
H150	25 Raby Road	1	0		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
H151	Cumbria Walk		2		0	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0
H152	Former Mission Hall Burbank		4		0	4	0	0	0	0	0	0	0	0	0	0	0	0	0	0
H153	Seaview House	1	0		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
H154	Lambs House Farm		1		0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0
H155	29 Hutton Avenue		2		0	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0
H156	Eaglesfield Road	31	34	5	15	19	0	0	0	0	0	0	0	0	0	0	0	0	0	0
H157	Fernbeck	1	0		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
H158	Manor House Farm		4		0	4	0	0	0	0	0	0	0	0	0	0	0	0	0	0
H160	Crows Meadow Farm	1	0		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
H161	Mayfair	8	236	8	12	30	30	30	32	32	35	35	0	0	0	0	0	0	0	0
H162	79 The Front		4		0	0	4	0	0	0	0	0	0	0	0	0	0	0	0	0
H163	Newholm Court	10	0		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
H164	60-62 Southgate (Barkers Place)	5	0		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
H165	156 Grange Road	1	0		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
H166	Perth Street Regeneration Scheme		83		0	20	20	20	23	0	0	0	0	0	0	0	0	0	0	0
H167	154 Grange Road	1	0		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
H168	1 Victoria Place	1	0		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
H169	Jesmond Road School	1	37	1	7	10	20	0	0	0	0	0	0	0	0	0	0	0	0	0
H170	Crookfoot Farm		1		0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0
H171	Middle Warren 9 (Former PU10 site) Phase 16	12	37	9	10	12	15	0	0	0	0	0	0	0	0	0	0	0	0	0
H172	Overlands Plot A		1		0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0
H173	Eden Park Self Drive		7		0	0	0	7	0	0	0	0	0	0	0	0	0	0	0	0
H174	Jones Road (Supported Housing)		42		0	0	20	22	0	0	0	0	0	0	0	0	0	0	0	0
H175	31 South Road		4		0	0	0	4	0	0	0	0	0	0	0	0	0	0	0	0
H176	Sussex & Oxford Street		10		0	0	0	10	0	0	0	0	0	0	0	0	0	0	0	0
H177	37 York Road	1	0		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

Ref	Planning Permission Site Name	Completed	Remaining	2013 Completed	2013 Expected	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	>15 Years
H178	Shu Lin		2		0	0	0	2	0	0	0	0	0	0	0	0	0	0	0	0
H179	Close Farm Cottage		3		0	0	0	3	0	0	0	0	0	0	0	0	0	0	0	0
H180	19-21 Tankerville Street		7		0	0	0	0	7	0	0	0	0	0	0	0	0	0	0	0
H181	Middle Warren Area 9 Phase 15		160		0	10	30	30	30	30	30	0	0	0	0	0	0	0	0	0
H182	70-71 MILLPOOL & 1-2 SOMERSBY CLOSE		4		0	0	0	0	4	0	0	0	0	0	0	0	0	0	0	0
H183	41/43 York Road		4		0	4	0	0	0	0	0	0	0	0	0	0	0	0	0	0
H184	94 Milton Road	1	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
H185	Former Mas Agraa Palace		7		0	0	0	7	0	0	0	0	0	0	0	0	0	0	0	0
H186	9 FRONT STREET	1	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
H187	Brierton Farm		1		0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0
H188	LAND AT TANFIELD ROAD		45		0	5	20	20	0	0	0	0	0	0	0	0	0	0	0	0
H189	Wynyard Park		168		0	0	18	25	25	25	25	25	25	0	0	0	0	0	0	0
H190	Land adjacent Seaton Carew Nursery School		35		0	0	10	25	0	0	0	0	0	0	0	0	0	0	0	0
H191	FORMER HENRY SMITH SCHOOL SITE		25		0	0	25	0	0	0	0	0	0	0	0	0	0	0	0	0
H192	Nelson Farm	1	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
H193	Middle Warren 9 B2		97		0	22	25	25	25	0	0	0	0	0	0	0	0	0	0	0
H194	38 Church Street		3		0	0	0	0	3	0	0	0	0	0	0	0	0	0	0	0
H195	2 SCARBOROUGH STREET		1		0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0
H196	39 Wharton Terrace		2		0	0	0	0	2	0	0	0	0	0	0	0	0	0	0	0
H197	Havelock Centre		13		0	0	13	0	0	0	0	0	0	0	0	0	0	0	0	0
H198	FORMER BRIERTON SCHOOL SITE		107		0	0	15	20	22	25	25	0	0	0	0	0	0	0	0	0
H199	Foggy Furze Library		30		0	0	15	15	0	0	0	0	0	0	0	0	0	0	0	0
Total Extant Planning Permissions		2074	2061	75	85	235	427	387	291	189	186	99	54	21	6	6	0	0	0	400

Table Q: SHLAA Windfall Sites

SHLAA Windfall Site Name	Remaining	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	>15 Years
Britmag Main (Sites A & B)											30	30	60	60	60	60	
Hartlepool Hospital											25	25	25	25	50	50	
Former St Hilds School					25	25	25	38									
Jacksons Landing													20	20	20	25	
Oakway Industrial Estate										10	30	20	20				
Council Depot												25	25	25			
Britmag Middle (Sites C)								40	27								
Britmag Small (Sites D)							29										
Behind 224-246 West View Road					13	14											
Lealhom Road															26		
Greatham Allotments West											25						
Greatham, Station Road									15	15							
Oxford Road													10	15			
Friarage Manor				16													
Old Cemetery Road				7	7												
Claremont Flats						13											
Springwell School													12				
Eskdale Road										11							
Greatham Land to the Rear of Chestnut Row										11							
Clarkston Court							11										
Rear of Bruntoft Avenue							10										
Briarfields Paddock				10													
Hill View											10						
Greatham West of The Grove (Back Gardens)							8										
Egerton Terrace (Whitehouse Farm)					3												
Dalton Piercy Dalton Heights							3										
Total SHLAA Windfalls	1214	0	0	33	48	52	86	78	42	47	120	100	172	145	156	135	0

Table R: Total Net Delivery in Demonstrating a 5 Year Land Supply of Deliverable Housing Sites

	Remaining	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	>15 Years	Total
Total Gross Delivery	3275	160	235	460	435	343	275	264	141	101	141	106	178	145	156	135		3275
Projected Demolitions	-700	-40	-90	-90	-40	-40	-40	-40	-40	-40	-40	-40	-40	-40	-40	-40		-700
Total Net Delivery	2575	120	145	370	395	303	235	224	101	61	101	66	138	105	116	95		2575
Scenario 1: Housing Provision / 15																		
		320	320	320	320	320	320	320	320	320	320	320	320	320	320	320		4800
Scenario 1 Accordance		-200	-175	50	75	-17	-85	-96	-219	-259	-219	-254	-182	-215	-204	-225		-2225
5 Year Accordance		-267					-878					-1080						-2225
Scenario 2: Housing Provision + 20%																		
		384	384	384	384	384	288	288	288	288	288	288	288	288	288	288		4800
Scenario 2 Accordance		-264	-239	-14	11	-81	-53	-64	-187	-227	-187	-222	-150	-183	-172	-193		-2225
5 Year Accordance		-587					-718					-920						-2225

REGENERATION SERVICES COMMITTEE

5th December 2013



Report of: Assistant Director (Regeneration)

Subject: EUROPEAN REGIONAL DEVELOPMENT FUND
HARTLEPOOL ENTERPRISE GROWTH HUB

1. TYPE OF DECISION/APPLICABLE CATEGORY

1.1 Key Decision (test (i) and (ii) apply) Forward Plan Reference No. 30/13.

2. PURPOSE OF REPORT

2.1 To inform members of the successful completion of the “Enterprising Hartlepool” project and to seek approval to accept further European Regional Development Fund (ERDF) monies to continue the successful activities.

3. BACKGROUND

3.1 In June 2009 the Economic Development Team of the Council were successful in securing £450,000 of ERDF to support work with individuals considering self employment as an option, business start ups and developing businesses. The project was part of the Tees Valley Integrated Business Support Activity, which was a joint project with Stockton on Tees Borough Council, Middlesbrough Council and Teesside University with Hartlepool as the lead accountable body.

3.2 The project was funded through the 2007 – 2013 ERDF programme which totalled approximately £300m of EU funding against a series of measures including increased business creation, improvement in business performance and as a consequence job creation and safeguarding.

3.3 The project benefited from retrospection, starting on 1st August 2008 and due for completion on 31st March 2012, although a short 3 month extension was subsequently agreed to allow for final payments to clear.

3.4 The funding was matched against a cocktail of core revenue budgets, officer salaries and Working Neighbourhood Fund (WNF) monies which were being utilised within the service.

- 3.5 Due to the subsequent withdrawal of WNF, in 2011 a significant change was agreed in the project and a reduced amount of £297,174 of ERDF was approved. However due to underspends in other areas of the project, ultimately the Council will receive a total of approximately £335,000 ERDF.
- 3.6 The evaluation of this project is currently being completed, highlights to date show that the project has been successful across all measures including the creation of over 40 new businesses, 80 new jobs and the safeguarding of in excess of 40 jobs. In addition, in excess of 300 Hartlepool residents were coached towards becoming self employed. Many of these went on to set up service type businesses including shops and services to individuals which are not eligible for support in the current ERDF programme and could not therefore be counted as new businesses supported. During the project, it was subject to 2 audits by DCLG, both of which were satisfactorily concluded. The evaluation will be made available to members once fully completed.

4. PROPOSALS

- 4.1 Following the successful conclusion of the above mentioned project, further funding was sought to continue to support the business support elements of Economic Regeneration, with an initial proposal submitted in February 2013.
- 4.2 Following discussions with the ERDF Secretariat additional funding of £403,165 has been offered (subject to contract) to cover the period 1st March 2013 – June 2015. In order to maximise the amount of ERDF and minimise the level of Borough Council match funding, it has been agreed that private sector match funding be incorporated in the bid. This gives the following breakdown for the project:

HBC Salaries	-	£188,652
HBC Grants	-	£ 46,569
Private Sector	-	£167,644
ERDF	-	<u>£403,165</u>
		<u>£806,330</u>

- 4.3 Outputs for the proposed project have been based on the previous project and include:

Description	New Target	Target in previous project	Achieved in previous project
No of SMEs receiving financial assistance	35	68	58
No of new SMEs assisted	32	10	10
No of SMEs assisted	40	5	20
Potential Entrepreneurs assisted to be enterprise ready	100	350	307

Description	New Target	Target in previous project	Achieved in previous project
No of gross jobs created	52	80	81
No of gross jobs safeguarded	30	40	42
No of businesses created/attracted	32	40	43
No of businesses created/attracted surviving 12 months	18	18	26
No. of businesses assisted with improved performance	28		

- 4.4 These measures equate to standard activities which the Economic Regeneration Team undertake and in view of the potential retrospection are already in the process of being achieved.
- 4.5 The project will support the continued development and implementation of the Hartlepool Business Incubation Strategy which was published in 2003 to respond to low levels of business start ups and stock levels, which was set against changing patterns of international investment. A significant level of the strategy has been successfully implemented including the enhancement of Hartlepool Enterprise Centre, delivery of 47,000 sq ft of Innovation space at Queens Meadow and the delivery of 40,000 sq ft move on space at Queens Meadow. In addition a comprehensive business support programme was developed with all key partners to focus on encouraging business start up and growth.
- 4.6 The following table outlines the improvement in performance in this area compared particularly to Tees Valley and North East rates. Despite a significant reduction in start up rates during the credit crunch and subsequent recession performance has seen a significant drop but rates have begun to show improvement.

- **Business Registrations per 10,000 of Population** – the number of new business start-ups per ten thousand of the population who are aged 16+.

Area	2004	2005	2006	2007	2008	2009	2010	2011
Hartlepool	32	36	40	49	36	32	29	38
Tees Valley	34	35	33	45	38	32	29	36
North East	37	37	34	42	36	31	28	33
Great Britain	59	57	52	57	54	48	47	52

- 4.7 Whilst satisfactory progress has been made, it is essential that Hartlepool continues to drive up enterprise rates further to develop further resilience in the local economy and to create further demand for direct and indirect jobs.

Currently, based on employment rates Hartlepool needs a further 1,800 jobs to meet the Tees Valley rate, 3,000 additional jobs to meet the north east rate and 5,000 additional jobs to meet the GB employment rate. Whilst it is hoped a significant level of new jobs can be created in the local economy over time it will also likely that some of these jobs will be available in travel to work areas.

5. RISK IMPLICATIONS

- 5.1 As part of the project application, risks are identified and assessed, with actions developed to minimise their likelihood of occurrence. These risks include slippage to timescales, failure to achieve match funding or beneficiaries and as a consequence, outputs.
- 5.2 As this project builds on the previous one, all the necessary processes and paperwork are in place to ensure that the Council remains compliant with the requirements for eligible spend and measurement of outputs. In addition the Council also has in place considerable expertise in handling external funding, which has been the basis for much of the successful operation of the Economic Regeneration Team.
- 5.3 In addition, as the project includes little new work and in essence supports existing Economic Regeneration work, there will be no slippage in timescales.
- 5.4 The project has been developed in such a way as to minimise the Council's financial input with additional match funding coming from the private sector's match to Borough Council's financial assistance and because the request for retrospection is acceptable to DCLG, much of the external match funding is already in place.
- 5.5 The project will be subject to quarterly claims which will be prepared by the Economic Regeneration Team for sign off by the Council's Finance Section. These claims will now be subject to a desktop evaluation by DCLG, including a full audit of 10% of the claim. This will further ensure that, going forward, claims will be eligible as they are presented, minimising the risk of items being identified at later audit stages.

6. FINANCIAL CONSIDERATIONS

- 6.1 The Council's match funding will be drawn from existing salaries within the Business Team of Economic Regeneration, together with revenue funding from the Grants budget. Because of the retrospection agreed with DCLG, financial assistance to business has been defrayed and match funding claimed retrospectively.
- 6.2 All claims will be prepared by the Economic Regeneration Team and will be checked and approved by the Finance Section. Once lodged the claims will

be subject to scrutiny by DCLG. As indicated this will include a 10% full audit sample.

7. LEGAL CONSIDERATIONS

7.1 DCLG will provide a standard EU funding contract which will be considered by the Council's Legal Section, prior to approval by Corporate Finance.

8. EQUALITY AND DIVERSITY CONSIDERATIONS

8.1 The project will contribute positively to Equality and Diversity by providing greater opportunities for individuals from all groups including women, BME communities and people with disabilities, allowing them to acquire the necessary skills to start and grow their own businesses. The project will ensure that opportunities are available for hard to reach groups.

8.2 Officers working on this project will ensure that the promotion of enterprise and business development support is promoted as relevant to all sections of the community and takes account of language and cultural barriers to take up. New businesses will be supported to adopt and apply diversity and family friendly policies.

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

9.1 There are no Section 17 implications.

10. RECOMMENDATIONS

10.1 Committee is recommended to approve the acceptance of the ERDF as outlined, subject to confirmation by the Legal and Corporate Finance Sections that the contract, when received is acceptable.

11. REASONS FOR RECOMMENDATIONS

11.1 Although progress has been made towards targets in respect of the creation of new enterprises and the development of the Hartlepool Business Community, there remains a need for intervention and additional support.

11.2 There is no call on the Council for additional match funding and the investment of £235,521, will bring in an additional £403,165 to support the existing work of the Economic Regeneration Team.

- 11.3 In effect this is an extension of a previous project, meaning that all the necessary administrative arrangements are already in place to ensure a seamless transition to the new project.

12. CONTACT OFFICER

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REGENERATION SERVICES COMMITTEE

5th December 2013



Report of: Assistant Director (Regeneration)

Subject: HARTLEPOOL REGENERATION MASTERPLAN

1. TYPE OF DECISION/APPLICABLE CATEGORY

1.1 Key Decision. Key test ii applies.

2. PURPOSE OF REPORT

2.1 To seek committee endorsement for a brief that will allow the development of a masterplan for key areas of Hartlepool including the town centre area and the Marina.

3. BACKGROUND

3.1 The Council has recently completed the purchase of Jacksons Landing and is pursuing a range of regeneration aspirations in the Marina area, Mill House, Church Street and the wider town centre. These areas have the potential to be the key drivers that will help to deliver future economic growth and job creation and allow the step change required to ensure that the economy in Hartlepool responds to current and future challenges.

3.2 Given the range and number of regeneration opportunities currently being considered it's important that these are dealt with in a comprehensive way that ensures the benefits of each development opportunity are maximized and delivered in the most appropriate way in the short, medium and long term.

3.3 This comprehensive approach can be achieved through a Master planning process that will allow the various regeneration opportunities to be looked at together to allow the clear articulation of what can be delivered, when it can be delivered and how the most appropriate development opportunities can be delivered, in a concise way.

3.4 The masterplanning process is a positive and proactive approach to the development of a defined area that will allow the broad principles of development to be agreed and the scope and nature of that development to

be defined. This will be justified through the demonstration of an evidence based approach, and analysis of baseline data. It also allows the creation of a vision for an area and a clear statement of aims and objectives. Broadly the key components are:

- The development of a Strategic Framework (including aims and objectives and analysis of baseline data);
- the Spatial Masterplan – this includes the development of the broad vision consisting of plans, visuals and written documentation; and
- an implementation plan which is a strategy to turn the vision and plans in to reality and also tests the viability and deliverability of the Masterplan proposals.

- 3.4 There are a range of benefits in considering an area in this way as it can help to redefine places that are familiar, opening up its potential and offering new insights into the type of place it could be. The approach offers opportunities for the local community to become engaged in focused consultation of the regeneration process. This in turn can help to build consensus about the future of sites and identify the priorities for action which build's commitment and certainty which can have a positive impact on land values and the viability of proposals.
- 3.5 The areas across which the Masterplan will be prepared are in multiple ownership (including the Council as a major land owner) and the comprehensive Masterplan approach can help to give clarity to roles and responsibilities of various interested parties and build consensus amongst land owners and other asset owning organisations.

4. THE REGENERATION MASTERPLAN BRIEF

- 4.1 Attached at **Appendix 1** is the draft Regeneration Masterplan Brief which sets out the Council requirements for the masterplanning exercise. This will be used to secure the services of Masterplanning professionals to deliver the final document.
- 4.2 The document outlines the area to be covered within the work and has been outlined as a focused primary area and a broader secondary area. The primary area contains the majority of development opportunities so this approach will allow work to be focused in these areas but still ensure that proposals suggested here relate to and benefit the wider town centre area.
- 4.3 The brief explains that the Council has a number of regeneration priorities and opportunities and these key sites and policy areas that it would like to address.
- 4.4 The key sites that will be addressed specifically include Jacksons Landing which is the town's key waterfront redevelopment opportunity. The site offers the opportunity for a number of opportunities including new leisure facilities, tourism uses or a flagship mixed use development. The Church

Street/Lynn Street area, Mill House, Trincomalee Wharf and the wider Marina area will also be subject of detailed consideration within the Masterplan.

- 4.5 In addition to the main development sites the Masterplan process will consider the future retail potential of the Town Centre and a Retail Revival Strategy will be prepared. This will set out a strategy and action plan for improving retail opportunities in the town. It will identify the main issues with the town centre and any gaps in the retail market and identify how these can be addressed. A separate brief has been prepared to guide this element of the commission.

5. FINANCIAL CONSIDERATIONS

- 5.1 To secure the services of professionals to deliver this work the brief will be tendered via the NEPO tender process in line with Council procurement rules.
- 5.2 Tenders will then be evaluated and scored using a quality and price matrix assessment.
- 5.3 The scored assessments will be brought back to Committee for information.
- 5.4 Funding has been made available through the Councils CCFT funding and will be agreed through the Medium Term Financial Strategy.

6. LEGAL CONSIDERATIONS

- 6.1 There are no legal considerations.

7. STAFF CONSIDERATIONS

- 7.1 There are no staffing considerations

8. ASSET MANAGEMENT CONSIDERATIONS

- 8.1 At this stage there are no asset management considerations.

9. EQUALITY AND DIVERSITY CONSIDERATIONS

- 9.1 There are no equality and diversity considerations.

10 SECTION 17 OF THE CRIME AND DISORDER ACT 1998 CONSIDERATIONS

- 10.1 There are no Section 17 considerations.

11. RECOMMENDATIONS

11.1 Committee is recommended to:

- i) Endorse the brief attached at **Appendix 1**; and
- ii) Authorise officers to seek the services of appropriately qualified professionals to prepare the Masterplan document

12. REASONS FOR RECOMMENDATIONS

12.1 Agreement from Committee will allow the regeneration of the priority sites to be undertaken in a comprehensive way.

13 CONTACT OFFICER

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Brief for Hartlepool's Regeneration Masterplan



December 2013

Cover Image- Vision for Jacksons Landing

1 Purpose of the Brief



- 1.1 Hartlepool Borough Council is aspirational and ambitious to maximise the town's potential and requires a long-term vision for future development and regeneration of the wider Town Centre and waterfront Marina area. The Marina is a fabulous development but has the potential to be even better with exciting and visionary complementary regeneration of a regional and national interest.
- 1.2 The purpose of this Brief is to outline the key requirements of a Masterplan which needs to set out a site-specific vision for the delivery of a connected and prosperous wider Town Centre and Marina. The Masterplan should ensure that a transformational approach to development is achieved creating the jobs for the future and enabling a new chapter in the economic growth of the Borough.
- 1.3 The masterplan should increase Hartlepool's profile as a major leisure and tourism destination. Bold and deliverable solutions for leisure, tourism, retail and recreation uses are required to redefine the town and open up its potential.
- 1.4 A step change in the retail offer of the town is required to revive the sector and ensure that it meets modern needs and requirements.
- 1.5 The proposed Masterplan represents an important opportunity for Hartlepool. It will allow the Council and other key land owners to explore possibilities to enhance and support growth in this key area of the town and to set out its expectations for the content and timing of development proposals.
- 1.6 The production of a Masterplan has the potential to kick-start the wider regeneration of the town. It is envisaged that these under-utilised sites which face connectivity issues will be transformed into a new and vibrant metropolitan quarter. The Masterplan should take advantage of the Marina's waterfront location, which is much more than a "local" destination appealing to a sub-regional, regional and national audience, to realise a high quality development.
- 1.7 The Masterplan will support the delivery of schemes within the Town Centre and Marina area of Hartlepool by providing greater certainty to existing businesses and potential investors, allowing development to take place in a coordinated fashion.
- 1.8 The Masterplan should consider the prominence of the waterfront location of the Marina and the need for a high quality innovative scheme. The public realm needs to be fully considered and integrated into the Masterplan and consideration should be given to the connectivity of retail, leisure, tourism aspirations of the town.

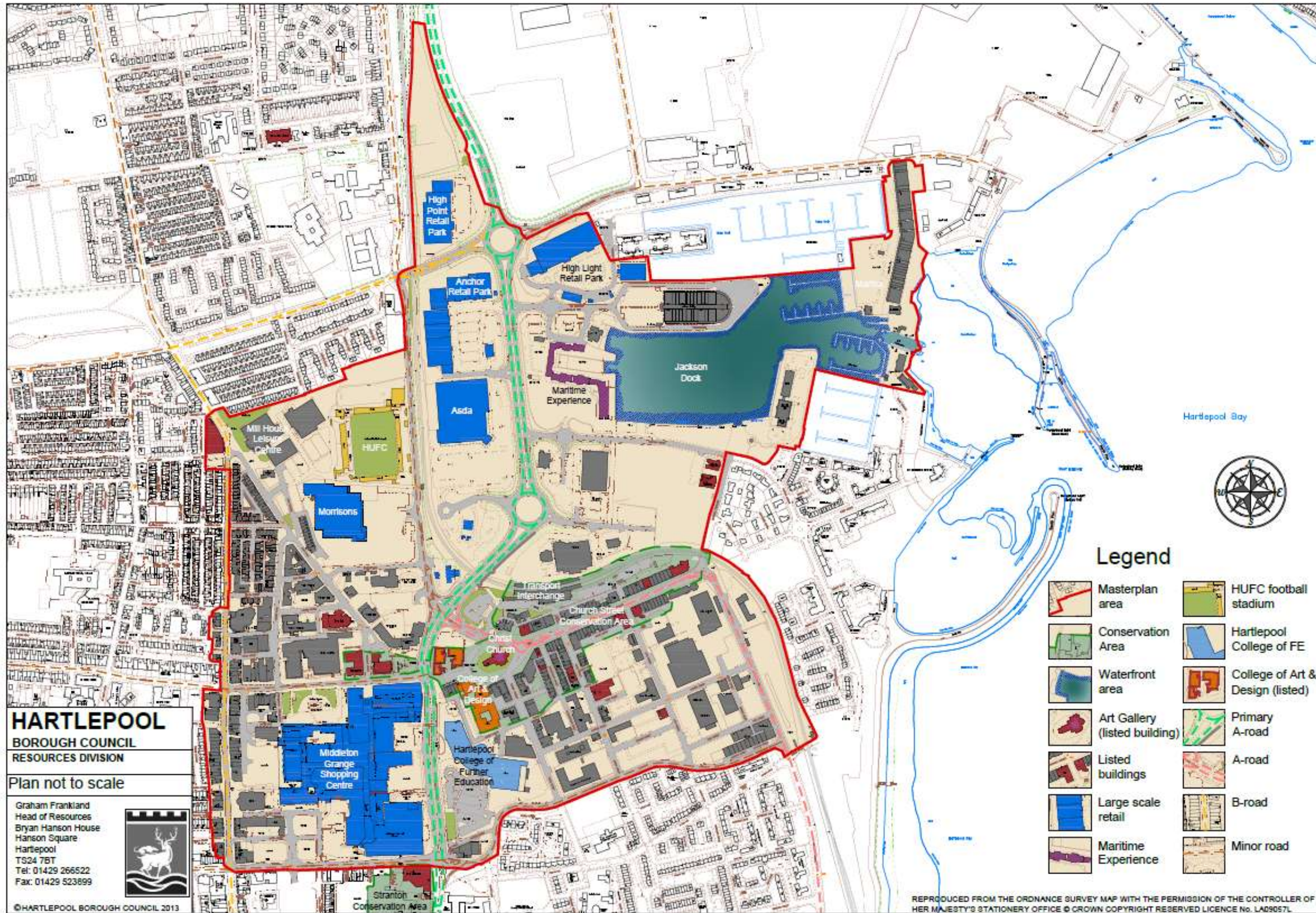
2 Opportunities

2.1 The area has a number of strengths and opportunities for development including:

- Attractive waterfront location with available development sites;
- The £4.6m Transport Interchange located in Church Street with direct rail services to London Kings Cross;
- Strong transport links;
- Opportunities for increased retail performance as the median gross weekly earnings in Hartlepool, based on residents who are in full time employment' are the highest in the Tees Valley and higher than the North East average;
- Linkages to established leisure/tourism facilities such as the Maritime Experience, Christ Church art gallery and museum, Hartlepool United's football stadium and Seaton Carew which is itself undergoing a multi-million pound regeneration.
- Hartlepool is one of the top visitor destinations in the North East of England.
- Key opportunities exist within the port area and the town's business parks to support large scale investment in growth industries such as offshore wind, renewable energy and other eco-industries.
- The town centre is a key destination for retail, leisure and commercial activities.
- Middleton Grange Shopping Centre has a footfall of 10m with 140 outlets employing 500 people.
- Focus for major local, national and international events including the Tall Ships Races which attracted 1m visitors over 4 days.
- Includes the oldest British Navy Warship afloat in the world.
- The £500m Marina development over 24Ha is a thriving hub of restaurant, café, bars and shops and the home of Hartlepool Maritime Experience and the Museum of Hartlepool with 100k visitors a year.
- Linkages to key drivers such as new higher / further education facilities. This area accommodates Hartlepool College of Further Education with a mix of 8,000 FE and HE students and a strong focus on vocational skills.
- Cleveland College of Art and Design is the only specialist provider of Higher Education in the creative industries in the North East and has recently expanded into key historic buildings in the area.

2.2 A plan detailing the key features is shown on Plan 1 below.

Plan 1 - Features of the Masterplan area



3 Requirements

- 3.1 This brief outlines the requirements for a Masterplan which is to be undertaken on behalf of Hartlepool Borough Council for the wider Town Centre and Marina area as defined in Appendix 1.
- 3.2 The boundary has been divided into a focussed primary area and a broader secondary area. The primary area contains the majority of development opportunities. This approach will allow work to be focussed in these areas but still ensure that proposals suggested in this area relate to the wider town centre.
- 3.3 The work is to comprise the following components:

Stage 1:	The development of a Strategic Framework, (including aims and objectives and a review and analysis of baseline data).
Stage 2:	Stakeholder and community engagement to scope aspirations and potential issues that may influence the Masterplan.
Stage 3:	Draft Masterplan and site options, including an implementation plan to turn the vision and plans in to reality and also test the viability and deliverability of the proposals, plus soft market testing (includes plans, visuals and written documentation). Review of requirements for retail in Hartlepool.
Stage 4:	Revisions and finalise Masterplan.
Stage 5:	Publication and dissemination.

4 Key Opportunities

Leisure

- 4.1 Hartlepool Borough Council has the aspiration to develop a new and enhanced leisure facility to replace the ageing facilities at Mill House. The Council wishes to explore the opportunity to create an enhanced facility that could become a regional destination and add to the towns leisure and tourism offer. We expect the professional team to highlight preferred sites for the leisure development however the scope and nature will be subject of a separate commission that will sit alongside the masterplan.

Retail

- 4.2 The masterplan must set out a comprehensive strategy and action plan for improving retail opportunities in the town. The strategy should identify the

main issues with the town centre and gaps in the retail market and identify how these can be addressed. A separate brief has been produced (See **Appendix 3**) to guide this element of the commission. The retail strategy must be completed by a recognised national leader in retail with significant industry experience, expertise and contacts. The retail strategy must be a specialist piece of work that can help inform the masterplan.

5 Key Geographical Areas

Jacksons Landing

- 5.1 Jacksons Landing is the town's key waterfront redevelopment opportunity. The site has recently been purchased by the Council with the aim of redeveloping the site within the short-term. The site offers the opportunity for a number of opportunities including new leisure/water sports facilities, tourism uses or a flagship mixed use development. The prominence of the site would form an ideal location for an iconic building as a centre piece to the overall Marina.



Photograph: Jacksons Landing (Foreground), Hartlepool Maritime Experience and Trincomalee Wharf (Top Left)

Church Street Area

- 5.2 The Council has identified the redevelopment of the Church Street area as one of its main regeneration priorities and wishes to explore the potential of utilising the land and assets that it owns to realise its objectives. HBC are

seeking original ideas that will help to deliver the regeneration of the area, including the relocation of the council's depot facilities to a more suitable location and redevelopment of the existing site.

- 5.3 The key principle underpinning investment within the Lynn Street Depot is that new, large scale developments at either end of the area (Hartlepool College of Further Education being the other) will increase footfall and help to establish a high quality mixed use environment that will significantly enhance the image of the area.
- 5.4 Church Street provides the key link between the Town Centre and Marina and it's important that this role and the connectivity of the wider area is enhanced.

Mill House

- 5.5 The objectives of the masterplanning exercise are to derive value out of the Mill House site, explore links with the football club and look at other development options including the relocation or replacement leisure facilities and regeneration of the former Odeon Cinema.

Marina

- 5.6 A number of the development sites lie within the heart of the Hartlepool Marina, one of the exceptional developments along the north east coast. It contains berthing facilities for 500 craft, waterside restaurants and pedestrian promenades with food outlets around the site, a cinema complex and leisure facilities.
- 5.7 The site lies next to the award-winning Historic Quay. The Historic Quay is a recreation of an 18th century seaport portraying maritime experiences of the Napoleonic times and includes the historic quayside and shops.



Photograph: Town centre and Church Street Area



Photograph: Marina and Masterplan Area

Trincomalee Wharf

- 5.8 The site located to the south east of the Historic Quay between Maritime Avenue and Jackson Dock waterfront is known as ‘Trincomalee Wharf’ The site itself is unique and prestigiously located within a waterfront setting.
- 5.9 The site has a total land area of 1.1 hectare with a further 0.28 hectares of open water area within Jackson Dock potentially available for use in association with this development. The site has a prime water frontage.
- 5.10 There are fine views out across Jackson Dock to the Hartlepool Historic Quay and HMS Trincomalee and to the Marina berths together with leisure activities to the north and north east.
- 5.12 The adjacent successful Historic Quay is now a major tourist and visitor attraction in its own right and is having a major impact upon the numbers of visitors to the Town. ‘Visit Britain’, the UK Tourist Authority, now promotes Hartlepool as one of its top UK mini-break destinations. The Historic Quay is the home of HMS Trincomalee the oldest ship afloat in the United Kingdom and an award-winning maritime attraction of national importance.

6. Policy

- 6.1 The area identified for the Masterplan as defined by plan 1 includes a number of listed buildings and a conservation area. The planning framework for Hartlepool comprises the National Planning Policy Framework (NPPF) 2012 and relevant policies compliant with the NPPF in the adopted Hartlepool Local Plan 2006, a matrix of relevant policies will be available shortly.
- 6.2 Hartlepool Borough Council is at an early stage of formulating opinions for new local plan however it is important to ensure that the future development of the sites helps to deliver the overall aim of Hartlepool’s Sustainable Community Strategy:
- 6.3 *“Hartlepool will be a thriving, respectful, inclusive, healthy, ambitious and outward looking community, in an attractive and safe environment, where everyone is able to realise their potential.”*

7 Outputs

- 7.1 This Masterplan is intended to outline the Council’s regeneration agenda and is intended to facilitate the redevelopment of the site into a vibrant area offering a thriving retail offer along with developing tourist and leisure

opportunities. The expectation is that the Masterplan will contribute to securing considerable private sector investment in the area and provide comfort to potential investors that Hartlepool is a proactive location.

7.2 The main thrust of the Masterplan is to establish a coherent set of land use and design parameters to guide the future regeneration of this area. These guidelines would seek to provide a deliverable strategy that will encourage the private sector to recognise and invest in the area's true potential.

7.3 The main aims of the Masterplan are to:

- Produce a clear and precise vision for the future, to attract private sector investment and identify public and private aspirations and roles.
- Implementation- Produce a strategy for how to turn the vision and plans into reality. The masterplan must consider and test how the proposals will be implemented. A written statement will be required to address cost, programme, viability and deliverability issues.
- Production of a Retail Revival Strategy in line with the requirements set out in **APPENDIX 3**. The retail strategy must be completed by a recognised national leader in retail with significant industry experience, expertise and contacts. The retail strategy must be a specialist piece of work that can help inform the masterplan.
- Detailed analysis of each of the key sites including the identification of new uses and market opportunities to exploit the full development potential of the sites.
- Provide deliverable solutions to address the connectivity issues between the Town Centre, Marina and Church Street area and ensure that development helps to integrate the Marina within the wider urban area, including retail offer.
- promote the development of an important regeneration opportunity;
- promote the area in terms of leisure and tourism
- ensure that urban design, public space and architecture are of the highest quality (Appendix 2 highlights the key design principle for inclusion in the Masterplan); and
- Promote the creation of a regional/national visitor destination.
- Make recommendations as to the preferred location for new leisure facilities and an assessment of the suitability and added value that can be generated from the sites considered.
- Constraints associated with the Masterplan area should be identified and accounted for within the Masterplan.
- The Masterplan should be prepared in such a way that it is capable of being produced as a Supplementary Planning Document and should include a Design Code, prepared in consultation with Borough Officers to facilitate new development.

7.4 Three hard copies of the Masterplan and an electronic version will be provided by the professional team. Ownership of all data gathered will rest with Hartlepool Borough Council and should be in an electronic format which will enable the authority to readily interrogate and manipulate it.

8 Contract Operation and Management

8.1 The contract will be managed by Damien Wilson Assistant Director (Regeneration) on behalf of Hartlepool Borough Council, reporting through an appropriate stakeholder group established to drive the project forward.

9 Expected Timetable

9.1 It is anticipated that a preliminary inception meeting will be held at the commencement of the project, anticipated to be ????.

9.2 Exact dates for the completion of individual stages will be confirmed at the outset by discussion between Hartlepool Borough Council and the professional team at the inception meeting. It is anticipated that the professional team will be appointed in ??? with the project to be completed within 9 months.

Invitation to Tender	TBC
Submission Deadline	
Interviews	
Professional team appointed	
Inception meeting	
Engagement with Stakeholders	
Draft Masterplan, including site options and deliverability strategy and soft market testing	
Project meeting	
Final report delivered	
Public launch	

10 Submission Requirements

10.1 Each submission should contain:

- a methodology statement and work programme with milestone dates identifying the overall approach to the production of the strategy, identifying key underlying principles and the team's likely response to the challenges set out within the brief;

- an appreciation of the issues, challenges and opportunities afforded by the masterplan;
- Detailed costs for completing the work including an indication of your team including a clearly identified project manager (and details of any sub-contractors) including named staffed members, their experience, hourly rates and each individual's staff hours to be spent on each element of the study;
- Detailed proposals for reporting to the client management group to review progress.

10.2 In order to illustrate the team's credentials and abilities the following information will be required:

- relevant examples of the experience of your organisation(s) on similar assignments elsewhere with references;
- identified individuals who will be managing the project and the qualifications and relevant experience of all personnel who will be involved in the project.
- a complete list of relevant clients during the past five years;
- details of the proposed work schedule including how the work will be organised and managed, and the quantified inputs of the team members.

11 Evaluation of Tenders

11.1 The selection of a professional team will be undertaken by the project management group; on the basis of a quality (70%) and price (30%) assessment.

11.2 Ability to meet requirements - as evidenced by a demonstrable understanding of the brief. The main criteria on which the decision will be based are provided below for guidance:

- ability to meet requirements - as evidenced by a demonstrable understanding of the brief and evidence of previous experience;
- cost competitiveness - bids will be assessed in terms of both innovative approach and value for money. The client team does not bind itself to accept the lowest or any tender;
- approach to carrying out the project - it is important that parties with relevant interests, knowledge and experience are involved in the development of the project and therefore the methodology is an important element which will be assessed; and;
- capacity and resources to complete the work within the demanding timescales outlined.

12 Fees

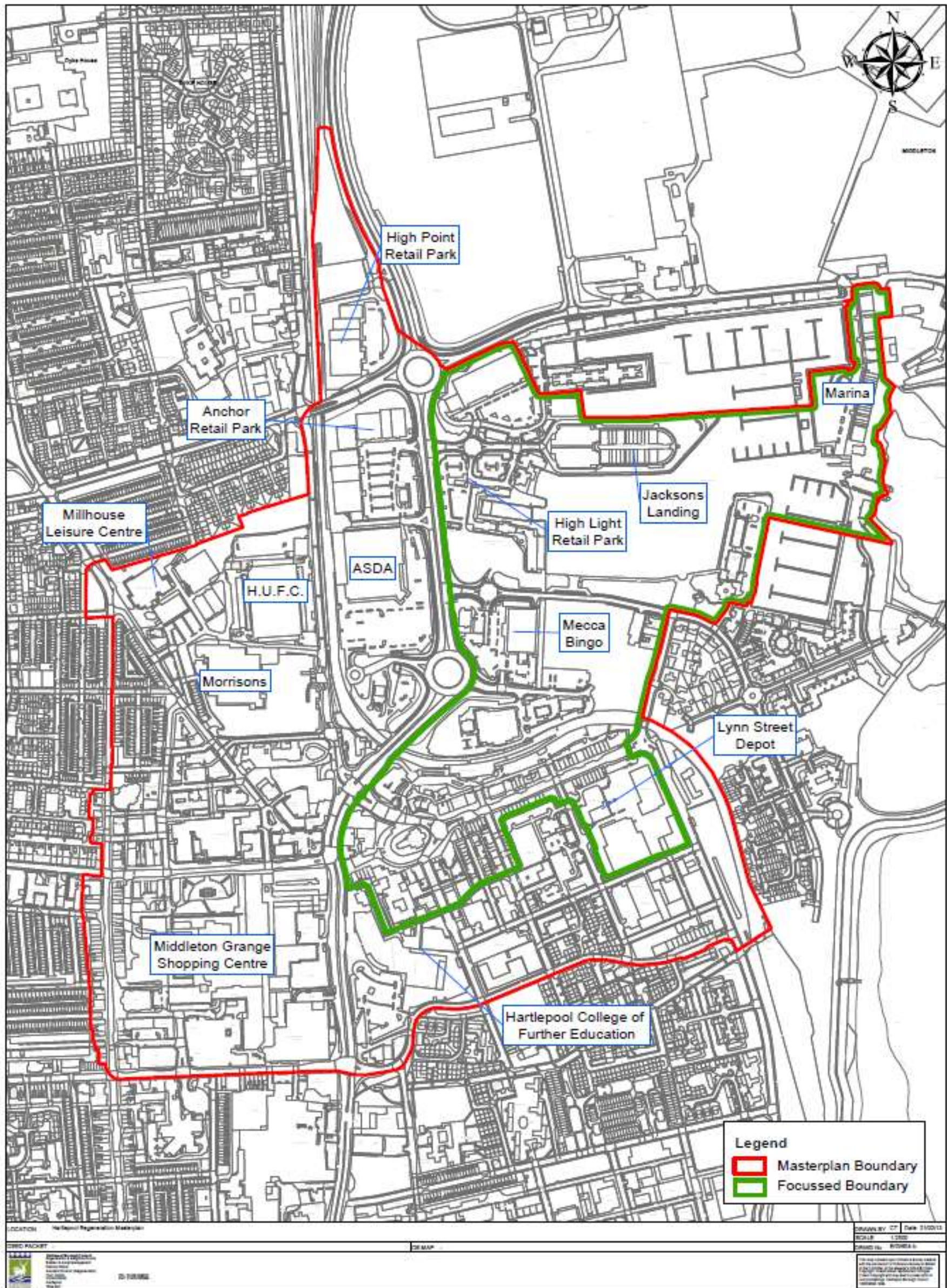
- 12.1 Professional teams are requested to fill out the fee schedule and Pre-Qualification Questionnaire attached to this brief.

12 Terms and Conditions

- 13.1 It is the responsibility of tenderers to obtain for themselves at their own expense all information necessary for the preparation of their tenders and the tenderers must satisfy themselves that the requirements of the contract are fully understood.
- 13.2 Information supplied to tenderers by any representatives of Hartlepool Borough Council or contained in the publications supplied to or obtained by the tenderer is supplied only for general guidance in the preparation of the tender. Tenderers must satisfy themselves by their own investigations with regard to the accuracy of any such information and no responsibility is accepted by Hartlepool Borough Council for any loss or damage of whatever kind and howsoever caused arising from, or in consequence of, the use by tenderers of such information.
- 13.3 All prices contained within the tenderer's submission shall be priced in pounds and decimal parts of a pound and shall be restricted to two decimal places by rounding. All prices must be quoted exclusive of VAT.
- 13.4 A tender may be rejected if it is in any way conditional.
- 13.5 The Contract shall be subject to the Contract Procedure Rules / Standing Orders of Hartlepool Borough Council current at the date of the Contract, a copy of which may be seen by arrangement.
- 13.6 Any tenderer who directly or indirectly canvasses any Member or Officer of Hartlepool Borough Council concerning the award of the contract or who directly or indirectly obtains or attempts to obtain information from any such Member or Officer concerning any other tender or proposed tender for the services is liable to be disqualified. Tenderers are required to complete the Canvassing Certificate attached.
- 13.7 Hartlepool Borough Council is not bound to accept the lowest or any tender.
- 13.8 Tenderers are required to keep tenders valid for acceptance for a period of 21 days from the date of tender.
- 13.9 The copyright of the work produced as a result of this commission shall be vested in the client. All research papers; reports, proposals and illustrative material will be passed to the client together with the copyright on all

documents and illustrations. The client will make due acknowledgement to the professional team in any publication of the study.

APPENDIX 1 - Hartlepool's Town Centre and Marina Masterplan Area



APPENDIX 2 - Key design principle for inclusion in the Masterplan

The Masterplan should provide guidance to prospective developers to ensure that their proposals accord with the expectations of a full range of interests. The purpose of the Masterplan is therefore to ensure that where proposals for development are made, these can be prepared with an understanding of the key issues to be addressed, and the nature and form of development which is most likely to be acceptable, together with the aspirations which proposals are expected to achieve.

The key design principles that are to be respected in redeveloping the site as follows:

Mixed Use

The Masterplan is to provide a complementary mix of uses within a high quality environment for residents and visitors of Hartlepool.

Additional Areas for Development

Opportunities for creating synergy and maximising the regeneration benefits of development in the wider Town Centre and Marina area are to be exploited.

Urban Form, Scale and Density

The proposal must set the standard for future development within the area. The scale and density of development should be reflective of the site's wider accessible location, whilst also responding to the need for improved local connectivity and respecting key views and vistas.

Landmark Buildings and Key Spaces

The proposal should include visual reference points to reinforce the structure of development, add character and enhance the overall identity of the area.

Character and Coherence

A series of distinct areas could be provided, each have their own distinct identity whilst also contributing to the overall sense of place.

Safety and Security

The Masterplan should reflect a safe, secure and welcoming environment for all.

Movement and Connectivity

Efforts should be made to promote Hartlepool as a green transport environment. Alternative transport modes are to be encouraged and the streetscape is to be designed such that the car does not dominate. The masterplan area is limited in terms of connectivity the masterplan should provide a strategy for enhancing this including addressing severance issues generated by Marina Way, Stockton Street and the railway line.

Open Space and Landscape

The Marina area is to provide a range of attractive, publicly and accessible open spaces, including an enhanced walkway, linked by a high quality public realm.

Sustainability

The layout and design of buildings should maximise energy efficiency and sustainability. The scheme design should enhance public transport options.

APPENDIX 3 - Retail Revival Strategy Brief



Hartlepool- Retail Revival Strategy Brief



December 2013

1. **Background**

- 1.1 Hartlepool Borough Council is inviting tenders for the production of a Retail Revival Strategy for Hartlepool.
- 1.2 The Retail Revival Strategy will set out a comprehensive strategy and action plan for improving retail opportunities in the town. The strategy should identify the key challenges within both the town centre and the wider retail offer to identify gaps in the retail market together with a strategy as to how these can be addressed. The strategy will set out an action plan for the short, medium and long term to create a retail offer that will attract people to shop in the town centre. A long term aspirational vision for the town centre is also required. This work will be included within a visioning and masterplanning exercise that is currently being developed for the Central Area of Hartlepool. It is important to consider Hartlepool as a destination and the linkages between retail, leisure and commercial uses. All options for improving the retail opportunities in Hartlepool will be considered through the masterplanning exercise. The appointed professional is expected to review a full range of retail models that are creative and if appropriate radical but deliverable solutions to enable a dynamic, integrated and vibrant shopping experience.
- 1.3 Hartlepool has a relatively self contained town centre which incorporates Middleton Grange Shopping Centre, the third largest covered retail area in the North East, York Road, the historic Church Street area and parts of the Marina (including Asda). The area is considered to be the main shopping, commercial and social centre of Hartlepool. The submitted Local Plan proposes to expand the town centre to include the Mill House area of Hartlepool.
- 1.4 The Town Centre performs the role of a Major District Centre (as defined by Management Horizons) with a total catchment area of approximately 84,000 (PROMIS, May 2009).
- 1.5 Hartlepool has recently been highlighted as the fourth worst performing medium sized centre in the country, with a vacancy rate of 28.8%, (Local Data Company). There are an increasing number of vacancies in shopping centre and the primary retail area although BHS has recently opened a new anchor store within the Middleton Grange Shopping Centre.
- 1.6 The Town's retail offer is currently fragmented with an extensive 'out of town' offer. This undermines the role of the town centre and in turn undermines the confidence of the town centre investors. Retailer representation, although largely limited to middle order retailers, has a mix of national multiples and smaller independent retailers.
- 1.7 Middleton Grange Shopping Centre is the key retailing area for the town, however its external appearance is of poor quality, particularly given its prominent location and gateway status adjacent to Stockton Street.

Integration between Middleton Grange Shopping Centre and the rest of the town centre is poor. The Centre frequently turns its back on the surrounding streets providing unsightly views of the shopping centre.

- 1.8 York Road forms the main shopping area away from Middleton Grange Shopping Centre where many of the banks and services not found in Middleton Grange are located. The uses along Church Street are dominated by a mixture of offices, public houses and restaurants with very few retail uses. The vitality of Church Street is low during the day. Hartlepool's Transport Interchange is located in Church Street with direct rail services to London Kings Cross.
- 1.9 There are opportunities for increased retail performance as the median gross weekly earnings in Hartlepool, based on residents who are in full time employment, are the highest in the Tees Valley and higher than the North East average.



2. Objectives of the Feasibility Work

- 2.1 The purpose of the Retail Revival Strategy is to produce a comprehensive strategy and action plan for improving retail opportunities in the Hartlepool.
- 2.2 Specific tasks include:

- Survey businesses, households, and town centre users.
- Provide a commentary on the future of retailing in Hartlepool.
- Provide an analysis of shopping patterns in the town and the impact of surrounding centres and retail parks.
- Complete a retail capacity modelling exercise.
- Complete a town centre healthcheck.
- Examine the suitability of existing retail space.
- Identify ways to reduce the leakage of expenditure out of Hartlepool Town Centre.
- Identify retailers to target who would improve the retail offer of the town centre.
- Engage potential retailers.
- Examine the demand for retail in Hartlepool.
- Provide an action plan and vision with short, medium and long term actions.
- Complete scenario testing for the future of retailing in the town centre.
- Engage key land owners about their aspirations for the future.
- Provide recommendations that could be included within the Central Area Supplementary Planning Document.
- Briefly explore the potential of a Business Improvement District.
- Update the recommendations in the 2009 Hartlepool Retail Study. (Drivers Jonas)
- Explore funding and delivery mechanisms for the action plan.
- Identify and explore ways to address the issues with Middleton Grange Shopping Centre.
- Identify the “uniqueness” of the Hartlepool offer and how we promote these to our advantage.
- Identify ways to improve the mix of businesses.

REGENERATION SERVICES COMMITTEE

5th December 2013



Report of: Assistant Director, Community Services

Subject: LIBRARY SERVICE REVIEW – FUTURE SERVICE DELIVERY OPTIONS

1. TYPE OF DECISION/APPLICABLE CATEGORY

Non Key Decision.

2. PURPOSE OF REPORT

- 2.1 The purpose of this report is to inform members of the Regeneration Committee of the findings of the Library Service review and seek approval to restructure the delivery of the following service areas;
- Community Outreach Services
 - Library services to Children & Young People

These are linked to the ongoing need for savings and efficiencies from Council services as part of the financial budget for 2014/15 and seek to future-proof the Library Service from ongoing and future budget reductions which may impact further on the Library Service network. It is fully appreciated that the relentless pressure for efficiencies will continue into 2015/16 and this review aims to put the Library Service in a position where it is able to continue to meet its statutory obligations.

- 2.2 The report will inform members of the Regeneration Committee of the library's core services and the key factors impinging on current and future service delivery.

3. BACKGROUND

- 3.1 The Authority has a statutory duty to 'provide a comprehensive and efficient library service'. The challenge for the Library Service is to develop a sustainable delivery model which can fulfil this duty at a time of austerity. The service needs to be capable of providing core services, have the ability to implement the new national Universal Library Offer and anticipate further reductions in funding.

- 3.2 The Universal Library Offer [ULO] provides a nationally adopted framework for the delivery of library services. It provides an integrated approach to library services and supporting evidence of the delivery of a comprehensive service. The ULO has 4 key themes, Reading, Information, Digital and Health. **Appendix 1**
- 3.3 Since 2010 the Library Service has changed significantly. However many changes have not been driven by financial pressures but rather the need to enhance or develop services in order to better support the local community and deliver on emerging priorities.
- 3.4 This proactive approach to service development has resulted in;
- A bi-annual literature ‘festival’ to celebrate and encourage local and regional talent as well as inspire and engage with the public.
 - Topic box loan service to schools and nurseries to support teachers in delivering the national curriculum.
 - In-school training on e-resource research skills for Key Stage 3 & 4 pupils.
 - An up-skilled workforce capable of developing and delivering learning packages in oral history, arts awards, family history, IT use, research and information retrieval.
 - A joint enquiry service for the Library and Museum Services.
 - A phased improvement of community facilities at the Central Library.
 - Improved Web based access to library photographic collections in partnership with the HLF funded Hartlepool History Then & Now project.
 - Increased volunteer participation, especially in collection development and IT support.
 - New income generation streams across a wide range of activities including IT access, author and activity events, enhanced delivery of services to schools, provision of specialist library services, exhibition space hire and sale of goods.
- These have been achieved since 2011, alongside year on year financial savings.
- 3.5 The Library Service currently comprises of the Central Library and four part-time branches. In addition two vehicles are used to deliver Community Outreach Services; the Home Library vehicle and the Mobile Library vehicle.

- 3.6 The Community Outreach Services are key functions in the delivery of a comprehensive library service. They service a variety of communities, including schools, villages, and vulnerable adults.
- 3.7 The Community Outreach Services were not significantly affected by the 2010-11 service review.

The reasons for this were;

- The Home Library Service delivers books to those in our community who are most in danger of becoming isolated within their own homes. The Home Library User Survey carried out in 2011 indicated that 88% of respondents saw the service as ‘a life line’, 86% used it to ‘keep their mind active’ and 75% saw the service as a ‘good friend’. The Home Library is a key service in assisting the Library Service meet the health, wellbeing and social care agenda. The service supported 578 people in 2012-13.
 - The branch library closures in 2011 made significant financial savings however, at the time, there was no opportunity to implement an alternative and sustainable community based service model. The only option available in the short term was to introduce additional mobile library stops to serve the communities of West View & Foggy Furze.
- 3.8 As part of the libraries proactive approach to service development and with a view to future-proofing outreach services to the community the two vehicle delivered services have been under review since 2011.

Key areas of consideration:

- Need to support a growing population of elderly/infirm people.
 - Ability to reach families with children of school-age and full-time workers whose access to static libraries was much diminished in the 2011 cuts.
 - Opportunities for efficiency savings.
 - Further development of libraries offer to schools to support the national curriculum and literacy development.
- 3.9 As a result of this the Community Outreach Services have undergone the following changes;
- Routes have been rationalized to reduce duplication of travel.
 - New ‘library stops’ were introduced in communities where branch libraries closed.
 - Following a rationalisation of accommodation and a staffing restructure the services operate from the Central Library and are managed as part of the Central Library service.
- 3.10 Further to the introduction of new Mobile Library ‘stops’ in communities where branch libraries closed; these have not proven a viable alternative to branch library provision.

Some of the 'stops' have subsequently ceased due to lack of use; others attain only low levels of engagement.

- 3.11 Comparative information on service point provision [branches/vehicle services] per 100k population is available for 2012. **Appendix 2**

4 PROPOSALS

- 4.1 The Library Services proposals are centered on the need to provide a flexible and sustainable outreach delivery model which anticipates the needs of the wider community and provides an alternative to the traditional library network. The proposals take into consideration the real and significant financial pressures facing the service.
- 4.2 The library service review primarily focuses on the communities who already receive or it is anticipated will need Community Outreach Services. The proposals continue to rely on vehicle based delivery; however what those vehicles should be and what they can offer to the community were explored in the review.
- 4.3 The Mobile Library vehicle is easily recognised and highly regarded by the public; however its suitability for purpose has diminished in recent years. Rather than continuing services with a not-fit-for purpose vehicle the review considered alternative provision models based on a vehicle with more flexibility in terms of;
- Who can drive the vehicle
 - Access to existing and new venues
 - Hours of operation
 - Ability to support a wider range of existing and potential library services
- 4.4 The Mobile Library vehicle currently serves two distinct user groups; schoolchildren and the general public. To serve both by a single vehicle, with all its inherent limitations, results in a compromised service for all. As such the Library Service has considered these two user groups separately, both in terms of integration in to existing services and/or alternative service models.
- 4.5 The primary user group of the Mobile Library vehicle is school children. Current provision involves very little opportunity for children to meaningfully engage with staff, to explore books or participate in literacy development activities. These are all areas which are standard throughout the rest of the Library Service. The library has a key role in encouraging 'children... to read widely across both fiction and non-fiction to develop their knowledge of themselves and the world in which they live, and to establish an appreciation and love of reading.' [Ofsted report 'Moving English Forward'].

- 4.6 The secondary user group of the Mobile Library vehicle i.e. the general public, receive a service at a variety of ‘street stops’ across the town and the outlying villages.
- 4.7 The potential for further reductions in library services is a real possibility and so the proposal seeks to offer a new outreach model which;
- is firmly based in the communities themselves
 - provides opportunities for engaging with a wider audience than is possible with the current Mobile Library vehicle
 - has the potential to link into existing community activities i.e. mother & toddler groups
- 4.8 Introducing a new Community Outreach model now will better position the library service to more effectively manage future service reductions.
- 4.9 The proposed options take into consideration both current and potential service users, as well as quality of service.
The options are;
- Cease the Mobile Library service and replace with alternate service provision.
 - Cease the Mobile Library service without any alternative measures.
 - Close branch libraries as an alternative savings option.
 - Do nothing.
- The proposed options are explored further in section 5 of the report.

5. AVAILABLE OPTIONS

5.1 **Option 1 - Cease the delivery of Community Outreach Services through the Mobile Library vehicle and introduce a new delivery model to better service the community.**

Key features:

- Replace existing vehicle with a smaller, more flexible vehicle to better facilitate outreach services.
- Improve service delivery to schools through a single ‘library offer’ delivered by a Children & Young Person’s library team.
- Expansion of the Home Library service.
- Pilot alternative community-based service provision.
- Staff restructure.

Advantages:

- Improved accessibility to library services; a smaller vehicle has fewer restrictions in terms of access to sites, hours of operation and staff eligibility to drive.
- Dedicated teams working to deliver quality service to specific user groups, for example, Children’s library team delivering services to schools rather than generic Library Assistants.

- Opportunity to support more people to remain independent in their homes through expansion of the Home Library Service.
- Opportunity to pilot alternate delivery model for community based library provision e.g. Children's Centres and other existing venues with the potential for deposit collections.
- Opportunity to reach a wider community audience by linking into existing community-based activity, e.g. mother and toddler groups, luncheon clubs.
- Reduced costs associated with vehicle support.
- No future capital investment required for a replacement traditional mobile library vehicle.
- Reduced staffing costs associated with two person operation of the Mobile Library.
- Sustainable approach to vehicle-based delivery; less dependent on a specific and ageing vehicle.

Disadvantages:

- Disruption for existing users including potential loss of access to library services for a very small percentage of current users.
- Cost of establishing new service delivery models e.g. vehicle adaptations, community space hire.
- Reduction in staffing levels. 2 posts at reduced hours.
- Some negative publicity possible if benefit not clearly and positively explained

Savings estimate: £25,000

Further details of the proposed service including staffing and resource costs are provided in **Appendix 3 & 3a**.

Confidential Appendix 3a. This item contains exempt information under Schedule 12A Local Government Act 1972 (as amended by the Local Government (Access to Information) (Variation) Order 2006) namely, (paragraph 3) information relating to the financial or business affairs of any particular person (including the authority holding that information).

5.2 Option 2 - Cease Community Outreach Services provided by the Mobile Library vehicle without any alternative provision.

Advantages:

- Reduced costs associated with vehicle support.
- Reduced staffing costs.
- Reduced stock expenditure.

Disadvantages:

- Vastly reduced opportunity for school-children to engage with books and reading.
- Cessation of current services to the elderly living in sheltered accommodation.
- Waiting lists for inclusion on the Home Library Service.
- Restrictive access to library services for people living in outlying areas.

- Staff redundancies.
- Negative publicity.
- Reduced membership and stock issues.
- No opportunity to pilot future service delivery models which is necessary in any forward thinking to safeguard a comprehensive Library offer in the light of any future reductions in the branch network.

Savings estimate: £70,750 (excluding redundancy costs)

5.3 **Option 3 – Close a branch library or libraries**

Advantages:

- Savings target could be met or exceeded depending upon branch library selected.
- Reduced staffing costs.
- Reduced stock expenditure.

Disadvantages:

- Disruption for existing users including potential loss of access to library services.
- Loss of a strategically focused branch library which is often the sole provider of community based services within the geographic locality.
- Staff redundancies.
- Negative publicity.
- No opportunity to pilot future service delivery models which is necessary in any forward thinking to safeguard a comprehensive Library offer in the light of any future reductions in the branch network.

Savings estimate: £28,000 - £42,000 depending upon branch exclusive of centralised building costs. (Excluding redundancy costs)

5.4 **Option 4 - Do nothing.**

Advantages:

- No disruption to existing users.

Disadvantages:

- Perpetuation of a low quality service delivery model.
- No financial savings.
- No 'future-proofing' of service delivery.
- Reliance on an ageing vehicle.
- Will put pressure on the closure of services elsewhere.
- Increased likelihood of service interruptions due to inability to recruit and sustain a qualified casual workforce.

Savings estimate: none.

- 5.5 **Option 1** is the preferred recommendation as it provides an economic and flexible solution to develop an improved and progressive outreach and community based service delivery.

6. CONSIDERATION OF ISSUES

6.1 The Community Outreach Service review focused primarily on the services delivered by the Mobile Library vehicle. An initial scoping exercise highlighted the low levels of engagement at public ‘stops’ and to a lesser extent at a number of schools.

6.2 A number of stops were removed from the Mobile Library schedule and replaced with alternatives in an attempt to attract more use. This has not proven successful.
In contrast the Home Library Service operates at a consistently high level and to current capacity.

6.3 The Mobile Library vehicle, purchased in 2004, delivers a limited library service across Hartlepool. Venues include street stops, outlying communities, sheltered accommodation and schools. It has a current active membership of 1530 people (July 2013). The service is a two person operation.

6.4 The flexibility of the services delivered by the Mobile Library vehicle is limited by;

- Parking restrictions/access.
The size and maneuverability of the vehicle restricts the number of suitable ‘library stop’ venues across the town. There are a number of schools and housing complexes that the vehicle cannot safely access. On-street parking restrictions further reduce the number of suitable venues.
- Driver requirements
Only drivers holding a pre-1990 driving license have an automatic entitlement to drive the class C1 vehicle. The service currently has one Mobile Library Assistant/Driver who is adequately licensed. There is a casual register; however, this does not ensure adequate short-notice cover. 4 days of service were lost in 2012-13 due to unavailability of qualified drivers.

From 2014 further legislation requires all drivers to undertake a 5 day CPC training course for vehicles over 3.5 tonne. This is a five year requirement. Drivers must also be trained in lift operation.

- Public Choice
The Mobile Library vehicle has 63% less adult stock available for selection than the smallest branch library (Headland Library). Children’s stock is 40% less.

The mobile library vehicle cannot accommodate any of the core library offers e.g. information provision (on-line catalogue & internet), out of school activities, Read & Rhyme sessions, reading group support, access to newspapers, etc.

- Operational availability

The vehicle operates a maximum 9.15am – 3.30pm timetable, Monday to Friday. The vehicle is unavailable for 0.5 days every six weeks for routine inspections. In addition 7 days service was lost in 2012-13 due to mechanical faults and annual service. Adverse weather conditions can also restrict use, especially in winter.

- 6.5 The active user report for July 2013 identifies 1530 library members as having borrowed an item from the mobile library vehicle in the previous 12 months. 81% are schoolchildren; this equates to 1237 pupils. Analysis of membership is provided in **Appendix 4**.
- 6.6 Mobile Library stops equate to an average of 22.8 hours per week over a 2 week timetable. 34% of this time is allocated to school visits. This highlights the disproportionate time allocated to public ‘library stops’ in terms of the number of active users. The current Mobile Library timetable is provided in **Appendix 5**.
- 6.7 The Home Library Service delivers services to those who are in ill-health or have mobility issues; the service helps support independent living and reduce the sense of isolation. The service supported 578 people in 2012-13.

Deliveries are operated on a sole worker basis.

This service is not actively promoted as spare capacity is limited by the current delivery schedules.

- 6.8 Traditional book lending services remain a key element of service provision however the nationally implemented Universal Library Offer (ULO) focuses on a broader remit of engaging directly with individuals and communities under key themes. The service delivered by the Mobile Library vehicle delivers on only 3 of the 14 key elements of the ULO. Comparative information, including community engagement, expenditure and service availability is provided in **Appendix 6**.

7. EQUALITY AND DIVERSITY CONSIDERATIONS

- 7.1 The Community Outreach Services are delivered to three distinct communities;

- People requiring a home delivery service
- School-children
- General public

7.1.1 Home delivery.

Books are delivered into the homes of people who are in ill-health or have mobility issues. The service helps to support people to remain in their own homes, reduces their sense of isolation and assists in their mental wellbeing.

The Home Library Vehicle delivered this service to 578 Hartlepool residents in 2012. In addition 33 people living near Mobile Library stops receive this service via the Mobile Library vehicle. In excess of 600 people per year receive a home based service.

Option 1 [alternative service model] will enable;

- All existing home deliveries to continue, including those currently receiving this service via the Mobile Library vehicle.
- Any additional Mobile Library users who believe they are eligible for a home delivered service to receive it.
The Home Library User Survey indicates there are at least 66 current mobile users who either receive or believe they are eligible to receive this service. **Appendix 7a**
- The Library Service to actively promote the Home Library service to those who may need it [current capacity for new membership is very limited].
- The Library Service to anticipate increased demand due to a growing elderly population.

Option 2 [cease service delivered by Mobile Library vehicle] will result in;

- Those who currently receive a home delivered service through the mobile library vehicle to either transfer to the Home Library Service or go onto a waiting list for this service. It is anticipated that all of the 33 people who currently receive this service would be receiving a Home Library Service within 6 months.
- Any person eligible for a home delivered service but not currently receiving it would be added to a waiting list for a Home Library Service.

7.1.2 **School Children.**

The contribution that access to books has on the development of literacy skills is well documented.

The Library Service engages with school children through a number of planned activities and the loan of topic boxes to support the National Curriculum.

Central Library & the branch libraries encourage class visits to enable children to experience libraries, loan books and participate in learning opportunities such as library skills. Library staff also deliver services directly into schools.

The Chatterbook reading scheme was delivered to eight schools in 2012-13. Online resource skills' training is currently being delivered to pupils in two secondary schools.

In addition to these the Mobile Library vehicle visits fifteen primary schools across the town, reaching approx 1200 school children. Some of these children will also participate in above library activities.

The service offered through the Mobile Library vehicle is limited to book loans and although initial engagement with pupils is good, this is not sustained

throughout the academic year. Only 23 % of children borrowed 3 or more books per term. 19% borrowed only one in the academic year.

Some children are members of both a static library and the Mobile Library. Data is not available to calculate the number of children whose only access to libraries is via the Mobile Library.

Option 1. [alternative service model] will;

- Have the capacity to accommodate at least the same number of schools as the service currently delivers through the Mobile Library vehicle.
- Offer greater opportunity for pupils to engage with library staff and discuss books and reading.
- Provide scope for the delivery of additional literacy activities e.g. storytimes, library skills, national reading initiatives.
- Potentially enable schools who cannot safely accommodate the existing Mobile Library vehicle to receive a library service.
- Foster sustained usage of the service throughout the academic year.
- Enable a service-wide and integrated approach to the delivery of library services to children.

Of the 15 schools who receive a Mobile Library service 11 participated in an initial consultation. **Appendix 7b**

- 5 indicated that they would be happy to have services delivered differently. 2 village schools strongly preferred this option.
- 10 schools would wish to continue with an alternative library service should the existing service cease.
- 1 school indicated they would not wish to participate in an alternate service.

Option 2. [cease service delivered by Mobile Library vehicle] will;

- Greatly reduce the opportunities for children to engage with books and the library service. This is especially the case for children;
 - living in the outlying areas of the town and villages
 - with working parents [all libraries close by 6pm and have limited weekend access].

7.1.3 **General public**

271 library members accessed library services via the Mobile Library vehicle in the 12 months prior to July 2013.

To further inform the EIA report [**Appendix 8**] a user service was carried out in September 2013.

154 members of the public came onto the Mobile Library Vehicle during this period; 145 completed the survey. **Appendix 7a**

The survey period covered two full cycles of the Mobile Library timetable; each person completed one questionnaire across the full survey period not

one per visit. Using 154 as an indication of number of regular service users the average number of people using the Mobile Library vehicle per stop is 3.6 people. Some stops do attract more users than this, conversely some attract less.

The survey indicates;

- 80% of those surveyed were female, 17% male and 3% unknown.
- 58% were aged over 75.
- There were no users under the age of 35.

Option 1. [alternative service model] will;

- Enable all those who receive or believe they are eligible to receive a home delivered service to transfer onto the expanded Home Library service.
66 people [45%] of those surveyed were in this category.
- Provide a service to the elderly living in sheltered accommodation.
13 people [10%] of those surveyed would opt to receive a service delivered either through a deposit collection or visit to their housing complex.
- Increase the opportunities for public engagement by using venues based in the community.
24 people [17%] of those surveyed would use the library service if provided through a community facility.
- Encourage greater engagement with the under 35's and young families by linking into existing community activities.
- Adversely affect some existing Mobile Library users.
13 people [8%] said they would stop using the Library Service should the current Mobile Library service cease.

Option 2. [cease service delivered by Mobile Library vehicle];

The complete cessation of the Mobile Library service will adversely affect at least 116 people [80%] of those surveyed.

Only 22 people [15%] indicated they already use, or would use a static library to access books should the service delivered by the Mobile Library cease.

8. STAFF CONSIDERATIONS

- 8.1 Option 1 - the staffing restructure proposed will result in a reduction in working hours for 2 members of staff and a reduced requirement for the Casual Library Driver/Assistant register. A number of Library Assistant posts will be removed from the establishment however these will be part offset by the creation of the Children's Library Assistant posts. Further reductions will be made through the deletion of vacant posts and a reduction in Casual Library Assistant hours. It is not anticipated that the restructure will result in a redundancy situation.

- 8.2 Option 2 will result in the redundancy of 1 member of staff and the deletion of a vacant post. In addition the Casual Library/Driver Assistant register will not be required (3 people). Furthermore this ‘total closure’ of the Mobile Service without any service reconfiguration - as outlined in Option 1, will severely restrict the Library Service in a period of significant change and undermine the introduction of a good alternative offer.
- 8.3 Option 3 will result in the redundancy of staff (numbers dependent upon which or how many branches closed). This option simply weakens the current service, will reduce library services from certain geographic areas and fail to enable the introduction of an alternative ‘outreach offer’ which in the long term could assist in mitigating against a reduced branch library footprint.
- 8.4 The review of Community Outreach Services has been ongoing since 2011. Staff delivering the service have been integral to the review process including the initial scoping exercises, identifying issues around community engagement, to advising on changes to routes etc to stimulate use.
- 8.5 The Library Service carried out staff briefings and consultation on the proposals in the Library Service Review in November 2013. The results are outlined in **Appendix 9** and were very supportive of the preferred option 1.

9. CONCLUSIONS

- 9.1 Library service provision in Hartlepool has changed significantly in recent years and the current economic climate means there is a real threat of further reductions. Vehicles that facilitate a flexible service delivery are vital to sustaining library outreach services.
- 9.2 The ability to sustain Community Outreach Services through a traditional Mobile Library vehicle is unlikely in the longer term. The age and subsequent condition of the vehicle will increasingly impact on service delivery. Future replacement will be at a significant financial cost. The purchase price of the existing vehicle was approx £70k in 2004.
- 9.3 The Mobile Library vehicle is unable to offer a comparable service to a branch library and as such it is not a suitable long-term replacement service model.
- 9.4 The Authority may well be forced to make additional savings in 2015/16. It is more than feasible that there may be further branch library closures. In introducing a new community-based delivery model the Library Service has the opportunity to not only strengthen its core services to the elderly, schools and targeted communities but also to pilot and develop an alternative to the traditional branch library model. The proposed sequence will allow the Library Service to preserve its Statutory Function whilst positioning itself to prepare for future years – This will better enable the Authority to fulfill its statutory duty to ‘provide a comprehensive and efficient library service’ in the future.

10. RECOMMENDATIONS

10.1 Officers would recommend that the committee approves the implementation of Option 1 namely:

- The cessation of the Community Outreach Service element delivered by the Mobile Library vehicle from April 2014 and the disposal of current vehicle.
- Implementation of alternative service delivery model, including the purchase of a smaller vehicle and an associated staff restructure to provide improved Community Outreach Services.

11. REASONS FOR RECOMMENDATIONS

- 11.1 The Library Service is committed to meeting its statutory obligations through the effective and efficient implementation of the Universal Library Offer. This requires a flexible approach to service delivery with the ability to target services to specific end-user needs.
- 11.2 The review of the current Community Outreach Services highlighted how limited and ineffective the service provided through the current Mobile Library vehicle has become in terms of sustained user engagement through schools and the numbers of users at public ‘library stops’.
- 11.3 The prime focus, having reviewed the services delivered through the vehicles alongside the service wide issues, such as the libraries role in supporting literacy and curriculum support, is to identify the most effective way of retaining a lean and efficient service delivery model. Option 1 is the recommended option to facilitate this.
- 11.4 The outcome of this review is supported through the User Consultation Survey results (schools and general public) and also endorsed as a preferred way forward by the existing staff of the library service.
- 11.5 Officers believe Option 1 will put the service in a better position for the challenges ahead, especially when future branch library closures may occur.
- 11.6 Put simply the review is recommending the outreach service changes from a small vehicle and a large mobile library bus to two small vehicles – and in so doing provide a significantly better service at cheaper cost.

12. BACKGROUND PAPERS

Report to council – 29th August 2013 – Medium term financial strategy 2014/15 Savings Proposal.

13. CONTACT OFFICERS

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The Universal Library Offer

Introduction

The past few years have been a challenging time of transition and change for public libraries. Libraries have faced reduced funding and have had to find ways to meet the demands of increasingly sophisticated customers for a '21st Century' service.

The Universal Library Offer has been developed to make the best use of existing resources and keep libraries relevant and accessible. It identifies four key areas of service which today's users regard as integral to public libraries. Developed by the Society of Chief Librarians and partners including Arts Council England the framework has been rolled out nationally across all public libraries in England and Wales. This new collective approach builds upon existing provision and best practice within these areas and clarifies what the public should be able to expect from their library. It provides a shared platform for developing new initiatives and will enable local authorities to share costs and resources. New initiatives will be launched from 2013 to drive forward this national programme; they are aimed at further servicing local needs.

The Society of Chief Librarians and partners have worked closely with the Local Government Association and Government Departments in developing the ULO.

The four 'Universal Offers' are Reading, Information, Digital & Health.

The Universal Reading Offer

The Universal Reading Offer [URO] combines libraries' efforts to develop, deliver and promote reading services. It builds on the success of libraries' reading work, which for example has seen participation in the children's Summer Reading Challenge in Hartlepool rise from 943 in 2011 to 979 in 2012. The 2013 figure is in excess of 1150.

The Universal Reading Offer;

- responds to public demand for community reading activities by providing a lively and engaging reading offer with reading groups, challenges, promotions and author events.
- meets the needs of specific audiences such as families and the blind and partially sighted.
- aims to combat the effect of cuts by enabling libraries to work together as a network and focuses on their collective energy into delivering a number of national shared reading programmes.
- aims to strip out the costs of duplicated effort, share best practice and attract the investment of partners.

- inspires adults and children alike to pick up a book. It is estimated that 5.1 million people in England have inadequate literacy skills; national reading campaigns can help libraries to engage and support this sector of the community.

Key features are;

- Free access to books and reading resources
- Free community space
- Supported online access
- Community outreach
- Services for targeted audiences
- Access to local and family history resources
- Multimedia reading resources

Hartlepool Library Service has also recently adopted a new development within the URO;

- The creation of a new package of year round volunteering opportunities for 11-19 year olds, to build their life skills and confidence at the same time as supporting others to enjoy reading and join the library.
4 young volunteers have assisted the service in delivering the 2013 Summer Reading Challenge.

The Universal Information Offer

The Universal Information Offer relates to the role of public libraries in helping the public access information online in a digital age.

The focus of this offer is on supporting people accessing information and services online in life-critical areas such as careers and job seeking; health; personal financial information and benefits. Central to this offer is helping people to use vital government online information and services.

Recent research showed that internet users trust library staff more than most other providers of online support and information, and public library staff are second only to doctors in terms of the trust placed in them by seekers of information.

Public libraries already bring together in one place access to both national and local sources of information, and support for these life-critical issues. For instance, someone seeking information about an illness will find not only links to reliable official online sources but also links to local advice and support networks.

The Universal Information Offer;

- brings together government and non-governmental sources of information, which have been researched by information professionals in public libraries, giving a level of quality assurance to the user.
- ensures that public library staff and volunteers are continually developing their skills to provide help to people accessing information and services.

The Central Library has always provided a high quality information and reference service for the town. It is Matrix accredited in information, advice and guidance and works with a number of internal and external partners in supporting the community with their information needs. However it now faces new challenges with the increasing move towards online government services.

Of significant impact is the introduction of the new Universal Credit; a new single payment for people on a low income, or people who are looking for work. Libraries will provide internet access and support to access the necessary applications and signposting claimants to local advice agencies where needed. Public libraries already provide significant amounts of information and support for people finding jobs. The number of people using the public computers for job seeking purposes has increase significantly in 2013.

Job and benefit related enquiries have risen from 34 in April 2013 to 297 in August 2013.

The Universal Digital Offer

The Universal Digital Offer helps support the delivery of all the Universal Offers.

Most public libraries already provide digital access and have done so for more than a decade through the People's Network. Hartlepool has 62 public access machines available across the town as well as a free wifi service at the Central Library.

Hartlepool Library Service's digital offer includes;

- Free access to the Internet via the Central Library wifi and for the public requiring access to e-government sites for job seeking or benefit purposes.
- online information about library services.
- staff trained to help customers access digital information, including the delivery of 'First Click' courses for those accessing IT for the first time.
- ability for customers to join online.
- ability to be contacted online/via email for answers to customer enquiries.
- 24/7 access to services through a virtual library presence.
- ability to reserve & renew items remotely via an online catalogue.

- opportunity for e-lending of e-audio and access to digital magazines.
- digitised local archive and local history resources.
- access to online learning opportunities (citizenship & theory driving tests)

The Universal Digital Offer is being further developed. A national skills audit was carried out in 2013 to evaluate the current capacity of library staff to deliver on the information and digital offer. It is anticipated that nationally developed training programmes will be rolled out to improve staff confidence in delivering the digital offer.

The Universal Health Offer

The Universal Health Offer is a new national strategy expressing the public library contribution to the health and well-being of local communities. Public libraries already provide books for people who want to understand more about specific conditions, and many also have initiatives aimed at raising awareness of different illnesses. For example Hartlepool Libraries have launched a reminiscence box loan service for use by the public with their own family and friends. This is in addition to the more formal reminiscence programme the Library Service delivers into care homes.

This new health offer will promote and enhance the health and wellbeing of local communities.

The Hartlepool offer includes;

- community outreach supporting vulnerable people
- social and recreational reading opportunities like reading groups
- assisted on-line access
- self-help library resources
- health and care information services
- referral and signposting
- public health promotion activity
- volunteering and community engagement activities
- a network of local hubs offering non-clinical community space

Hartlepool Libraries are also participating in the new health promotion – Books on Prescription

Six million people in the UK are currently suffering from anxiety and depression and two thirds of these people are not receiving treatment and are looking for quality assured health information.

The scheme is endorsed and supported by key mental health organisations in England. The development of this scheme is being led by The Reading Agency in partnership with SCL and with the support of Arts Council England. GPs and other health professionals will be able to prescribe patients cognitive behavioural

therapy books from a quality assured national reading list focused on mild to moderate mental health conditions like anxiety and depression. The books are tried and trusted resources which can help people understand and manage their conditions either as part of a therapy programme or as a first self-help step. This promotion builds on existing library services such as Mood Busting Books, Home Library Service, reading group support and reminiscence delivery programme.

Comparative Data: Library Service Points

Comparative data is available for the number of service points per 100k population. The data relates to service provision at March 2012. It should be noted that a number of authorities have reduced services since publication of this data. New comparative data is not expected to be available before January 2014.

Comparative data is available at three levels; nearest neighbour i.e. similar authority type/size, regional and national.

This comparator provides information of service provision based on population.

1. Nearest Neighbour comparators.

at 31 March 2012

	Number	/ 100k pop	Average
Mobile Libraries	1	1.1	0.4
Static Service Points	5	5.4	6.3
Total Service Points	6	6.5	6.7

Hartlepool has a just below average provision of service points per 100k compared to its 15 Nearest Neighbour [similar] authorities.

Static service points are below average, with the Mobile Library provision well above average.

43.8% of authorities in this comparator group do not operate a Mobile Library service.

- 2 North East Region

at 31 March 2012

	Number	/ 100k pop	Average
Mobile Libraries	1	1.1	0.6
Static Service Points	5	5.4	7.0
Total Service Points	6	6.5	7.6

Hartlepool has the second lowest service point provision per 100k in the North East Region. Again the Mobile Library service provision is above average.

25% of authorities in the region do not operate a Mobile Library service.

3 National comparators

at 31 March 2012

	Number	/ 100k pop	Average
Mobile Libraries	1	1.1	0.4
Static Service Points	5	5.4	5.7
Total Service Points	6	6.5	6.2

Viewing the national picture Hartlepool is slightly above the national average for service point provision per 100k population.

The Mobile Library provision remains well above the national average.

34.9% of authorities do not operate a Mobile Library Service

NB. Mobile service provision is significantly above the average across all comparator groups.

Data Source: CIPFA Public Library Statistics 2012

Option 1: Proposed Service Delivery Model

The proposal is to replace the existing Mobile Library service with alternate school and community-based provision.

The new service will;

- Increase capacity for Home Library provision.
- Introduce deposit and/or visits to sheltered accommodation throughout the town.
- Pilot community-based provision through established community venues and activities such as mother & toddler groups, luncheon clubs etc.
- Develop the libraries 'Schools Offer'; providing library skills/literature development activities alongside the traditional book loan service.
- Increase opportunities for school participation in library services.

The three key resource areas to be considered are;

- The Mobile Library Service
- The Home Library Service
- Children and Young Person's operations

1. Existing Service Resources

Confidential Appendix 3a. This item contains exempt information under Schedule 12A Local Government Act 1972 (as amended by the Local Government (Access to Information) (Variation) Order 2006) namely, (paragraph 3) information relating to the financial or business affairs of any particular person (including the authority holding that information).

2. Proposed Service resources

Confidential Appendix 3a. This item contains exempt information under Schedule 12A Local Government Act 1972 (as amended by the Local Government (Access to Information) (Variation) Order 2006) namely, (paragraph 3) information relating to the financial or business affairs of any particular person (including the authority holding that information).

3. Service Improvements

3.1 Home Library

As a single person operation the Home Library Driver/Assistant's time is split between the selection and the delivery of stock to clients. As such the Home Library vehicle does not operate at full capacity.

The proposal is to increase the Home Library staffing by 0.8 fte. This will increase the number of clients the service can accommodate and ensure the vehicle is fully utilized.

The increased capacity will enable existing Mobile Library users who qualify for the Home Library Service to be automatically transferred to the service.

The service will incorporate the delivery of deposit collections to homes and sheltered accommodation and/or 'trolley' visits – where small collections of books are available for residents to select from. This will initially service those current Mobile Library users who indicate they would like to opt into this alternate service.

3.2 School Services

The purchase of a second vehicle will facilitate an improved School Services offer, replacing the current Mobile Library visits and enhancing existing non Mobile Library delivered services such as project box loans, Chatterbook and Book Trust schemes.

The vehicle will predominantly be used to operate a book-loan service to school children. It will be delivered as a single person operation and take Key Stage specific stock in to schools. The service will offer a range of participation levels from basic book lending facilities to library skills and literature development programmes.

The service will accommodate the same number of schools as the current Mobile Library service.

The proposed vehicle will not have the same access restrictions as the current Mobile so it is anticipated that demand for this service may exceed the current level. Should this be the case a rolling programme based on single term deliveries per school will be introduced.

The aim of the new service is to engage with children in a more productive and sustained way.

The Schools Service will be fully integrated into the remit of the Library Services Children's & Young Person's team.

3.3 Children's & Young Person' operations

The current operational staffing for the delivery of library services to children comprises of an Early Years Officer [EYO] post and an allocation of generic Library Assistant staff from the Central Library establishment. The proposal is to reduce the EYO post by 0.3fte and create an equivalent post to deliver the School's Service. It is intended that the School Service post will be term time only.

The number of engagements with children in library delivered literary and learning activities is approx, 12,000 per annum. Activities range from read & rhyme sessions to the summer reading challenge and the newly introduced Arts Award Programme. This figure looks to be exceeded in 2013-14.

To further improve service delivery it is proposed to create a role of Children's Library Assistant. The salary banding will be consistent with the existing Library Assistant role, however staff will require a greater level of

experience and/or skills in delivering library services to children. A dedicated team approach provides a consistency of service which is not possible through a generic staffing pool.

3.4 Community Based Library Service.

The community-based service model provides an opportunity to pilot and refine the library offer to outlying communities. The proposed vehicle does not require specialist garaging and as such will be available for evening and weekend working should it be required. The current service relies on users accessing the service during a narrow window of opportunity; some stops are only 15 minutes in duration. The stops do not offer any opportunities for those in full-time employment or for families with school age children.

The service intends to link in with current community activities where possible and current Mobile Library users have been asked which community venues they would like the service to use. The service will initially aim to service the communities that currently receive the Mobile Library service. It will utilise both vehicles, depending on schedules and will be staffed within existing staffing levels. [The 2012-13 Library Officer Restructure included capacity for delivering outreach activities, in anticipation of service developments].

4. Proposed Savings

- 4.1 Option 1 will provide savings of approx £25, 000 from 2014-15.
- 4.2 A new vehicle would be purchased through Fleet Management at an est. annual cost of £6,500 over a 5 or 7 year period. The costs of the current Home Library vehicle reduces in 2014-15 as the purchase agreement has finished. The Home Library vehicle is reliable and does not require replacement in 2014-15. The saving made on the Home Library Vehicle charges will finance the adaptations required for the new vehicle e.g. lift installation, internal lights.
- 4.3 The delivery of community based services will be targeted at venues with no room hire fees however an estimated cost of £1,500 pa has been allocated in anticipation that some venue fees may be required. This will be managed within the existing budgets.

4.4 2014-15 estimated savings breakdown is as follows;

Staffing:	£14,462
Fuel:	£ 300
Misc. cost centre savings	£ 2,655
Vehicles:	£ 6,230
Stock:	£ 1,400
Total:	£25,047

4.5 The sale of the Mobile Library will be made through Fleet Management. The market value is uncertain but it is proposed that income will be used to support future community-based library provision.

Mobile Library Active User Survey: July 2013

Active users are defined as individuals who have borrowed a library item in the previous 12 months.

There are 1530 active members. These comprise of three distinct user groups.

Borrow type	No. of active members	Percentage
School Children	1237	81%
Public	271	18%
Other	22	1%

1. School Children

At 81%, school children form the significant majority of active members. The Mobile Library visits 15 primary schools. Schools visits are between 45 minutes and 2.5hrs in duration and occur fortnightly during term-term only. Loans are usually limited to one item per visit due to the limitations of stock and duration of visit.

The level of participation of schools varies across the town and this is reflected in the number of book issues that this user type generates.

No of issues per term per school child	Number of school children	Percentage
1 or less	484	39%
Bet. 1-2	289	23%
Bet. 2-3	173	14%
Bet. 3-4	66	5%
4+	225	18%

Although the Mobile Library is able to initially engage with a significant number of school children the figures show that sustaining usage is much less successful.

Only 23% loan more than 3 books per term.

225 children included in the 'borrowing 1 or less books per term' category only borrowed 1 item in the school year. This represents 19% of the total number of school children.

2. Public members

Members of the public using the mobile represent 18% of total active users. This equates to 271 people.

The gender profile for this user group identifies 80% as female, 20% as male.

An age profile for this user group is not available, however 97% are adult.

The active users report identifies a number of specific types of ‘library stop’ venues. These are;

- Sheltered housing/warden controlled complexes
- Outlying/village communities
- Residential street stops throughout the town
- Other [not identifiable]

Public ‘library stops’ are between 15 minutes and 1 hour duration and visits are made on a fortnightly basis.

Type of venue	No. of active users
Sheltered Housing	97
Outlying/Village	58
Residential street	103
Other	13
Totals:	271

Further analysis shows that;

- 16% receive a pre-selected book service. This is similar to the Home Library service and was introduced as part of a rationalisation of routes across the vehicle delivered services department in 2011.
 - A further 20% have a local library ticket in addition to a Mobile Library ticket.
 - Of the remainder 17% have borrowed less than 12 books from the Mobile Library in a 12 month period.
- 23% of the total 271 active public users fall into this category.

3. Other

1% of the total active Mobile Library users is classified as ‘Other’. This comprises of staff, teacher and expired ticket holders.

MOBILE TIMETABLE 2013Week 1

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
Shakespeare /Oxford Road 9.15 – 9.35	Seaview Caravan Park 9:30am – 10.05am	Ardrossan Court 9.30am – 10.00am	St Josephs School 9.15am – 10.30am	St Cuthbert School 9.30 am – 10.15am
Maxwell Court 9.45am -10.00am	Derwent Grange/ Abdiel Day Centre 10:15am – 10.35am	Bramley Court 10.05am – 10.30am	Cairnston Road 10.45am –11.10am	Loyalty Road 10.25am – 10.45am
Stamford Walk 10.05am – 10.30am	Mountbatten Close 10.45am – 11.05am	Balcary 10.35 – 10.45	Springston Road 11:15am – 11.35am	St Francis Gate 10.50am – 11.15am
Coningsby Close 10.35am – 11.05am	Anchor Court 11.15am – 11.45am	Heriot Grange 10.55am – 11.35am	Valley Drive 11..40am – 12:10pm	Caistor Drive 11.30am-12.00pm
Alford Court 11.15am – 11.35am	Lunch 11.45am – 12.45pm	Owton Lodge 11.45am – 12.05pm	Lunch 12:15pm – 1:15pm	Lunch 12.00pm – 1.00pm
Alness Court 11.40am – 12.00noon	Ivy Grove 12.45pm – 1.30pm	Lunch 12.05pm – 1.05pm	Voltigeur Drive 1:30pm – 2:00pm	Hill View 1.00pm – 1.40pm
Lunch 12.00noon -1.00pm	Ryhill Gardens 1.40pm – 2.15pm	Newholm Court 1.05pm – 1.30pm	Rafton Drive 2:15pm – 2:35pm	Front Street 1.45pm – 2.25pm
Rift House School 1.00pm – 2.20pm	Elm Grove 2.20pm – 2.50pm	Meadowfield 1.40pm – 2.25pm	Silverwood 2:40pm – 3:00pm	Schooner Court 2.45pm – 3.15pm
	Elm Tree Park 3.00pm – 3.30pm	Major Cooper Court 2.30pm – 3.00pm	Woodstock Way 3:05pm – 3:20pm	

Week 2

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
King Oswy shops 9.15am – 9.45am	St John Vianney School 9.15am – 10.15 am	Brus Corner 9.30am – 9.55am	Clavering School 9.30am – 12.00pm	Stranton School 9.15am – 10.45am
Hartfields 9.50am – 10.50am	Jesmond Gardens 10.30 – 12.00pm	Davison Drive 10.00am – 10.30am	Lunch 12.00 – 1.00pm	Bambrough Court 10.55am – 11.45am
Manor Close 11.05am – 11.45am	Lunch 12.00pm – 1.00pm	Hart School 11.00am – 12.00pm	Brougham School 1.15pm – 2.00pm	
Lunch At Elwick 11.45am – 12.45pm	Fens School 12.00noon – 1.00pm	Lunch 12.00pm – 1.00pm	Golden Flatts School 2.15pm – 3.00pm	
North Lane 12.45pm – 1.05pm	Elwick School 2.00pm – 3.00pm	St Begas School 1.15pm - 2.00pm		
Dalton Piercy 1.15pm – 1.35pm		West View School 2.15pm – 3.00pm		
Kingsley School 2.00pm – 3.00pm				

Mobile Library/ Branch Library comparators

1. Statistic data 2012-13

	Headland	Owton Manor	Seaton Carew	Throston Grange	Mobile Library
Service availability [Hours per week]	17	31	31	31	22.8
No. of loans					
Junior	3558	8723	11038	13398	6166
Adult	9659	24606	22017	22881	6913
Combined Total	13217	33329	33055	36279	13079
Expenditure:					
Staffing [excl. Relief]	£28,423	£42,543	£42,543	£42,543	£37,154
Building/Vehicle	**	£8,998***	£16,218	£16,975	£15,614
Income	£581	£1,290	£653	£956	£0
Visits to library [based on Cipfa sampling guidelines]	20350	25900	29550	21800	15225
Community Engagement:					
IT usage [Hrs per annum]	945	2178	1366	2085	0
Reading Groups	1	2	2	1	0
Activity Clubs	1	0	2	1	0
Class Visits [per month]	4	12	12	3	142
Cost per visit	£1.37	£1.94	£1.97	£2.69	£3.47

* **Expenditure: Building/Vehicle** e.g. utility, rates and servicing costs. The Mobile Library costs include the vehicle support costs and fuel.

** **Headland Library:** As an integral part of the Borough Building the Headland Library does not generate separate, comparable costs. As such it has not been included in this data set.

*** **Owton Manor Library:** Owton Manor Library incurs a percentage recharge for services and utilities incurred by the combined Owton Manor Community Centre/Library building.

2. Delivery of the Universal Library Offer

Universal Library Offer	Mobile Library	Home Library	Static Library
Online Access			•
Free Community Space			•
Expert Advice & Support			•
Free Books	•	•	•
MultiMedia Reading Resources	•	•	•
Community Outreach Services	•	•	•
Targeted audiences [families, older people]		•	•
Information & signposting			•
Learning Space & Support			•
Local family & history resources			•
Reading Groups and social reading activities			•
Reading Promotions			•
Author events/performances		•	•
Bookgifting			•

Mobile Library Survey: September 2013**1. Background**

A questionnaire was issued to all users who came onto the Mobile Library vehicle between the 2nd & 27th September 2013. The Mobile Library operates a two weekly schedule and as such the survey period covers two complete cycles. Users were only asked to complete one form over the survey period, even if they used the vehicle on two occasions.

A copy of the questionnaire is attached at the end of **Appendix 7a**.

Library Staff were available to engage with people and answer any immediate concerns throughout the survey period. A high level of return rate was achieved [94%].

2. Survey Data

154 questionnaires were distributed and 145 returned. The responses are recorded below.

2.1 Option results.

The survey asked current users to tell us how they would prefer to access library services should the Mobile Library cease. Eight options were provided. In addition people were given an opportunity to make additional comments and suggest possible community venues that the Library Service could use for alternative service provision.

Some responders ticked more than one option box; this figure has been recorded in the 'number of responses' column.

* Where more than one option has been ticked, only the first option has been taken in to account i.e. 43 people believe they are eligible for a Home Library Service however this includes 14 who have stated they already received a Home Library Service [43-14=37]; 6 people would like to select from a deposit collection [option 3] however 5 had already responded to option 1 or 2.

Options	Number of responses	Number of responses where no previous option has been ticked.*
My books are currently delivered to me and I am eligible for a Home Library Service	29	29
I believe I am eligible for a Home Library Service although I choose my own books at the moment	43	37
I live in sheltered accommodation: I would select books from a deposit collection if they were available within the complex	6	1

I live in sheltered accommodation: I would rather select my books during a library visit to the complex	31	12
I am already a member of another library which I can use	18	14
I live near a static library and would use my local branch or Central Library	13	8
I do not live near a static library: I would prefer to select my books at a library visit to a local community building	36	24
I would not use the library service	22	13
Nothing ticked	7	7
Total:	204	145

2.1.2 User profile data.

Sex		
Male	25	17.2%
Female	118	81.4%
Unknown	2	1.4%
Total:	145	
Age		
18-34	0	0%
35-64	15	10%
65-74	46	32%
75-84	71	49%
85 and over	13	9%
Total:	145	
Ethnic Origin		
White	139	96%
Mixed		
Asian/Asian British		
Black/Black British		
Chinese		
Other Ethnic group		
Unknown	6	4%
Total:	145	

2.1.3 Additional comments

A total of 48 people who completed the survey made additional comments.

A number of comments related directly to the fact that people were happy with the current service, although the same people had ticked an alternative service option box. 24 fell into this category.

In addition;

- Six comments related directly to a Home Library Service/visit to sheltered accommodation. The alternative service proposed would enable all of these people to receive a Home Library service.

I am a 24 hour carer & have difficulty walking up to 50 yds I would like to mobile library to stay. I have used it for 33 years as I am unable to get to my nearest library it will be a great loss to me if it is taken away
I hope you don't take the mobile bus off
I would prefer to keep the service I get now
Home delivery as I cannot get out unless I have assistance
I would prefer the library bus I do not live near a static library or comm centre and the library staff know my needs
With someone going with her [she would use the library if it visited her complex].

- Seven people surveyed did not select a preferred option, however they provided comments. These are provided below.

I would prefer the bus to continue. It provides an excellent service and should be allowed to continue so at present.
If the mobile was not available I think a village hall would be a logical place. I would not like to lose this service as it benefits the community.
Prefer to keep using mobile library.
Wish to use mobile library.
I use mobile library and wish to retain it.
I am happy with the service provided by the library bus.
I would like the mobile to keep going.

- Two people who ticked 'I would not use the Library Service' provided a comment;

[Alternative venue] Not applicable in Elwick Village
The mobile library is not only a book resource but serves a much wider service. It is an opportunity for councils to improve information access, by using it to disseminate info to a wider audience. It also provides an important 'hub' for neighbours to meet and thereby improve contact.

- A number of alternative venues were suggested;

Any suitable building in centre of village [Elwick]
Village hall, pub, school? [Elwick]
Village Hall [Dalton]
My home complex [Hartfields]
Hartfields x2

In addition two people said there were no available community venues near their 'stop'.

One person said the use of a community venue was 'Better than nothing but would it save money on the present arrangement'

3. Analysis of data

The number of people using the mobile library vehicle at 'public stops' during the survey period was 154.

This is less than the number indicated by the active user report [Appendix 4] which indicates that 271 borrowed a book from the Mobile Library vehicle in the twelve month prior to July 2013. Some of the latter may be infrequent users and 154 is a more accurate representation of the number of people using the Mobile Vehicle on a regular basis.

3.1 Option results.

A total of 204 option boxes were ticked as some people selected more than one alternative service option.

Where this is the case the responses were analysed and the first option ticked was used as the preferred option.

- 45.5% of people [66], already receive or believe they are eligible to receive a Home Library service.

Option 1 of the Library Service Review would provide

- additional capacity on the Home Library service to accommodate all the above and should notice very little difference to their service.

Books are preselected however selection is based on a reading profile which is provided by the user; this can be changed at any stage to reflect changing user interests.

- Of the remainder 13 live in sheltered housing and would wish to receive a service at the complex. Of these 6 live at Hartfields; the Library Service already supports this complex in the form of a deposit collection to their onsite 'library' and Reading Group.

Option 1 of the Library Service Review would provide;

- capacity to enable Library Staff to support sheltered housing complexes with deposit loans or visits.
- the potential to engage with other sheltered housing residents who

currently do not use the Mobile Library service.

- Of the remainder, 22 people are already members of a static library or live close to one.
- 24 people would choose to use a community venue.

Option 1 of the Library Service Review would provide;

- the potential to engage with a much greater number of people by basing its visits in existing community venues and/or alongside other community activities.
- Although 22 people ticked the ‘would not use the library service’ option, 9 had already indicated they would use or have access to other the service in another form. Only 13 people ticked only this option.
- 7 people chose not to tick any option.

3.2 User profile.

It is significant that 90% of those surveyed are in the 65+ age group and that there were no adult service users under the age of 35.

The current Mobile Library vehicle is not successfully engaging with families or younger adults.

Option 1 of the Library Service Review in providing more community based services linking, where possible, to existing community activities aims to address this issue and provide a service which is more capable of reaching a younger audience. The extension of the Home Library service will anticipate the needs of the increasingly elderly user group.

3.3 Additional comments

48 people chose to make a comment. Most indicated that they would prefer to keep the existing service, however some did use the opportunity to suggest possible venues for future service delivery. These were primarily village and Hartfields residents.

4. Summary

The survey provides a more accurate gauge of the current usage of the Mobile Library vehicle than the active user report which is based on historical data.

As users of the Mobile Library were only asked to complete one form over the survey period, even if they used the vehicle on two occasions, the indication is that a maximum of 154 people use a ‘public stop’ in any given fortnight.

Although the number of weekly stops varies over the fortnight there are 43 ‘public stops’ in total, the average is therefore 3.6 people per stop. This is a simplistic view and some stops

do attract more users, but conversely that means some attract less.

The user profile indicates the Mobile Library service primarily caters for an elderly community. The Library Service has a well established Home Library Service which would be expanded under the preferred Option1 of the Library Service Review and future proof deliver to this user group.

Should the Mobile Library service continue without change than the decline in usage will continue as its users age.

If the Mobile Library Service were to cease what is your preferred option for accessing Library Services?

1. My books are currently delivered to me and I am eligible for a Home Library Service. *

2. I believe I am eligible for a Home Library Service* although I choose my own books at the moment.

*The Home Library Service is available for those whose health or strength prevents them from selecting and carrying home books from a library.

3. I live in sheltered accommodation:

a. I would select books from a Deposit Collection if they were available within the complex.

b. I would rather select my books during a library visit to the complex.

4. I am already a member of another library which I can use.

5. I live near a static library and would use my local branch or Central Library.

6. I do not live near a static library:

I would prefer to select my books at a library visit to a local community building.

Please tell us which local amenity would you like the Library Service to be available from? (e.g. Community Centre)

7. I would not use the Library Service

**Please hand this questionnaire back to a member of the Mobile Library Staff.
We would welcome any comments that you may have, please contact us at the address below**

**Hartlepool Central Library
124 York Road
Hartlepool
TS26 9DE**

To assist us in assessing the impact of the potential changes it would be useful if you could answer the following additional questions;

Are you Male or Female? Please tick (✓) **one box**

Male **Female**

Which age group do you belong to? Please tick (✓) **one box**

18-34 **35-64** **65-74** **75-84** **85 and over**

To which of these groups do you consider you belong?
Please tick (✓) **one box**

White (British, Irish, any other White background)

Mixed (White and black Caribbean, White and black African, White and Asian, any other Mixed background)

Asian or Asian British (Indian, Pakistani, Bangladeshi, Any other Asian background)

Black or Black British (Caribbean, African, or any other Black background)

Chinese

Any other ethnic group



Initial Consultation with Schools: Sept 2013

The Mobile Library vehicle currently visits fifteen primary schools. This includes two village schools at Elwick and Hart. The remainder of primary schools either do not wish to have a Mobile Library visit or are unable to safely accommodate the current vehicle either on or near their premises.

Some schools bring all their classes onto the vehicle on a regular basis, others may only bring on one or two classes. Some schools do not use every session available to them.

For the purposes of this consultation the number of pupil engagements at each school was not identified.

Each of the participating schools was contacted in September 2013 in an initial consultation on the Library Service Review.

The consultation was deliberately brief as the content of the alternative offer will be developed with input from the schools themselves. This consultation was intended to make schools aware of the potential need for change and gauge initial reactions only.

Of the 15 schools contacted 11 responded as below;

Would you be happy if the way in which the service is delivered was changed?	Yes	No
		5
<p>The content of the alternative service to schools will be developed in consultation with individual schools and as such the detail of what that service will be was not discussed in depth.</p> <p>Five schools immediately opted for change including the village schools at Hart & Elwick.</p> <p>Comments suggest that some schools had some strong opinions either for or against change. Those who wished to continue with the existing service valued the 'library experience' offer of visiting the mobile library vehicle. Those who opted for change saw the added value that a more targeted service could offer and the improved flexibility in terms of scheduling visits.</p> <p>Four schools did not respond.</p>		
Would you wish to continue to receive a library service should the Mobile Library cease?	Yes	No
	10	1
<p>Only one school would not wish to receive a library service if the Mobile Library service ceased.</p> <p>Some schools had concerns around space issues, however these were not considered insurmountable.</p>		

The alternative service to schools will accommodate at least the same number of schools as the current service.

The library service will work closely with all existing schools to ensure that actual and perceived issues are resolved wherever possible. Should any school decide not to participate in an alternative service the 'slot' will be made available to other schools who do not currently receive a service.

Schools opt in and out of the existing service for a variety of reasons and it is not unusual for the number of schools, and classes, the mobile library vehicle visits to fluctuate.

Department	Division	Section	Owner/Officer
Regeneration & Neighbourhoods	Community Services	Culture & Information	David Worthington/Kay Tranter
Function/Service	<p><u>Library Service Review</u> Assessment: August 2013.</p> <p>The initial assessment is based on the data available in August 2013.</p> <p>The Library Service operates two vehicle delivered services in addition to four part-time branch libraries and the Central Library. The two vehicle delivered services are;</p> <ul style="list-style-type: none"> • The Home Library Service • The Mobile Library <p>The vehicle delivered services were not included in the Library Service review of 2010-11. However, as an ongoing commitment to service improvement, a review of the vehicle services' routes and usage began in 2011.</p> <p>The review will make recommendations on future delivery of library outreach services to schools, communities and individuals in Hartlepool.</p> <p>The Home Library delivers services directly into the homes of library members who are in ill-health or have mobility issues. The service helps to support people to remain in their own homes, reduces their sense of isolation and assists in their mental wellbeing.</p> <p>In 2012/13 the service was received by 578 Hartlepool residents. The service is delivered by a Library Assistant/Driver who normally operates as a sole worker. The vehicle requires a standard driving license.</p> <p>The Mobile Library delivers services to 1530 people at a variety of venues and locations, namely;</p> <ul style="list-style-type: none"> • 15 primary schools • 14 sheltered housing complexes • 5 outlying/village communities • 24 residential stops throughout the town. <p>Schools visits are between 45 minutes & 2.5 hours in duration. Schools are visited once a fortnight during term-time only. Junior library members select from a collection of books on the vehicle. These are age specific. Loans are limited to one issue per visit. Schoolchildren represent 81% of active members however;</p> <ul style="list-style-type: none"> • 77% loan less than 3 books per term. • 19% only borrowed 1 item in the school year. <p>Of the remainder of active members, 18% access the service at public 'library stop' across the town. This figure equates to 271 people, 264 are adults. The mobile carries a range of titles and formats for self-selection, however 33 members currently receive a pre-selected book service, similar to the Home Library service.</p>		

	<p>Public 'library stops' are between 15 minutes & 1 hour in duration.</p> <p>The Mobile vehicle was purchased in 2004. It requires 2 person staffing. The Library Assistant/ Driver requires a pre-1990 driving license to comply with C1 category requirements [vehicle weight]. The size and manoeuvrability of the vehicle place restrictions on the number of locations that are suitable as 'library stops'. Due to garaging restrictions the mobile operates a 9:15am-3:30pm time table.</p>
<p>Information Available</p>	<p>Active Mobile Library Users report: July 2013.</p> <p>Active users are defined as individuals who have borrowed a library item in the previous 12 months.</p> <p>There are 1530 active members. Of these;</p> <p>1237 are schoolchildren 271 are members of the public 22 are others [staff/school/expired ticket holders]</p> <p>Age is not consistently recorded so no analysis can be made regarding specific age, however junior and adult status is available. Of the members using the public library stops 97% are adult.</p> <p>The staff perception is that most Mobile Library users are aged 65+. This is supported by the number of schedule stops at residential and sheltered accommodation complexes.</p> <p>83% of the current Home Library users are aged 65+.</p> <p>Gender</p> <p>Schoolchildren: data not recorded. Public [271]: The gender profile for this user group identifies 80% as female, 20% as male.</p> <p>74% of the current Home Library users are female</p>
<p>Relevance</p> <p><i>Identify which strands are relevant to the area you are reviewing or changing</i></p>	<p>Age is not consistently recorded so no analysis can be made regarding specific age, however junior and adult status is available for active Mobile Library users.</p> <p>There are two specific user groups identified in the Mobile Library review ;</p> <ul style="list-style-type: none"> • School children represent 81% of active members. • There are 271 members using the public library stops; 97% are adult. <p>Whilst the service doesn't systematically collect data on age, anecdotally it knows that a high proportion of its mobile and home library users are older.</p> <p>Analysis of the active Mobile Library users suggests that;</p> <ul style="list-style-type: none"> ○ 33 are automatically eligible for a Home Library Service. ○ 53 have a valid ticket for a static library. ○ 92 live in sheltered or warden controlled accommodation. ○ 98 use a Mobile Library stop within 1 mile or less of a static library.

	<ul style="list-style-type: none"> ○ Some users will fit in to more than one of the above categories; 87 do not fit into any. They represent 32% of the total. <p>83% of the current Home Library users are aged 65+.</p>	
	<p>Disability</p> <p>Although data regarding disability is not automatically collected the Mobile Library currently delivers a service similar to that of the Home Library Service to 33 adults. This service is available for those whose health or strength prevents them from selecting and carrying home books from a library.</p>	
	<p>Gender</p> <p>Gender data is available for adult members of the Mobile Library using public 'library stops'. 80% are female.</p> <p>Gender is not consistently recorded for all library members. As such it is not clear if the same male/female ratios are reflected across the service.</p> <p>How ever perception is that although there are more female than males who borrow books the figure is not as high as 80%.</p> <p>As such the impact of the review will be greater on the female gender.</p> <p>74% of the current Home Library users are female.</p>	
	<p>Other</p> <p>There is no available data to evaluate the impact on additional equality groups.</p>	
<p>Information Gaps</p>	<p>The active user report provides some profiling of user groups how ever a consultation with users during September is required to assess to what level the current user group will engage with proposed alternate models.</p> <p>There will be two forms of consultation.</p> <ul style="list-style-type: none"> ○ <u>Schools</u>; The Children's & Young Person's officer will consult with the 15 schools currently receiving the Mobile Library service. Schools visit times currently vary according school priorities. It is proposed any alternate delivery will offer a number of options which schools can select from. ○ <u>Public stop users</u>. Consultation will take place in September on the Mobile vehicle. It is hoped this will identify the number of people who are eligible for transfer to the Home Library service, those who currently have a library ticket for another library and those who want to participate in potential, alternative community-based services. It is intended that the consultation will provide data on the number of users who will not participate in library services if the Mobile Library were to cease entirely. 	

	<p>To improve the quality of the available information on gender, ethnicity and age the survey carried out with users of the Mobile Library in September will include questions on these areas. The data will be voluntary. Analysis of survey will assist in confirming where there may be a disproportionate impact on a user group. <i>[Consultation has taken place: see Appendix 7a & 7b of Library Service Review Report]</i></p>
What is the Impact	<p>Impact is dependant on the model implemented for future delivery of the Mobile Library service. Options are:</p> <p>Option 1: Provision of alternative service delivery Option 2: Cessation of Mobile Library Service Option 3: Close Branch Library/Libraries Option 4: No change</p> <p>Option 1:</p> <ul style="list-style-type: none"> ○ The elderly/disabled. <ul style="list-style-type: none"> ▪ increased capacity of the Home Library service able to accommodate all eligible, existing mobile users. ▪ delivery of deposit collections to homes and sheltered accommodation and/or 'trolley' visits. This will initially service those current Mobile Library users who indicate they would like to opt into this alternate service. ○ Adult users <ul style="list-style-type: none"> ▪ Pilot of flexible community-based delivery to support outlying communities. Service to link in with current community activities where possible and current Mobile Library users to be consulted on community venues they would like the service to use. The service will initially aim to service the communities that currently receive the Mobile Library service ○ School-age children. <ul style="list-style-type: none"> ▪ The alternative service will have the capacity to accommodate at least the same number of schoolchildren as the current Mobile Library service. Integrated library service with added value to literacy and learning agenda. <p>Option 2: The complete cessation of the Mobile Library will affect approx 1.7% of the population of Hartlepool, approx 0.3% of these will be adults.</p> <p>Option 3: Close Branch/Branches. A separate impact analysis will be required if this option is to be pursued further. Impact will be dependant on branch/branches selected for closure.</p> <p>Option 4: No impact to current Mobile Library users, however to meet efficiency saving requirements other service areas would need to reduce/cease. The impact of alternative saving options would need to be assessed separately.</p>

Addressing the impact	1. No Impact- No Major Change – Option 4 only.
	2. Adjust/Change Policy – Option 1 addresses the needs of those unable to access service due to a disability or inability to select and carry home their library books by automatic transfer on the Home Library Service. Option 2 will impact most on this user group although it is estimated that all users currently receiving a home delivered service via the Mobile Library will be accommodated within the Home Library service within a 6 month period. Option 3: Unknown; to be assessed separately should this option be pursued further.
	3. Adverse Impact but Continue – Option 2 and to a much lesser extent Option 1 may have an adverse impact on current users of the Mobile Service and particularly the elderly and women. It is intended that with Option 1 this will be mitigated by offering alternative service options. The proposals will be presented in a committee report for a decision. Option 3: Unknown; to be assessed separately should this option be pursued further.
	4. Stop/Remove Policy/Proposal – N/A

Actions

It will be useful to record and monitor any actions resulting from your assessment to ensure that they have had the intended effect and that the outcomes have been achieved.

Action identified	Responsible Officer	By When	How will this be evaluated?
Consultation with existing Mobile Library Users	K Tranter	Completed	Analysis of data.
Initial consultation with Schools	H Bellwood	Completed	Analysis of data.
Post consultation report	K Tranter	Completed	Analysis of data. [Library Service Review :Appendix 7a & 7b]
Committee Report	David Worthington/John Menear	5 Dec 2013	Committee decision.

Date sent to Equality Rep for publishing	On completion
Date Published	tbc
Date Assessment Carried out	30.8.13 - ongoing

Staff Briefings/Survey: November 2013

1. Background

All Library staff, including casual staff, were invited to a series of briefings on the Library Service Review in November 2013. 75% of staff attended.

The briefings provided background information on the Council's financial position and on the contents of the Library Service Review. The four options included in the report were highlighted and staff were given the opportunity to ask questions. Draft copies of the Library Service Report were made available for reference.

In addition all staff received a questionnaire and asked to rank, in order of their preference, each of the four options. Comments were also encouraged.

2. Survey Data

63 questionnaires were distributed and 52 returned. This is a return rate of 85%. The questionnaires were completed anonymously. The responses are recorded below.

2.1 Option results.

Members of staff were asked to rank the options in their preferred order. 88% of the returned questionnaires gave Option 1 as their preferred choice [46 people]. This equates to a 73% of the whole workforce.

Cease the mobile library service and replace with alternative service provision	Cease the mobile service without any alternative provision	Close a branch or branch libraries	Do nothing (savings identified from elsewhere)	
Option 1	Option 2	Option 3	Option 4	Spoilt returns
46	3	0	1	2
88%	6%	0%	2%	4%

2.2 Additional comments

A total of 20 people who completed the survey made additional comments. **All** gave Option 1 as their preferred option.

Staff comments;

It is an opportunity to try new ways of delivering services, particularly to outlying areas & schools, while we still have other provision. Help protect the service long term & build experience.
Option 1 makes perfect sense and is very reasonable with so many cuts being made. I am very pleased that this information was shared with staff as we are all committed to providing the best service in libraries but understand changes need to take place.
I believe the library is right to look at the longer term future of the service rather than simply cut costs.
The mobile service has been struggling for some time - despite changes to routes and stops- it is still underused. The replacement stops at Foggy Furze and West View have not been popular and are not serving their community as a suitable alternative to a branch library. Doing nothing does not enable the library service to move forward - in present economic climate access to books and information, easily and freely is of vital importance to the community. Branch libraries provide that.
The mobile library is very under-used & has been for many years. It would make common & financial sense to cease the service.
No1 is the best option because it will preserve jobs and improve the service to our customers. Libraries are vital to communities. Here at Central we are busier than ever before. We offer vital services to our customers and if needs must we go out into the community to help them too.
Option 1 seems to be the best option to retain the current service but in a different way and to enable us to expand the outreach service which we provide to the community.
Option 1 is my preferred option as it not only preserves staff it gives the Library Service the opportunity to enhance and improve service delivery across the town.
I think option 1 is the best and only way forward to survive and continue into the future library services must adapt and be taken to the public by outreach. I also think when the proposals are implemented we will be providing an even better service to schools, home library users and communities.
In order for libraries to survive in this financially difficult time, I believe it has to evolve and Option 1 in my opinion seems the most viable.
Option 1 is the most logical choice for both the library service/staff and the public/schools, this achieves a more improved service for current mobile users. The villages potentially get a more flexible service which isn't timetable orientated and the schools get a more enhanced service with additional activities to back up the curriculum. The remainder of options will affect both the public and staff and will exclude some people from using our services at all.
Option 1 would improve the service and give a good basis for the service in the future. It would ensure that the public still have access to a library service.
By choosing option 1, I believe both services and jobs will be safeguarded. Option 2 and 3 will result in areas or [?] jobs and services. Option 1 will maintain a service, although it's delivered in a more cost effective way.

In addition;

- Two people surveyed identified that they had personal experience of the Mobile Library services. Their comments are provided below.

We have to adapt to the changing needs of the community. The statistics clearly show that the mobile is failing in its current state. I have had personal experience of outreach opportunities that have been lost due to the restrictions on the current vehicle. A smaller vehicle and change of focus seem obvious solutions to these problems.
--

From personal experience feel that the mobile library service is not cost effective - think that its services could be incorporated into home library

- Two people felt they had not received enough information prior to the Staff briefings.

This is the first official information that we have had about cuts, everything else was rumour based. A smaller vehicle will allow book deliveries later in the day which will allow working families to use the service.

Could have been more consultation with staff prior to letter and briefing. Lack of publicity regarding mobile service. Why couldn't current mobile service provide services for community groups.

- One person positively commented on the information provided to staff.

Pleased we have been fully informed about the above options.
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- Of the two remaining comments, both offered suggestions/questions. These were either addressed at the briefings, are outside of the review remit or have been considered previously.

3. Summary

The data indicated that most staff preferred Option 1. [88% of returns].

Only staff that chose Option 1 made comments.

A number of staff indicated that the current Mobile Library vehicle is underused; this includes some who have personal experience of the service.

Most of the remainder of comments indicate that staff are aware of the need to make financial savings and see the changes to community outreach in Option 1 as a way of delivering/improving future service delivery.

Staff Questionnaire: Library Service Review 2013

The Library Service review has put forward 4 options to Members of the Regeneration Committee for consideration as part of the 2014/15 financial savings.
Please rank the proposed options in your preferred order of choice [1-4].

1 = Option you would most like to be selected for implementation
4 = Option you would least like to be selected for implementation

Option 1

Cease the Mobile Library service and replace with alternative service provision.

Option 2

Cease the Mobile Library service without any alternative provision.

Option 3

Close a branch library or libraries.

Option 4

Do nothing. [savings to be identified from elsewhere]

Additional comment:-

.....
.....
.....
.....
.....

Please return to Jayne Halliday, Operations Manager by **Friday 8th November 2013**.

Thank you for your opinion.

REGENERATION SERVICES COMMITTEE

5th December 2013



Report of: Assistant Director of Child & Adult Services
(Community Services)

Subject: FEES & CHARGES REVIEW 2014/15

1. TYPE OF DECISION

1.1 Non Key decision.

2. PURPOSE OF REPORT

- 2.1 To provide Committee with the annual review of fees and charges proposed for 2014/15 and provide commentary upon those pricing categories which are demonstrating any significant change.
- 2.2 The Borough Hall is to be reviewed separately and this will be presented along with the linked price schedules for the Town Hall Theatre at your January meeting. The accompanying **Appendix 1** clearly references this point.

3. BACKGROUND

- 3.1 The Community Services division of the Department and that of Parks and Countryside within Regeneration and Neighbourhoods is heavily reliant upon earned income from a wide variety of fees and charges to maintain service levels and opportunities across the Borough. In total we have in excess of 600 separate fees and charges which are regularly reviewed and updated. These do not include new and developing courses that are priced accordingly within year the ticket prices at the theatre and events which are priced according to costs on an individual basis.
- 3.2 When dealing with relatively small fees, it can be appropriate to leave as existing then revise by a larger percentage every few years. In other instances, conscious decisions are made to leave fees as existing, or even reduce them to meet specific areas of disadvantage and encourage use. This year will see much evidence of this to stimulate patronage across all

services. Where fees and charges are increased by inflation they are rounded to the nearest 5p.

- 3.3 The purpose of this report is to seek Committee approval to the exceptions which have been identified. These have arisen as part of the current budget setting process and seek to redress specific areas where fees and charges have either been unable to keep pace with the cost of provision or have been benchmarked against regional and sub regional comparators to ensure Hartlepool pricing is not undervalued.

4. AREAS FOR CONSIDERATION

- 4.1 The fees and charges proposals for 2014/15 reflect a combination of a difficult trading environment, the need to maintain market share and attraction of additional footfall. This applies equally across many of our sporting venues, cultural venues and facilities. I am pleased to say that many of our prices are proposed to be frozen for the forthcoming year, where prices are increased it is in line with the 2.5% inflation trend and in a very small number of cases there are above inflation increases.
- 4.2 Furthermore officers have thoroughly reviewed the pricing schedule which has led to a deletion of several areas of pricing – largely due to non use and over provision. This is coupled with the introduction of new charges due to changing service requirements, new developments and any resultant imbalance corrections – these are referenced as follows:-

4.3 Sports & Recreation:

MILL HOUSE LEISURE CENTRE

- Introduction of a Family swim ticket.
We are proposing to offer the opportunity to purchase a composite family swim ticket for a maximum of 2 adults and 2 children. This would equate to the following:-

	Normal charge	Proposed charge	Reduction
Casual 2 Adults & 2 children	£11.70	£9.95	£1.75 (15%)
Member 2 Adults & 2 children	£9.50	£7.75	£1.70 (18.4%)
Concessionary 2 Adults & 2 children	£6.20	£5.00	£1.20 (19.4%)

N.B. Children under the age of 4 are already admitted free of charge.

- Pool Hire Rates (from 01.01.14)
Need to revise the rates to accommodate the alteration of the main pool tank with the insertion of a boom effectively splitting the main pool into two separate pools. Proposals are therefore as follows:-

Current Pool Hire Charges

	Whole Pool Hall	Learner Pool	33 metre x 6 lanes	25 metre x 5 lanes	Per lane (33 metre)	Per lane (25 metre)
Club Hire	66.70	20.50	41.00	25.60	10.30	6.50
Private Hire	84.05	31.55	52.60	36.80	13.65	N / A

Proposed Pool Hire Charges

	Whole Pool Hall	Learner Pool	25 metre x 5 lanes	20 metre x 6 lanes	Per lane (25 metre)	Per lane (20 metre)
Club Hire	66.70	20.50	25.60	22.50	6.50	5.00
Private Hire	84.05	31.55	36.80	32.50	8.00	6.00

In addition to this, one of the swimming clubs making use of Mill House hires the Learner Pool to accommodate their own swimming lesson programme on a commercial basis. In future it is proposed that the hire of the Learner Pool by them for this specific use will no longer be available at the subsidised Club rate.

BRIERTON SPORTS CENTRE

- Locker Use
At present, unlike at the other two leisure centre sites, locker use is not charged at Brierton Sports Centre. This has not been possible previously owing to the need to reinstate a lot of the lockers that had been removed and stored on site by the previous management regime. These have now been reinstated during this year and we are now able to introduce the charge to bring it in line with the other leisure centres.

Last year, we generated income of £13,247 as a result of locker use and the additional income generated as a result of the introduction of the 20p charge at Brierton is linked to our 2014/15 savings/efficiencies package.

- **Third Generation Pitch**
This is due to be available for use in late spring and the charges for this new facility have already been approved by Regeneration Committee at the meeting of August 29th 2013. It is not proposed to increase these for the 2014/15 financial year.

SUMMERHILL

- **Site Use for Events**
The charges for these across the categories are totally out of kilter and have been realigned to make them more appropriate. Unfortunately however this has had the effect of seemingly large percentage increases but when looking at the number of participants involved, are relatively low charges.

For example, if a Hartlepool school was using the site for cross country (concessionary category), for numbers up to 19 in total there would be no charge. However for 20 up to a maximum of 99 pupils, the proposed charge would be £30.00. With the size of a class being approximately 30 pupils, this would equate to £1.00 per pupil.

GRAYFIELDS

- **3G CHARGES**
Prices are being realigned to match the model set for Brierton approved by Committee on the 29th August. Generally these have reduced with minor exceptions.

4.4 Cultural & Information Services

- **Hartlepool Maritime Experience** – The prices charged at the HME are increased for the single price ticket suite and due to rounding these are showing increases of c5%. However it is important to appreciate that these prices had previously been frozen and furthermore at Easter 2013 we introduced the premium price 5 for 1 ticket which has been promoted as a frequent visitor alternative which enables visitors and residents alike to benefit from a very attractive package. The take up of the 5 for 1 offer is growing and it is proposed that this continues at the current price. The pricing schedules are developed in cooperation with the HMS Trincomalee trust and they have agreed the pricing model for 2014/15. The HME is currently under review and any further changes or marketing packages will emerge as part of the review conclusions. The function facility meeting rooms are to be included as part of the tender with the new lease providing a different structure for guaranteed income. It is expected that there will be no requirement for a separate hire fee and this is clearly identified in **Appendix 1**. The HME is currently under review and any further changes or marketing packages will emerge as part of the review conclusions.

- Community Centres – the pricing schedules have been reviewed and simplified with deletion of the commercial rates, the simplification of the weekend rates and a reduction of the security costing where these may be necessary.
 - Library & Museum Service – A series of fees and charges identified within the spreadsheet are proposed for deletion and replacement with a smaller number of more relevant fees – these relate to a changing service need and the provision of copy documents and photographs in modern digital format. The charges for the museum and the Library will be combined as the research and enquiry service management is increasingly streamlined.
- 4.5 **Tees Archaeology** – a series of new charges were introduced in 2013/14 for Tees Archaeology which reflected the need to become much more commercial in outlook in response to changing funding circumstances. The changes identified are recommended on comparative fees and charges elsewhere within the archaeological and planning consultative profession.

5. FINANCIAL IMPLICATIONS

- 5.1 The proposed changes to the fees & charges is recommended in the knowledge that the ‘market’ will welcome decreases and accept modest increases, importantly the level of increase has been assessed and benchmarked against our local competitors or neighbouring local authorities. Invariably Hartlepool continues to have some of the lowest pricing in exchange for the services provided and we have to be careful that we guard against low income generation. Any erosion of current income will only serve to reduce the value of the service and generally mean the service ‘net cost’ would then become more expensive, potentially unsustainable and wholly counterproductive.
- 5.2 We need to maintain good fee income to ensure that the challenges created through the current budget reductions are met to ensure we maintain a full range of cultural and leisure facilities across the Borough. For this reason, if no other, it always better to look at the actual pricing being proposed, rather than the illusory and often misleading headline that a simple percentage rise can give.
- 5.3 The risk as always is that we will fail to maintain income levels and targets and this will place pressure on the out-turn position. Officers are confident that the changes proposed are reasonable.

6. CONCLUSIONS

- 6.1 The annual review of prices has resulted in a range of pricing changes, the overriding factor being either a price freeze or increases in line with inflation only. The fees nevertheless are structured to allow for a wide range of

concessions and beneficial pricing for those who take advantage of concessionary cards, active cards etc.

- 6.2 It is important to reflect upon the fact that these charges will still ensure that Hartlepool rates remain very competitive when compared to regional and sub regional comparators and help to maintain investment and income levels to continue to provide good cultural and sporting facilities.

7. RECOMMENDATIONS

- 7.1 The Committee is recommended to:

(i) Approve the revised schedule of fee and charge increases for 2014/15.

CONTACT OFFICER: John Mennear
Assistant Director, Community Services

Budget Holder / Officer submitting info	ITEM		Charge to customer 2013/2014 £ @ 20% vat - ROUNDED AND	Direct Input charge 2014-15 after applying 2.5% increase and rounded to	actual % increase after rounding	Calculated Cell 2014/15 charge net of VAT	Charge to customer 2014/2015 £ @ 20% vat - ROUNDED AND DECIDED BY MANAGER	Calculated Cell 2014/15 charge net of VAT	Calculated Cell % change to customer from April 2013	COMMENTS 2014/15			
Pat Usher	SPORT & RECREATION												
Pat Usher	SECTION: MILL HOUSE LEISURE CENTRE												
Pat Usher	Spectator Admission	Casual- Adult	£1.05	1.10	4.76%	0.92	£1.05	0.88	0.0%				
Pat Usher	Spectator Admission	Casual- Junior	£0.55	0.55	0.00%	0.46	£0.55	0.46	0.0%				
Pat Usher	Swimming Single Admission	Casual- Adult	£3.50	3.60	2.86%	3.00	£3.50	2.92	0.0%				
Pat Usher	Swimming Single Admission	Casual Over 60's	£2.90	3.00	3.45%	2.50	£2.90	2.42	0.0%				
Pat Usher	Swimming Single Admission	Casual- Junior	£2.35	2.40	2.13%	2.00	£2.35	1.96	0.0%				
Pat Usher	Swimming Single Admission	Member- Adult	£2.80	2.90	3.57%	2.42	£2.80	2.33	0.0%				
Pat Usher	Swimming Single Admission	Member Over 60's	£2.25	2.30	2.22%	1.92	£2.25	1.88	0.0%				
Pat Usher	Swimming Single Admission	Member- Junior	£1.95	2.00	2.50%	1.66	£1.95	1.62	0.0%				
Pat Usher	Swimming Single Admission	Concession- Adult	£1.70	1.75	2.94%	1.46	£1.70	1.42	0.0%				
Pat Usher	Swimming Single Admission	Concession Over 60's	£1.60	1.65	3.12%	1.38	£1.60	1.33	0.0%				
Pat Usher	Swimming Single Admission	Concession- Junior	£1.40	1.45	3.57%	1.21	£1.40	1.17	0.0%				
Pat Usher	Family Swim Ticket (2 Adults & 2 children)	Casual					£9.95			New Price			
Pat Usher	Family Swim Ticket (2 Adults & 2 children)	Member					£7.75			New Price			
Pat Usher	Family Swim Ticket (2 Adults & 2 children)	Concessionary					£5.00			New Price			
Pat Usher	Swimming Season Ticket (12 months)	Member- Adult	£155.00	158.90	2.52%	132.42	£155.00	129.17	0.0%				
Pat Usher	Swimming Season Ticket (12 months)	Member- Junior	£105.00	107.65	2.52%	89.71	£105.00	87.50	0.0%				
Pat Usher	Swimming Season Ticket (12 months)	Concession- Adult	£114.00	116.85	2.50%	97.38	£114.00	95.00	0.0%				
Pat Usher	Swimming Season Ticket (12 months)	Concession- Junior	£85.00	87.15	2.53%	72.63	£85.00	70.83	0.0%				
Pat Usher	Swimming Season Ticket (6 months)	Member- Adult	£96.50	98.90	2.49%	82.42	£96.50	80.42	0.0%				
Pat Usher	Swimming Season Ticket (6 months)	Member- Junior	£71.00	72.80	2.54%	60.67	£71.00	59.17	0.0%				
Pat Usher	Swimming Season Ticket (6 months)	Concession- Adult	£68.50	70.20	2.48%	58.50	£68.50	57.08	0.0%				
Pat Usher	Swimming Season Ticket (6 months)	Concession- Junior	£54.50	55.85	2.48%	46.54	£54.50	45.42	0.0%				
Pat Usher	Squash/Racketball (40 mins)	Casual- Adult	£6.35	6.50	2.36%	5.42	£6.35	5.29	0.0%				
Pat Usher	Squash/Racketball (40 mins)	Casual- Junior	£4.60	4.70	2.17%	3.92	£4.60	3.83	0.0%				
Pat Usher	Squash/Racketball (40 mins)	Member- Adult	£5.55	5.70	2.70%	4.75	£5.55	4.63	0.0%				
Pat Usher	Squash/Racketball (40 mins)	Member- Junior	£4.20	4.30	2.32%	3.58	£4.20	3.50	0.0%				
Pat Usher	Squash/Racketball (40 mins)	Concession- Adult	£3.40	3.50	2.94%	2.92	£3.40	2.83	0.0%				
Pat Usher	Squash/Racketball (40 mins)	Concession- Junior	£2.70	2.80	3.70%	2.33	£2.70	2.25	0.0%				
Pat Usher	Badminton (60 mins)	Casual- Adult	£7.90	8.10	2.50%	6.75	£7.90	6.58	0.0%				
Pat Usher	Badminton (60 mins)	Casual- Junior	£5.85	6.00	2.50%	5.00	£5.85	4.88	0.0%				
Pat Usher	Badminton (60 mins)	Member- Adult	£6.90	7.10	2.90%	5.92	£6.90	5.75	0.0%				
Pat Usher	Badminton (60 mins)	Member- Junior	£5.00	5.15	3.00%	4.29	£5.00	4.17	0.0%				
Pat Usher	Badminton (60 mins)	Concession- Adult	£3.60	3.70	2.78%	3.08	£3.60	3.00	0.0%				
Pat Usher	Badminton (60 mins)	Concession- Junior	£3.00	3.10	3.33%	2.58	£3.00	2.50	0.0%				
Pat Usher	5-A-Side (60 mins)	Casual- Adult	£40.00	41.00	2.50%	34.17	£40.00	33.33	0.0%				
Pat Usher	5-A-Side (60 mins)	Casual- Junior	£26.85	27.50	2.42%	22.92	£26.85	22.38	0.0%				
Pat Usher	5-A-Side (60 mins)	Member- Adult	£33.60	34.45	2.53%	28.71	£33.60	28.00	0.0%				
Pat Usher	5-A-Side (60 mins)	Member- Junior	£22.65	23.20	2.42%	19.33	£22.65	18.88	0.0%				
Pat Usher	5-A-Side (60 mins)	Concession- Adult	£21.50	22.05	2.56%	18.38	£21.50	17.92	0.0%				
Pat Usher	5-A-Side (60 mins)	Concession- Junior	£14.90	15.30	2.68%	12.75	£14.90	12.42	0.0%				
Pat Usher	Netball (60 mins)	Casual- Adult	£40.00	41.00	2.50%	34.17	£40.00	33.33	0.0%				
Pat Usher	Netball (60 mins)	Casual- Junior	£26.85	27.50	2.42%	22.92	£26.85	22.38	0.0%				
Pat Usher	Netball (60 mins)	Member- Adult	£33.60	34.45	2.53%	28.71	£33.60	28.00	0.0%				
Pat Usher	Netball (60 mins)	Member- Junior	£22.65	23.20	2.42%	19.33	£22.65	18.88	0.0%				
Pat Usher	Netball (60 mins)	Concession- Adult	£21.50	22.05	2.56%	18.38	£21.50	17.92	0.0%				
Pat Usher	Netball (60 mins)	Concession- Junior	£14.90	15.30	2.68%	12.75	£14.90	12.42	0.0%				
Pat Usher	Hockey (60 mins)	Casual- Adult	£40.00	41.00	2.50%	34.17	£40.00	33.33	0.0%				
Pat Usher	Hockey (60 mins)	Casual- Junior	£26.85	27.50	2.42%	22.92	£26.85	22.38	0.0%				
Pat Usher	Hockey (60 mins)	Member- Adult	£33.60	34.45	2.53%	28.71	£33.60	28.00	0.0%				
Pat Usher	Hockey (60 mins)	Member- Junior	£22.65	23.20	2.42%	19.33	£22.65	18.88	0.0%				
Pat Usher	Hockey (60 mins)	Concession- Adult	£21.50	22.05	2.56%	18.38	£21.50	17.92	0.0%				
Pat Usher	Hockey (60 mins)	Concession- Junior	£14.90	15.30	2.68%	12.75	£14.90	12.42	0.0%				
Pat Usher	Basketball - Full Court (60 mins)	Casual- Adult	£40.00	41.00	2.50%	34.17	£40.00	33.33	0.0%				
Pat Usher	Basketball - Full Court (60 mins)	Casual- Junior	£26.85	27.50	2.42%	22.92	£26.85	22.38	0.0%				
Pat Usher	Basketball - Full Court (60 mins)	Member- Adult	£33.60	34.45	2.53%	28.71	£33.60	28.00	0.0%				
Pat Usher	Basketball - Full Court (60 mins)	Member- Junior	£22.65	23.20	2.42%	19.33	£22.65	18.88	0.0%				
Pat Usher	Basketball - Full Court (60 mins)	Concession- Adult	£21.50	22.05	2.56%	18.38	£21.50	17.92	0.0%				
Pat Usher	Basketball - Full Court (60 mins)	Concession- Junior	£14.90	15.25	2.35%	12.71	£14.90	12.42	0.0%				
Pat Usher	Basketball - Practice Court (60 mins)	Casual- Adult	£7.90	8.10	2.50%	6.75	£7.90	6.58	0.0%				

Budget Holder / Officer submitting info	ITEM	Charge to customer 2013/2014 £ @ 20% vat - ROUNDED AND	charge 2014-15 after applying 2.5% increase and rounded to	actual % increase after rounding	2014/15 charge net of VAT	Charge to customer 2014/2015 £ @ 20% vat - ROUNDED AND DECIDED BY MANAGER	2014/15 charge net of VAT	% change to customer from April 2013	COMMENTS 2014/15	
Pat Usher	Basketball - Practice Court (60 mins)	Casual- Junior	£5.85	6.00	2.50%	5.00	£5.85	4.88	0.0%	
Pat Usher	Basketball - Practice Court (60 mins)	Member- Adult	£6.90	7.10	2.90%	5.92	£6.90	5.75	0.0%	
Pat Usher	Basketball - Practice Court (60 mins)	Member- Junior	£5.00	5.15	3.00%	4.29	£5.00	4.17	0.0%	
Pat Usher	Basketball - Practice Court (60 mins)	Concession- Adult	£3.60	3.70	2.78%	3.08	£3.60	3.00	0.0%	
Pat Usher	Basketball - Practice Court (60 mins)	Concession- Junior	£3.00	3.10	3.33%	2.58	£3.00	2.50	0.0%	
Pat Usher	Karate Court (60 mins)	Casual- Adult	£7.90	8.10	2.50%	6.75	£7.90	6.58	0.0%	
Pat Usher	Karate Court (60 mins)	Casual- Junior	£5.85	6.00	2.50%	5.00	£5.85	4.88	0.0%	
Pat Usher	Karate Court (60 mins)	Member- Adult	£6.90	7.10	2.90%	5.92	£6.90	5.75	0.0%	
Pat Usher	Karate Court (60 mins)	Member- Junior	£5.00	5.15	3.00%	4.29	£5.00	4.17	0.0%	
Pat Usher	Karate Court (60 mins)	Concession- Adult	£3.60	3.70	2.78%	3.08	£3.60	3.00	0.0%	
Pat Usher	Karate Court (60 mins)	Concession- Junior	£3.00	3.10	3.33%	2.58	£3.00	2.50	0.0%	
Pat Usher	AWP Hire (60 mins)	Casual- Adult	£8.40	8.60	2.38%	7.17	£8.40	7.00	0.0%	
Pat Usher	AWP Hire (60 mins)	Casual- Junior	£4.70	4.80	2.13%	4.00	£4.70	3.92	0.0%	
Pat Usher	AWP Hire (60 mins)	Member- Adult	£7.40	7.60	2.70%	6.33	£7.40	6.17	0.0%	
Pat Usher	AWP Hire (60 mins)	Member- Junior	£4.20	4.30	2.32%	3.58	£4.20	3.50	0.0%	
Pat Usher	AWP Hire (60 mins)	Concession- Adult	£3.40	3.50	2.94%	2.92	£3.40	2.83	0.0%	
Pat Usher	AWP Hire (60 mins)	Concession- Junior	£2.30	2.35	2.17%	1.96	£2.30	1.92	0.0%	
Pat Usher	AWP and Floods Hire (60 mins)	Casual- Adult	£9.45	9.70	2.65%	8.08	£9.45	7.88	0.0%	
Pat Usher	AWP and Floods Hire (60 mins)	Casual- Junior	£5.85	6.00	2.50%	5.00	£5.85	4.88	0.0%	
Pat Usher	AWP and Floods Hire (60 mins)	Member- Adult	£8.40	8.60	2.38%	7.17	£8.40	7.00	0.0%	
Pat Usher	AWP and Floods Hire (60 mins)	Member- Junior	£5.35	5.50	2.80%	4.58	£5.35	4.46	0.0%	
Pat Usher	AWP and Floods Hire (60 mins)	Concession- Adult	£3.90	4.00	2.50%	3.33	£3.90	3.25	0.0%	
Pat Usher	AWP and Floods Hire (60 mins)	Concession- Junior	£2.80	2.90	3.57%	2.42	£2.80	2.33	0.0%	
Pat Usher	Table Tennis (60 mins)	Casual- Adult	£5.15	5.30	2.91%	4.42	£5.15	4.29	0.0%	
Pat Usher	Table Tennis (60 mins)	Casual- Junior	£3.70	3.80	2.70%	3.17	£3.70	3.08	0.0%	
Pat Usher	Table Tennis (60 mins)	Member- Adult	£4.70	4.80	2.13%	4.00	£4.70	3.92	0.0%	
Pat Usher	Table Tennis (60 mins)	Member- Junior	£3.40	3.50	2.94%	2.92	£3.40	2.83	0.0%	
Pat Usher	Table Tennis (60 mins)	Concession- Adult	£2.80	2.90	3.57%	2.42	£2.80	2.33	0.0%	
Pat Usher	Table Tennis (60 mins)	Concession- Junior	£1.80	1.85	2.50%	1.54	£1.80	1.50	0.0%	
Pat Usher	Volleyball (60 mins)	Casual- Adult	£24.90	25.50	2.41%	21.25	£24.90	20.75	0.0%	
Pat Usher	Volleyball (60 mins)	Casual- Junior	£17.20	17.65	2.62%	14.71	£17.20	14.33	0.0%	
Pat Usher	Volleyball (60 mins)	Member- Adult	£20.80	21.30	2.40%	17.75	£20.80	17.33	0.0%	
Pat Usher	Volleyball (60 mins)	Member- Junior	£15.50	15.90	2.58%	13.25	£15.50	12.92	0.0%	
Pat Usher	Volleyball (60 mins)	Concession- Adult	£12.70	13.00	2.36%	10.83	£12.70	10.58	0.0%	
Pat Usher	Volleyball (60 mins)	Concession- Junior	£10.20	10.45	2.45%	8.71	£10.20	8.50	0.0%	
Pat Usher	Cricket Nets (120 mins)	Casual- Adult	£29.10	29.85	2.58%	24.88	£29.10	24.25	0.0%	
Pat Usher	Cricket Nets (120 mins)	Casual- Junior	£21.95	22.50	2.50%	18.75	£21.95	18.29	0.0%	
Pat Usher	Cricket Nets (120 mins)	Member- Adult	£22.95	23.50	2.40%	19.58	£22.95	19.13	0.0%	
Pat Usher	Cricket Nets (120 mins)	Member- Junior	£16.80	17.20	2.38%	14.33	£16.80	14.00	0.0%	
Pat Usher	Cricket Nets (120 mins)	Concession- Adult	£14.20	14.55	2.46%	12.13	£14.20	11.83	0.0%	
Pat Usher	Cricket Nets (120 mins)	Concession- Junior	£10.20	10.45	2.45%	8.71	£10.20	8.50	0.0%	
Pat Usher	Health Suite (120 mins)	Casual- Adult	£5.85	6.00	2.50%	5.00	£5.85	4.88	0.0%	
Pat Usher	Health Suite (120 mins)	Member- Adult	£4.70	4.80	2.13%	4.00	£4.70	3.92	0.0%	
Pat Usher	Health Suite (120 mins)	Concession- Adult	£3.60	3.70	2.78%	3.08	£3.60	3.00	0.0%	
Pat Usher	Fitness Room Use (60 mins)	Member- Adult	£3.60	3.70	2.78%	3.08	£3.60	3.00	0.0%	
Pat Usher	Fitness Room Use (60 mins)	Concession- Adult	£1.80	1.85	2.50%	1.54	£1.80	1.50	0.0%	
Pat Usher	Swim Lessons (12 weeks x 30 mins)	Casual- Adult	£43.05	4.15	-90.36%	4.15	£43.05	43.05	0.0%	
Pat Usher	Swim Lessons (12 weeks x 30 mins)	Casual- Junior	£33.30	34.15	2.55%	34.15	£33.30	33.30	0.0%	
Pat Usher	Swim Lessons (12 weeks x 30 mins)	Member- Adult	£37.95	38.90	2.50%	38.90	£37.95	37.95	0.0%	
Pat Usher	Swim Lessons (12 weeks x 30 mins)	Member- Junior	£29.20	29.95	2.57%	29.95	£29.20	29.20	0.0%	
Pat Usher	Swim Lessons (12 weeks x 30 mins)	Concession- Adult	£29.20	29.95	2.57%	29.95	£29.20	29.20	0.0%	
Pat Usher	Swim Lessons (12 weeks x 30 mins)	Concession- Junior	£23.60	24.20	2.54%	24.20	£23.60	23.60	0.0%	
Pat Usher	Instructed Fitness Class (60 mins)	Casual- Adult	£4.60	4.70	2.17%	4.70	£4.60	4.60	0.0%	
Pat Usher	Instructed Fitness Class (60 mins)	Member- Adult	£3.60	3.70	2.78%	3.70	£3.60	3.60	0.0%	
Pat Usher	Instructed Fitness Class (60 mins)	Concession- Adult	£2.10	2.15	2.50%	2.15	£2.10	2.10	0.0%	
Pat Usher	Aquarobics Class Peak (60 mins)	Casual- Adult	£4.60	4.70	2.17%	4.70	£4.60	4.60	0.0%	
Pat Usher	Aquarobics Class Peak (60 mins)	Member	£3.60	3.70	2.78%	3.70	£3.60	3.60	0.0%	
Pat Usher	Aquarobics Class Peak (60 mins)	Concession- Adult	£2.10	2.15	2.50%	2.15	£2.10	2.10	0.0%	
Pat Usher	Pool Hire - Club (60 mins)	Whole Pool Hall	£66.70	68.35	2.47%	56.96	£66.70	55.58	0.0%	
Pat Usher	Pool Hire - Club (60 mins)	Small Pool	£20.50	21.00	2.44%	17.50	£20.50	17.08	0.0%	
Pat Usher	Pool Hire - Club (60 mins)	Main Pool - 33.3 only	£41.00	42.05	2.56%	35.04	-	-100.0%	To delete no longer applicable	
Pat Usher	Pool Hire - Club (60 mins)	Main Pool - 25 m only	£25.60	26.25	2.54%	21.88	£25.60	21.33	0.0%	
Pat Usher	Pool Hire - Club (60 mins)	Main Pool - 20 m only	-	-	-	-	£22.50	-	New price for remodelled pool	
Pat Usher	Pool Hire - Club (60 mins)	Slide	£15.40	15.80	2.60%	13.17	£15.40	12.83	0.0%	
Pat Usher	Pool Hire - Club (60 mins)	Lane Hire 33m	£10.30	10.55	2.43%	8.79	-	-100.0%	To delete no longer applicable	
Pat Usher	Pool Hire - Club (60 mins)	Lane Hire 25m	£6.50	6.65	2.31%	6.65	£6.50	6.50	0.0%	
Pat Usher	Pool Hire - Club (60 mins)	Lane Hire 20m	-	-	-	-	£5.00	5.00	New price for remodelled pool	
Pat Usher	Pool Hire - Private (60 mins)	Whole Pool Hall	£84.05	86.15	2.50%	71.79	£84.05	70.04	0.0%	
Pat Usher	Pool Hire - Private (60 mins)	Small Pool	£31.55	32.35	2.54%	26.96	£31.55	26.29	0.0%	
Pat Usher	Pool Hire - Private (60 mins)	Main Pool - 33.3 only	£52.60	53.90	2.47%	44.92	-	-100.0%	To delete no longer applicable	

Budget Holder / Officer submitting info	ITEM	Charge to customer 2013/2014 £ @ 20% vat - ROUNDED AND	charge 2014-15 after applying 2.5% increase and rounded to	actual % increase after rounding	2014/15 charge net of VAT	Charge to customer 2014/2015 £ @ 20% vat - ROUNDED AND DECIDED BY MANAGER	2014/15 charge net of VAT	% change to customer from April 2013	COMMENTS 2014/15
Pat Usher	Pool Hire - Private (60 mins)	Main Pool - 25 m only	£36.80	37.70	2.45%	£36.80	30.67	0.0%	
Pat Usher	Pool Hire - Private (60 mins)	Main Pool - 20 m only				£32.50			New price for remodelled pool
Pat Usher	Pool Hire - Private (60 mins)	Slide	£21.00	21.55	2.62%	£21.00	17.50	0.0%	
Pat Usher	Pool Hire - Private (60 mins)	Lane Hire 33m	£13.65	14.00	2.56%		-	-100.0%	To delete no longer applicable
Pat Usher	Pool Hire - Private (60 mins)	Lane Hire 25m				£8.00			New price for remodelled pool
Pat Usher	Pool Hire - Private (60 mins)	Lane Hire 20m				£6.00			New price for remodelled pool
Pat Usher	Fitness Room Hire (60 mins)	Club	£36.00	36.90	2.50%	£36.00	30.00	0.0%	
Pat Usher	Fitness Room Hire (60 mins)	Private	£52.80	54.10	2.46%	£52.80	44.00	0.0%	
Pat Usher	Whole Hall Hire (60 mins)	Club	£49.20	50.45	2.54%	£49.20	41.00	0.0%	
Pat Usher	Whole Hall Hire (60 mins)	Private	£63.05	63.65	0.95%	£63.05	52.54	0.0%	
Pat Usher	Half Hall Hire (60 mins)	Club	£26.70	27.35	2.43%	£26.70	22.25	0.0%	
Pat Usher	Half Hall Hire (60 mins)	Private	£33.60	34.45	2.53%	£33.60	28.00	0.0%	
Pat Usher	Community Room Hire (60 mins)	Club	£9.80	10.05	2.50%	£9.80	8.17	0.0%	
Pat Usher	Community Room Hire (60 mins)	Private	£12.30	12.60	2.44%	£12.30	10.25	0.0%	
Pat Usher	Children's Parties (60 mins)	5-a-side	£22.65	23.20	2.42%	£22.65	18.88	0.0%	
Pat Usher	Children's Parties (60 mins)	Ball Pool	£29.40	30.15	2.55%	£29.40	24.50	0.0%	
Pat Usher	Children's Parties (60 mins)	Bouncy Castle	£25.20	25.85	2.58%	£25.20	21.00	0.0%	
Pat Usher	Children's Parties (60 mins)	Pool Party (inc. staff)	£49.90	51.15	2.50%	£49.90	41.58	0.0%	
Pat Usher	Superpasses	Bronze	£30.00	30.75	2.50%	£30.00	30.00	0.0%	
Pat Usher	Superpasses	Silver	£35.00	35.90	2.57%	£35.00	35.00	0.0%	
Pat Usher	Superpasses	Gold	£40.00	41.00	2.50%	£40.00	40.00	0.0%	
Pat Usher	Equipment Hire	Casual- Adult	£1.75	1.80	2.86%	£1.75	1.46	0.0%	
Pat Usher	Equipment Hire	Casual- Junior	£1.75	1.80	2.86%	£1.75	1.46	0.0%	
Pat Usher	Equipment Hire	Member- Adult	£1.45	1.50	3.45%	£1.45	1.21	0.0%	
Pat Usher	Equipment Hire	Member- Junior	£1.45	1.50	3.45%	£1.45	1.21	0.0%	
Pat Usher	Equipment Hire	Concession- Adult	£1.00	1.05	5.00%	£1.00	1.00	0.0%	
Pat Usher	Equipment Hire	Concession- Junior	£1.00	1.05	5.00%	£1.00	1.00	0.0%	
Pat Usher	Locker Tokens		£0.20	0.20	0.00%	£0.20	0.20	0.0%	
Pat Usher	Leisure Card Membership	Adult	£11.60	11.90	2.59%	£11.60	9.67	0.0%	
Pat Usher	Leisure Card Membership	Junior	£4.50	4.60	2.22%	£4.50	3.75	0.0%	
Pat Usher	Leisure Card Membership	Family	£28.90	29.60	2.42%	£28.90	24.08	0.0%	
Pat Usher	Leisure Card Membership	Concessionary	£2.30	2.35	2.17%	£2.30	1.92	0.0%	
Pat Usher	SECTION: HEADLAND SPORTS HALL								
Pat Usher	Badminton (60 mins)	Casual- Adult	£7.90	8.10	2.50%	£7.90	6.58	0.0%	
Pat Usher	Badminton (60 mins)	Casual- Junior	£5.85	6.00	2.50%	£5.85	4.88	0.0%	
Pat Usher	Badminton (60 mins)	Member- Adult	£6.85	7.00	2.19%	£6.85	5.71	0.0%	
Pat Usher	Badminton (60 mins)	Member- Junior	£5.00	5.15	3.00%	£5.00	4.17	0.0%	
Pat Usher	Badminton (60 mins)	Concession- Adult	£3.60	3.70	2.78%	£3.60	3.00	0.0%	
Pat Usher	Badminton (60 mins)	Concession- Junior	£3.00	3.10	3.33%	£3.00	2.50	0.0%	
Pat Usher	5-A-Side (60 mins)	Casual- Adult	£40.00	41.00	2.50%	£40.00	33.33	0.0%	
Pat Usher	5-A-Side (60 mins)	Casual- Junior	£26.85	27.50	2.42%	£26.85	22.38	0.0%	
Pat Usher	5-A-Side (60 mins)	Member- Adult	£33.60	34.45	2.53%	£33.60	28.00	0.0%	
Pat Usher	5-A-Side (60 mins)	Member- Junior	£22.65	23.20	2.42%	£22.65	18.88	0.0%	
Pat Usher	5-A-Side (60 mins)	Concession- Adult	£21.50	22.05	2.56%	£21.50	17.92	0.0%	
Pat Usher	5-A-Side (60 mins)	Concession- Junior	£14.90	15.25	2.35%	£14.90	12.42	0.0%	
Pat Usher	Netball (60 mins)	Casual- Adult	£40.00	41.00	2.50%	£40.00	33.33	0.0%	
Pat Usher	Netball (60 mins)	Casual- Junior	£26.85	27.50	2.42%	£26.85	22.38	0.0%	
Pat Usher	Netball (60 mins)	Member- Adult	£33.60	34.45	2.53%	£33.60	28.00	0.0%	
Pat Usher	Netball (60 mins)	Member- Junior	£22.65	23.20	2.42%	£22.65	18.88	0.0%	
Pat Usher	Netball (60 mins)	Concession- Adult	£21.50	22.05	2.56%	£21.50	17.92	0.0%	
Pat Usher	Netball (60 mins)	Concession- Junior	£14.90	15.25	2.35%	£14.90	12.42	0.0%	
Pat Usher	Hockey (60 mins)	Casual- Adult	£40.00	41.00	2.50%	£40.00	33.33	0.0%	
Pat Usher	Hockey (60 mins)	Casual- Junior	£26.85	27.50	2.42%	£26.85	22.38	0.0%	
Pat Usher	Hockey (60 mins)	Member- Adult	£33.60	34.45	2.53%	£33.60	28.00	0.0%	
Pat Usher	Hockey (60 mins)	Member- Junior	£22.65	23.20	2.42%	£22.65	18.88	0.0%	
Pat Usher	Hockey (60 mins)	Concession- Adult	£21.50	22.05	2.56%	£21.50	17.92	0.0%	
Pat Usher	Hockey (60 mins)	Concession- Junior	£14.90	15.25	2.35%	£14.90	12.42	0.0%	
Pat Usher	Basketball - Full Court (60 mins)	Casual- Adult	£40.00	41.00	2.50%	£40.00	33.33	0.0%	
Pat Usher	Basketball - Full Court (60 mins)	Casual- Junior	£26.85	27.50	2.42%	£26.85	22.38	0.0%	
Pat Usher	Basketball - Full Court (60 mins)	Member- Adult	£33.60	34.45	2.53%	£33.60	28.00	0.0%	
Pat Usher	Basketball - Full Court (60 mins)	Member- Junior	£22.65	23.20	2.42%	£22.65	18.88	0.0%	
Pat Usher	Basketball - Full Court (60 mins)	Concession- Adult	£21.50	22.05	2.56%	£21.50	17.92	0.0%	
Pat Usher	Basketball - Full Court (60 mins)	Concession- Junior	£14.90	15.25	2.35%	£14.90	12.42	0.0%	
Pat Usher	Basketball - Practice Court (60 mins)	Casual- Adult	£7.90	8.10	2.50%	£7.90	6.58	0.0%	
Pat Usher	Basketball - Practice Court (60 mins)	Casual- Junior	£5.85	6.00	2.50%	£5.85	4.88	0.0%	

Budget Holder / Officer submitting info	ITEM	Charge to customer 2013/2014 £ @ 20% vat - ROUNDED AND	charge 2014-15 after applying 2.5% increase and rounded to	actual % increase after rounding	2014/15 charge net of VAT	Charge to customer 2014/2015 £ @ 20% vat - ROUNDED AND DECIDED BY MANAGER	2014/15 charge net of VAT	% change to customer from April 2013	COMMENTS 2014/15
Pat Usher	Basketball - Practice Court (60 mins)	Member- Adult	£6.85	7.00	2.19%	5.83	£6.85	5.71	0.0%
Pat Usher	Basketball - Practice Court (60 mins)	Member- Junior	£5.00	5.15	3.00%	4.29	£5.00	4.17	0.0%
Pat Usher	Basketball - Practice Court (60 mins)	Concession- Adult	£3.60	3.70	2.78%	3.08	£3.60	3.00	0.0%
Pat Usher	Basketball - Practice Court (60 mins)	Concession- Junior	£3.00	3.10	3.33%	2.58	£3.00	2.50	0.0%
Pat Usher	Table Tennis (60 mins)	Casual- Adult	£5.15	5.30	2.91%	4.42	£5.15	4.29	0.0%
Pat Usher	Table Tennis (60 mins)	Casual- Junior	£3.70	3.80	2.70%	3.17	£3.70	3.08	0.0%
Pat Usher	Table Tennis (60 mins)	Member- Adult	£4.70	4.80	2.13%	4.00	£4.70	3.92	0.0%
Pat Usher	Table Tennis (60 mins)	Member- Junior	£3.40	3.50	2.94%	2.92	£3.40	2.83	0.0%
Pat Usher	Table Tennis (60 mins)	Concession- Adult	£2.80	2.85	1.79%	2.38	£2.80	2.33	0.0%
Pat Usher	Table Tennis (60 mins)	Concession- Junior	£1.80	1.85	2.50%	1.54	£1.80	1.50	0.0%
Pat Usher	Volleyball (60 mins)	Casual- Adult	£24.90	25.50	2.41%	21.25	£24.90	20.75	0.0%
Pat Usher	Volleyball (60 mins)	Casual- Junior	£17.20	14.65	-14.83%	12.21	£17.20	14.33	0.0%
Pat Usher	Volleyball (60 mins)	Member- Adult	£20.80	21.30	2.40%	17.75	£20.80	17.33	0.0%
Pat Usher	Volleyball (60 mins)	Member- Junior	£15.50	15.90	2.58%	13.25	£15.50	12.92	0.0%
Pat Usher	Volleyball (60 mins)	Concession- Adult	£12.70	13.00	2.36%	10.83	£12.70	10.58	0.0%
Pat Usher	Volleyball (60 mins)	Concession- Junior	£10.20	10.45	2.45%	8.71	£10.20	8.50	0.0%
Pat Usher	Cricket Nets (120 mins)	Casual- Adult	£56.80	58.20	2.46%	48.50	£56.80	47.33	0.0%
Pat Usher	Cricket Nets (120 mins)	Casual- Junior	£42.80	43.85	2.45%	36.54	£42.80	35.67	0.0%
Pat Usher	Cricket Nets (120 mins)	Member- Adult	£44.80	45.90	2.46%	38.25	£44.80	37.33	0.0%
Pat Usher	Cricket Nets (120 mins)	Member- Junior	£32.80	33.60	2.44%	28.00	£32.80	27.33	0.0%
Pat Usher	Cricket Nets (120 mins)	Concession- Adult	£28.40	29.10	2.46%	24.25	£28.40	23.67	0.0%
Pat Usher	Cricket Nets (120 mins)	Concession- Junior	£20.40	20.90	2.45%	17.42	£20.40	17.00	0.0%
Pat Usher	Fitness Room Use (60 mins)	Member- Adult	£3.60	3.70	2.78%	3.08	£3.60	3.00	0.0%
Pat Usher	Fitness Room Use (60 mins)	Concession- Adult	£1.80	1.85	2.50%	1.54	£1.80	1.50	0.0%
Pat Usher	Locker Tokens		£0.20	0.20	0.00%	0.20	£0.20	0.20	0.0%
Pat Usher	Leisure Card Membership	Adult	£11.30	11.60	2.65%	9.67	£11.30	9.42	0.0%
Pat Usher	Leisure Card Membership	Junior	£4.50	4.60	2.22%	3.83	£4.50	3.75	0.0%
Pat Usher	Leisure Card Membership	Family	£28.90	29.60	2.42%	24.67	£28.90	24.08	0.0%
Pat Usher	Leisure Card Membership	Concessionary	£2.30	2.35	2.17%	1.96	£2.30	1.92	0.0%
Pat Usher	SECTION: BRIERTON SPORTS CENTRE								
Pat Usher	Badminton (60 mins)	Casual- Adult	£7.90	8.10	2.50%	6.75	£7.90	6.58	0.0%
Pat Usher	Badminton (60 mins)	Casual- Junior	£5.85	6.00	2.50%	5.00	£5.85	4.88	0.0%
Pat Usher	Badminton (60 mins)	Member- Adult	£6.85	7.00	2.19%	5.83	£6.85	5.71	0.0%
Pat Usher	Badminton (60 mins)	Member- Junior	£5.00	5.15	3.00%	4.29	£5.00	4.17	0.0%
Pat Usher	Badminton (60 mins)	Concession- Adult	£3.60	3.70	2.78%	3.08	£3.60	3.00	0.0%
Pat Usher	Badminton (60 mins)	Concession- Junior	£3.00	3.10	3.33%	2.58	£3.00	2.50	0.0%
Pat Usher	5-A-Side (60 mins)	Casual- Adult	£40.00	41.00	2.50%	34.17	£40.00	33.33	0.0%
Pat Usher	5-A-Side (60 mins)	Casual- Junior	£26.85	27.50	2.42%	22.92	£26.85	22.38	0.0%
Pat Usher	5-A-Side (60 mins)	Member- Adult	£33.60	34.45	2.53%	28.71	£33.60	28.00	0.0%
Pat Usher	5-A-Side (60 mins)	Member- Junior	£22.65	23.20	2.42%	19.33	£22.65	18.88	0.0%
Pat Usher	5-A-Side (60 mins)	Concession- Adult	£21.50	22.05	2.56%	18.38	£21.50	17.92	0.0%
Pat Usher	5-A-Side (60 mins)	Concession- Junior	£14.90	15.25	2.35%	12.71	£14.90	12.42	0.0%
Pat Usher	Netball (60 mins)	Casual- Adult	£40.00	41.00	2.50%	34.17	£40.00	33.33	0.0%
Pat Usher	Netball (60 mins)	Casual- Junior	£26.85	27.50	2.42%	22.92	£26.85	22.38	0.0%
Pat Usher	Netball (60 mins)	Member- Adult	£33.60	34.45	2.53%	28.71	£33.60	28.00	0.0%
Pat Usher	Netball (60 mins)	Member- Junior	£22.65	23.20	2.42%	19.33	£22.65	18.88	0.0%
Pat Usher	Netball (60 mins)	Concession- Adult	£21.50	22.05	2.56%	18.38	£21.50	17.92	0.0%
Pat Usher	Netball (60 mins)	Concession- Junior	£14.90	15.25	2.35%	12.71	£14.90	12.42	0.0%
Pat Usher	Hockey (60 mins)	Casual- Adult	£40.00	41.00	2.50%	34.17	£40.00	33.33	0.0%
Pat Usher	Hockey (60 mins)	Casual- Junior	£26.85	27.50	2.42%	22.92	£26.85	22.38	0.0%
Pat Usher	Hockey (60 mins)	Member- Adult	£33.60	34.45	2.53%	28.71	£33.60	28.00	0.0%
Pat Usher	Hockey (60 mins)	Member- Junior	£22.65	23.20	2.42%	19.33	£22.65	18.88	0.0%
Pat Usher	Hockey (60 mins)	Concession- Adult	£21.50	22.05	2.56%	18.38	£21.50	17.92	0.0%
Pat Usher	Hockey (60 mins)	Concession- Junior	£14.90	15.25	2.35%	12.71	£14.90	12.42	0.0%
Pat Usher	Basketball - Full Court (60 mins)	Casual- Adult	£40.00	41.00	2.50%	34.17	£40.00	33.33	0.0%
Pat Usher	Basketball - Full Court (60 mins)	Casual- Junior	£26.85	27.50	2.42%	22.92	£26.85	22.38	0.0%
Pat Usher	Basketball - Full Court (60 mins)	Member- Adult	£33.60	34.45	2.53%	28.71	£33.60	28.00	0.0%
Pat Usher	Basketball - Full Court (60 mins)	Member- Junior	£22.65	23.20	2.42%	19.33	£22.65	18.88	0.0%
Pat Usher	Basketball - Full Court (60 mins)	Concession- Adult	£21.50	22.05	2.56%	18.38	£21.50	17.92	0.0%
Pat Usher	Basketball - Full Court (60 mins)	Concession- Junior	£14.90	15.25	2.35%	12.71	£14.90	12.42	0.0%
Pat Usher	Basketball - Practice Court (60 mins)	Casual- Adult	£7.90	8.10	2.50%	6.75	£7.90	6.58	0.0%
Pat Usher	Basketball - Practice Court (60 mins)	Casual- Junior	£5.85	6.00	2.50%	5.00	£5.85	4.88	0.0%
Pat Usher	Basketball - Practice Court (60 mins)	Member- Adult	£6.85	7.00	2.19%	5.83	£6.85	5.71	0.0%
Pat Usher	Basketball - Practice Court (60 mins)	Member- Junior	£5.00	5.15	3.00%	4.29	£5.00	4.17	0.0%

Budget Holder / Officer submitting info		ITEM	Charge to customer 2013/2014 £ @ 20% vat - ROUNDED AND	charge 2014-15 after applying 2.5% increase and rounded to	actual % increase after rounding	2014/15 charge net of VAT	Charge to customer 2014/2015 £ @ 20% vat - ROUNDED AND DECIDED BY MANAGER	2014/15 charge net of VAT	% change to customer from April 2013	COMMENTS 2014/15			
Pat Usher	Basketball - Practice Court (60 mins)	Concession- Adult	£3.60	3.70	2.78%	3.08	£3.60	3.00	0.0%				
Pat Usher	Basketball - Practice Court (60 mins)	Concession- Junior	£3.00	3.10	3.33%	2.58	£3.00	2.50	0.0%				
Pat Usher	Table Tennis (60 mins)	Casual- Adult	£5.15	5.30	2.91%	4.42	£5.15	4.29	0.0%				
Pat Usher	Table Tennis (60 mins)	Casual- Junior	£3.70	3.80	2.70%	3.17	£3.70	3.08	0.0%				
Pat Usher	Table Tennis (60 mins)	Member- Adult	£4.70	4.80	2.13%	4.00	£4.70	3.92	0.0%				
Pat Usher	Table Tennis (60 mins)	Member- Junior	£3.40	3.50	2.94%	2.92	£3.40	2.83	0.0%				
Pat Usher	Table Tennis (60 mins)	Concession- Adult	£2.80	2.90	3.57%	2.42	£2.80	2.33	0.0%				
Pat Usher	Table Tennis (60 mins)	Concession- Junior	£1.80	1.85	2.50%	1.54	£1.80	1.50	0.0%				
Pat Usher	Volleyball (60 mins)	Casual- Adult	£24.90	25.50	2.41%	21.25	£24.90	20.75	0.0%				
Pat Usher	Volleyball (60 mins)	Casual- Junior	£17.20	17.65	2.62%	14.71	£17.20	14.33	0.0%				
Pat Usher	Volleyball (60 mins)	Member- Adult	£20.80	21.30	2.40%	17.75	£20.80	17.33	0.0%				
Pat Usher	Volleyball (60 mins)	Member- Junior	£15.50	15.90	2.58%	13.25	£15.50	12.92	0.0%				
Pat Usher	Volleyball (60 mins)	Concession- Adult	£12.70	13.00	2.36%	10.83	£12.70	10.58	0.0%				
Pat Usher	Volleyball (60 mins)	Concession- Junior	£10.20	10.45	2.45%	8.71	£10.20	8.50	0.0%				
Pat Usher	Cricket Nets (120 mins)	Casual- Adult	£56.80	58.20	2.46%	48.50	£56.80	47.33	0.0%				
Pat Usher	Cricket Nets (120 mins)	Casual- Junior	£42.80	43.90	2.57%	36.58	£42.80	35.67	0.0%				
Pat Usher	Cricket Nets (120 mins)	Member- Adult	£44.80	45.90	2.46%	38.25	£44.80	37.33	0.0%				
Pat Usher	Cricket Nets (120 mins)	Member- Junior	£32.80	33.60	2.44%	28.00	£32.80	27.33	0.0%				
Pat Usher	Cricket Nets (120 mins)	Concession- Adult	£28.40	29.10	2.46%	24.25	£28.40	23.67	0.0%				
Pat Usher	Cricket Nets (120 mins)	Concession- Junior	£20.40	20.90	2.45%	17.42	£20.40	17.00	0.0%				
Pat Usher	AWP Hire (60 mins)	Casual- Adult	£8.40	8.60	2.38%	7.17	£8.40	7.00	0.0%				
Pat Usher	AWP Hire (60 mins)	Casual- Junior	£4.70	4.80	2.13%	4.00	£4.70	3.92	0.0%				
Pat Usher	AWP Hire (60 mins)	Member- Adult	£7.40	7.60	2.70%	6.33	£7.40	6.17	0.0%				
Pat Usher	AWP Hire (60 mins)	Member- Junior	£4.20	4.30	2.32%	3.58	£4.20	3.50	0.0%				
Pat Usher	AWP Hire (60 mins)	Concession- Adult	£3.40	3.50	2.94%	2.92	£3.40	2.83	0.0%				
Pat Usher	AWP Hire (60 mins)	Concession- Junior	£2.30	2.35	2.17%	1.96	£2.30	1.92	0.0%				
Pat Usher	AWP and Floods Hire (60 mins)	Casual- Adult	£9.45	9.70	2.65%	8.08	£9.45	7.88	0.0%				
Pat Usher	AWP and Floods Hire (60 mins)	Casual- Junior	£5.85	6.00	2.50%	5.00	£5.85	4.88	0.0%				
Pat Usher	AWP and Floods Hire (60 mins)	Member- Adult	£8.40	8.60	2.38%	7.17	£8.40	7.00	0.0%				
Pat Usher	AWP and Floods Hire (60 mins)	Member- Junior	£5.35	5.50	2.80%	4.58	£5.35	4.46	0.0%				
Pat Usher	AWP and Floods Hire (60 mins)	Concession- Adult	£3.90	4.00	2.50%	3.33	£3.90	3.25	0.0%				
Pat Usher	AWP and Floods Hire (60 mins)	Concession- Junior	£2.80	2.85	1.79%	2.38	£2.80	2.33	0.0%				
Pat Usher	Outdoor Basketball Court Hire (60 mins)	Casual- Adult	£8.40	8.60	2.38%	7.17	£8.40	7.00	0.0%				
Pat Usher	Outdoor Basketball Court Hire (60 mins)	Casual- Junior	£4.70	4.80	2.13%	4.00	£4.70	3.92	0.0%				
Pat Usher	Outdoor Basketball Court Hire (60 mins)	Member- Adult	£7.40	7.60	2.70%	6.33	£7.40	6.17	0.0%				
Pat Usher	Outdoor Basketball Court Hire (60 mins)	Member- Junior	£4.20	4.30	2.32%	3.58	£4.20	3.50	0.0%				
Pat Usher	Outdoor Basketball Court Hire (60 mins)	Concession- Adult	£3.40	3.50	2.94%	2.92	£3.40	2.83	0.0%				
Pat Usher	Outdoor Basketball Court Hire (60 mins)	Concession- Junior	£2.30	2.35	2.17%	1.96	£2.30	1.92	0.0%				
Pat Usher	Outdoor Tennis Court (60 mins)	Casual- Adult	£7.90	8.10	2.50%	6.75	£7.90	6.58	0.0%				
Pat Usher	Outdoor Tennis Court (60 mins)	Casual- Junior	£5.85	6.00	2.50%	5.00	£5.85	4.88	0.0%				
Pat Usher	Outdoor Tennis Court (60 mins)	Member- Adult	£6.85	7.00	2.19%	5.83	£6.85	5.71	0.0%				
Pat Usher	Outdoor Tennis Court (60 mins)	Member- Junior	£5.00	5.15	3.00%	4.29	£5.00	4.17	0.0%				
Pat Usher	Outdoor Tennis Court (60 mins)	Concession- Adult	£3.60	3.70	2.78%	3.08	£3.60	3.00	0.0%				
Pat Usher	Outdoor Tennis Court (60 mins)	Concession- Junior	£3.00	3.10	3.33%	2.58	£3.00	2.50	0.0%				
Pat Usher	Fitness Room Use (60 mins)	Member- Adult	£3.60	3.70	2.78%	3.08	£3.60	3.00	0.0%				
Pat Usher	Fitness Room Use (60 mins)	Concession- Adult	£1.80	1.85	2.50%	1.54	£1.80	1.50	0.0%				
Pat Usher	Locker Tokens		£0.20	0.20	0.00%	0.20	£0.20	0.20	0.0%				
Pat Usher	Fitness Room Hire (60 mins)	Club	£36.00	36.90	2.50%	30.75	£36.00	30.00	0.0%				
Pat Usher	Fitness Room Hire (60 mins)	Private	£52.80	54.10	2.46%	45.08	£52.80	44.00	0.0%				
Pat Usher	Whole Hall Hire (60 mins)	Club	£49.20	50.45	2.54%	42.04	£49.20	41.00	0.0%				
Pat Usher	Whole Hall Hire (60 mins)	Private	£63.05	64.65	2.54%	53.88	£63.05	52.54	0.0%				
Pat Usher	Half Hall Hire (60 mins)	Club	£26.70	27.35	2.43%	22.79	£26.70	22.25	0.0%				
Pat Usher	Half Hall Hire (60 mins)	Private	£33.60	34.45	2.53%	28.71	£33.60	28.00	0.0%				
Pat Usher	North Gym Hire (60 mins)	All users	£10.25	10.50	2.44%	8.75	£10.25	8.54	0.0%				
Pat Usher	Dance Studio Hire (60 mins)	All Users	£9.25	9.50	2.70%	7.92	£9.25	7.71	0.0%				
Pat Usher	Olympus Suite (60mins)	All users	£13.80	14.15	2.50%	14.15	£13.80	13.80	0.0%				
Pat Usher	Superpasses	Bronze	£30.00	30.75	2.50%	30.75	£30.00	30.00	0.0%				
Pat Usher	Superpasses	Silver	£35.00	35.90	2.57%	35.90	£35.00	35.00	0.0%				
Pat Usher	Superpasses	Gold	£40.00	41.00	2.50%	41.00	£40.00	40.00	0.0%				
Pat Usher	Equipment Hire	Casual- Adult	£1.75	1.80	2.86%	1.50	£1.75	1.46	0.0%				
Pat Usher	Equipment Hire	Casual- Junior	£1.75	1.80	2.86%	1.50	£1.75	1.46	0.0%				
Pat Usher	Equipment Hire	Member- Adult	£1.45	1.50	3.45%	1.25	£1.45	1.21	0.0%				
Pat Usher	Equipment Hire	Member- Junior	£1.45	1.50	3.45%	1.25	£1.45	1.21	0.0%				
Pat Usher	Equipment Hire	Concession- Adult	£1.00	1.05	5.00%	1.05	£1.00	1.00	0.0%				
Pat Usher	Equipment Hire	Concession- Junior	£1.00	1.05	5.00%	1.05	£1.00	1.00	0.0%				
Pat Usher	Leisure Card Membership	Adult	£11.30	11.60	2.65%	9.67	£11.30	9.42	0.0%				
Pat Usher	Leisure Card Membership	Junior	£4.50	4.60	2.22%	3.83	£4.50	3.75	0.0%				
Pat Usher	Leisure Card Membership	Family	£28.90	29.60	2.42%	24.67	£28.90	24.08	0.0%				
Pat Usher	Leisure Card Membership	Concessionary	£2.30	2.35	2.17%	1.96	£2.30	1.92	0.0%				
Pat Usher	SECTION: SPORT & PHYSICAL ACTIVITY												

Budget Holder / Officer submitting info	ITEM	Charge to customer 2013/2014 £ @ 20% vat - ROUNDED AND	charge 2014-15 after applying 2.5% increase and rounded to	actual % increase after rounding	2014/15 charge net of VAT	Charge to customer 2014/2015 £ @ 20% vat - ROUNDED AND DECIDED BY MANAGER	2014/15 charge net of VAT	% change to customer from April 2013	COMMENTS 2014/15
Pat Usher	Sport & Physical Activity Weekly Sessions (60 mins)	Casual- Adult	£3.25	3.35	3.08%	£3.25	3.25	0.0%	
Pat Usher	Sport & Physical Activity Weekly Sessions (60 mins)	Casual- Junior	£2.50	2.55	2.00%	£2.50	2.50	0.0%	
Pat Usher	Sport & Physical Activity Weekly Sessions (60 mins)	Member- Adult	£2.70	2.75	1.85%	£2.70	2.70	0.0%	
Pat Usher	Sport & Physical Activity Weekly Sessions (60 mins)	Member- Junior	£2.00	2.05	2.50%	£2.00	2.00	0.0%	
Pat Usher	Sport & Physical Activity Weekly Sessions (60 mins)	Concession- Adult	£1.80	1.85	2.50%	£1.80	1.80	0.0%	
Pat Usher	Sport & Physical Activity Weekly Sessions (60 mins)	Concession- Junior	£1.65	1.70	3.03%	£1.65	1.65	0.0%	
Pat Usher	Leisure Card Membership	Adult	£11.60	11.90	2.59%	£11.60	9.67	0.0%	
Pat Usher	Leisure Card Membership	Junior	£4.50	4.60	2.22%	£4.50	3.75	0.0%	
Pat Usher	Leisure Card Membership	Family	£28.90	29.60	2.42%	£28.90	24.08	0.0%	
Pat Usher	Leisure Card Membership	Concessionary	£2.30	2.35	2.17%	£2.30	1.92	0.0%	
Pat Usher	Full Day (6 hours)	All Educational Establishments within Hartlepool (Ex VAT)	£105.60	108.25	2.51%	£108.25	108.25	2.5%	
Pat Usher	Full Day (6 hours)	All Educational Establishments outside of Hartlepool	£115.85	118.75	2.50%	£118.75	118.75	2.5%	
Pat Usher	Full Day (6 hours)	Youth Groups across the Tees Valley	£115.85	118.75	2.50%	£118.75	118.75	2.5%	
Pat Usher	Full Day (6 hours)	Youth Intervention Groups across the Tees Valley	£169.15	173.40	2.51%	£173.40	173.40	2.5%	
Pat Usher	Full Day (6 hours)	Private/Commercial per person	£44.90	46.00	2.45%	£46.00	46.00	2.4%	
Pat Usher	Team Trailer Hire	Hartlepool Schools and organisations	£55.35	56.75	2.53%	£56.75	47.29	2.5%	
Pat Usher	Team Trailer Hire	Non-Hartlepool Schools and Organisations	£55.35	56.75	2.53%	£56.75	47.29	2.5%	
Pat Usher	Equipment Hire per item per day	Mountain Bike inc. helmet & repair kit	£20.00	20.50	2.50%	£20.50	17.08	2.5%	
Pat Usher	Equipment Hire per item per day	Open Canoe inc. helmet, buoyancy	£20.00	20.50	2.50%	£20.50	17.08	2.5%	
Pat Usher	Equipment Hire per item per day	Kayak inc. helmet, buoyancy aid & paddles	£20.00	20.50	2.50%	£20.50	17.08	2.5%	
Pat Usher	Equipment Hire per item per day	Sleeping Bag inc. camping mat	£7.90	8.10	2.50%	£8.10	6.75	2.5%	
Pat Usher	Equipment Hire per item per day	Tent	£8.45	8.65	2.37%	£8.65	7.21	2.4%	
Pat Usher	Equipment Hire per item per day	Trailer (without bikes)	£34.30	35.15	2.48%	£35.15	29.29	2.5%	
Pat Usher	Equipment Hire per item per day	Waterproof Jacket & Trousers per set	£2.35	2.40	2.13%	£2.40	2.00	2.1%	
Pat Usher	Equipment Hire per item per day	Boots per pair	£2.35	2.40	2.13%	£2.40	2.00	2.1%	
Pat Usher	Equipment Hire per item per day	Rucksack	£2.35	2.40	2.13%	£2.40	2.00	2.1%	
Pat Usher	SECTION: GRAYFIELDS								
Pat Usher	Full size 3rd Generation Pitch with or without Floodlighting	Adult Casual	£55.40	56.80	2.53%	£55.20		-0.4%	Prices realigned to match Brierton model
Pat Usher	Full size 3rd Generation Pitch with or without Floodlighting	Junior Casual	£41.00	42.05	2.56%	£42.00		2.4%	Prices realigned to match Brierton model
Pat Usher	Full size 3rd Generation Pitch with or without Floodlighting	Adult Member	£46.10	47.25	2.50%	£45.60		-1.1%	Prices realigned to match Brierton model
Pat Usher	Full size 3rd Generation Pitch with or without Floodlighting	Junior Member	£33.80	34.65	2.50%	£33.60		-0.6%	Prices realigned to match Brierton model
Pat Usher	Full size 3rd Generation Pitch with or without Floodlighting	Adult concession	£34.40	35.25	2.47%	£33.60		-2.3%	Prices realigned to match Brierton model
Pat Usher	Full size 3rd Generation Pitch with or without Floodlighting	Junior concession	£19.30	19.80	2.59%	£19.20		-0.5%	Prices realigned to match Brierton model
Pat Usher	Full size 3rd Generation Pitch with or without Floodlighting	Adult Club	£46.10	47.25	2.50%	£45.60		-1.1%	Prices realigned to match Brierton model
Pat Usher	Full size 3rd Generation Pitch with or without Floodlighting	Junior Club	£33.80	34.65	2.50%	£33.60		-0.6%	Prices realigned to match Brierton model
Pat Usher	Full size 3rd Generation Pitch with or without Floodlighting	Private Block Booking	£55.40	56.80	2.53%	£55.20		-0.4%	Prices realigned to match Brierton model

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Pat Usher	Full size 3rd Generation Pitch with or without Floodlighting	School Use	£19.30	19.80	2.59%	£19.20		-0.5%	Prices realigned to match Brierton model
Pat Usher	Half Size 3rd Generation Pitch with or without Floodlighting	Adult Casual	£33.30	34.13	2.50%	£33.60		0.9%	Prices realigned to match Brierton model
Pat Usher	Half Size 3rd Generation Pitch with or without Floodlighting	Junior Casual	£24.60	25.20	2.44%	£24.00		-2.4%	Prices realigned to match Brierton model
Pat Usher	Half Size 3rd Generation Pitch with or without Floodlighting	Adult Member	£27.75	28.45	2.52%	£27.60		-0.5%	Prices realigned to match Brierton model
Pat Usher	Half Size 3rd Generation Pitch with or without Floodlighting	Junior Member	£20.30	20.80	2.46%	£20.40		0.5%	Prices realigned to match Brierton model
Pat Usher	Half Size 3rd Generation Pitch with or without Floodlighting	Adult concession	£20.65	21.15	2.42%	£20.40		-1.2%	Prices realigned to match Brierton model
Pat Usher	Half Size 3rd Generation Pitch with or without Floodlighting	Junior concession	£11.60	11.90	2.59%	£12.00		3.4%	Prices realigned to match Brierton model
Pat Usher	Half Size 3rd Generation Pitch with or without Floodlighting	Adult Club	£27.75	28.45	2.52%	£27.60		-0.5%	Prices realigned to match Brierton model
Pat Usher	Half Size 3rd Generation Pitch with or without Floodlighting	Junior Club	£20.30	20.80	2.46%	£20.40		0.5%	Prices realigned to match Brierton model
Pat Usher	Half Size 3rd Generation Pitch with or without Floodlighting	Private Block Booking	£33.30	34.15	2.55%	£33.60		0.9%	Prices realigned to match Brierton model
Pat Usher	Half Size 3rd Generation Pitch with or without Floodlighting	School Use	£11.60	11.90	2.59%	£12.00		3.4%	Prices realigned to match Brierton model
Pat Usher	SECTION: SUMMERHILL								
Pat Usher	Activities (weekday) Instructor lead (x 2 instructors) Boulder Park (8 people), Archery (16 people) Orienteering (15 people) any other physical /craft/environmental activity per 2 hour charge.	Group: Casual	£102.50	105.05	2.49%	£105.00	105.00	2.4%	
Pat Usher	Activities (weekday) Instructor lead (x 2 instructors) Boulder Park (8 people), Archery (16 people) Orienteering (15 people) any other physical / craft/ environmental activity per 2 hour charge.	Group: Member	£82.00	84.05	2.50%	£84.00	84.00	2.4%	
Pat Usher	Instructor lead (x 2 instructors) Boulder Park (8 people), Archery (16 people) Orienteering (15 people) any other physical /craft/ environmental activity per 2 hour charge.	Group: Concessionary	£61.50	63.05	2.52%	£63.00	63.00	2.4%	
Pat Usher	No Instruction, facility only - Archery/boulders, per hour charge yet suggested time is 2hrs	Group:All Categories	£30.75	31.50	2.44%	£31.50	31.50	2.4%	
Pat Usher	No Instruction, facility only -Archery, per hour charge yet suggested time is 2hrs	Group: Member	£23.05	23.65	2.60%		-	-100.0%	To delete no longer applicable
Pat Usher	No Instruction, facility only - Archery, per hour charge yet suggested time is 2hrs	Group: Concessionary	£15.35	15.75	2.61%		-	-100.0%	To delete no longer applicable
Pat Usher	High Ropes instructed 2 hours session , max numbers 8	Group: Casual	£102.50	105.05	2.49%	£105.00	105.00	2.4%	
Pat Usher	High Ropes instructed 2 hours session , max numbers 8	Group: Member	£97.40	99.85	2.52%	£100.00	100.00	2.7%	Rounding issue
Pat Usher	High Ropes instructed 2 hours session , max numbers 8	Group: Concessionary	£92.25	94.55	2.49%	£94.50	94.50	2.4%	
Pat Usher	Other group sessions:								
Pat Usher	Group Craft Activities / Environmental	0 to 15 participants: Casual	£56.90	58.30	2.46%		-	-100.0%	To delete no longer applicable
Pat Usher	Group Craft Activities / Environmental	For each additional participants	£3.70	3.80	2.70%		-	-100.0%	To delete no longer applicable
Pat Usher	Group Craft Activities / Environmental Activities (2 hrs)	0 to 15 participants: Member	£44.85	45.95	2.45%		-	-100.0%	To delete no longer applicable
Pat Usher	Group Craft Activities / Environmental Activities (2 hrs)	For each additional participants after first 15: Member	£2.85	2.90	1.75%		-	-100.0%	To delete no longer applicable
Pat Usher	Group Craft Activities / Environmental Activities (2 hrs)	0 to 15 participants: Concessionary	£32.80	33.60	2.44%		-	-100.0%	To delete no longer applicable

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Pat Usher	Group Craft Activities / Environmental Activities (2 hrs)	For each additional participant after first 15: Concessionary	£2.05	2.10	2.50%	2.10		-	-100.0%	To delete no longer applicable			
Pat Usher	Events:												
Pat Usher	Site Use for Events	Competitors (Casual): 0-19	£71.75	73.55	2.51%	61.29	£70.00	58.33	-2.4%	Prices realigned			
Pat Usher	Site Use for Events	20 - 99	£72.75	74.55	2.47%	62.13	£85.00	70.83	16.8%	Prices realigned			
Pat Usher	Site Use for Events	100 - 249	£73.80	75.65	2.50%	63.04	£100.00	83.33	35.5%	Prices realigned			
Pat Usher	Site Use for Events	250 - 499+	£119.95	122.95	2.50%	102.46	£150.00	125.00	25.1%	Prices realigned			
Pat Usher	Site Use for Events	Competitors (Member): 0-19	£35.85	36.75	2.50%	36.75	£52.50	52.50	46.4%	Prices realigned			
Pat Usher	Site Use for Events	20 - 99	£47.85	49.05	2.50%	49.05	£63.75	63.75	33.2%	Prices realigned			
Pat Usher	Site Use for Events	100 - 249	£57.10	58.55	2.54%	58.55	£75.00	75.00	31.3%	Prices realigned			
Pat Usher	Site Use for Events	250 - 499+	£107.90	110.60	2.50%	110.60	£112.50	112.50	4.3%	Prices realigned			
Pat Usher	Site Use for Events	Competitors (Concessionary):0-19					£0.00	-		Prices realigned (Free of Charge)			
Pat Usher	Site Use for Events	20 - 99	£23.95	24.55	2.50%	20.46	£30.00	25.00	25.3%	Prices realigned			
Pat Usher	Site Use for Events	100 - 249	£40.40	41.40	2.48%	34.50	£45.00	37.50	11.4%	Prices realigned			
Pat Usher	Site Use for Events	250 - 499+	£95.85	98.25	2.50%	81.87	£95.00	79.17	-0.9%	Prices realigned			
Pat Usher	Site use for training (participant numbers)	Competitors: 0-19					£0.00			Prices realigned (Free of Charge)			
Pat Usher	Site use for training (participant numbers)	20-99	£24.00	24.60	2.50%	20.50	£30.00	25.00	25.0%	Prices realigned			
Pat Usher	Site use for training (participant numbers)	100-249	£40.40	41.40	2.48%	34.50	£45.00	37.50	11.4%	Prices realigned			
Pat Usher	Site use for training (participant numbers)	250-499+	£95.85	98.25	2.50%	81.87	£95.00	79.17	-0.9%	Prices realigned			
Pat Usher	Room hire: (weekdays)												
Pat Usher	Visitor Centre One Room - includes Activity room, Concourse, paddock, event area, exhibition etc)	Casual	£8.95	9.15	2.23%	7.63	£9.00	7.50	0.6%				
Pat Usher	Visitor Centre One Room - includes Activity room, Concourse, paddock, event area, exhibition etc)	member	£7.65	7.85	2.61%	7.85	£7.85	7.85	2.6%				
Pat Usher	Visitor Centre One Room - includes Activity room, Concourse, paddock, event area, exhibition etc)	concession	£6.35	6.50	2.36%	5.42	£6.50	5.42	2.4%				
Pat Usher	Two rooms together	Casual rate per hour	£17.90	18.35	2.50%	15.29	£18.35	15.29	2.5%				
Pat Usher	Two rooms together	Member rate per hour	£15.35	15.75	2.61%	15.75	£15.75	15.75	2.6%				
Pat Usher	Two rooms together	Concessionary rate per hour	£12.70	13.05	2.76%	10.88	£13.00	10.83	2.4%				
Pat Usher	Visitor Centre other rooms	Opening and closing of Visitor Centre out of hours	£21.10	21.65	2.61%	18.04	£21.65	18.04	2.6%				
Pat Usher	Out of hours opening	Opening or closing of Visitor Centre out of hours	£15.85	16.25	2.50%	13.54	£16.25	13.54	2.5%				
Pat Usher	Groups using Changing Rooms	Use of single changing room (male or female) per half day - Casual	£19.75	20.25	2.53%	16.88		-	-100.0%	To delete no longer applicable			
Pat Usher	Groups using Changing Rooms	Use of single changing room (male or female) per half day - Member	£15.25	15.65	2.62%	15.65		-	-100.0%	To delete no longer applicable			
Pat Usher	Groups using Changing Rooms	Use of single changing room (male or female) per half day - concessionary	£10.75	11.00	2.33%	9.17		-	-100.0%	To delete no longer applicable			
Pat Usher	Room hire: (weekends)												
Pat Usher	Visitor Centre One Room - includes Activity room, Concourse, paddock, event area, exhibition etc)	Use of Activity or Exhibition Room: Casual rate per hour	£22.60	23.15	2.43%	19.29	£23.15	19.29	2.4%				
Pat Usher	Visitor Centre One Room - includes Activity room, Concourse, paddock, event area, exhibition etc)	Use of Activity or Exhibition Room: Member rate per hour	£19.70	20.20	2.54%	20.20	£20.20	20.20	2.5%				
Pat Usher	Visitor Centre One Room - includes Activity room, Concourse, paddock, event area, exhibition etc)	Use of Activity or Exhibition Room: Concessionary rate per hour	£16.80	17.20	2.38%	14.33	£17.20	14.33	2.4%				
Pat Usher	Two rooms together	Casual rate per hour	£45.15	46.30	2.55%	38.58	£46.30	38.58	2.5%				
Pat Usher	Two rooms together	Member rate per hour	£39.35	40.35	2.54%	40.35	£40.35	40.35	2.5%				
Pat Usher	Two rooms together	Concessionary rate per hour	£33.60	34.45	2.53%	28.71	£34.45	28.71	2.5%				
Pat Usher	opening and closing visitor centre out of hours	Opening and closing of Visitor Centre out of hours	£21.10	21.65	2.61%	18.04	£21.65	18.04	2.6%				

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Pat Usher	Out of hours opening	Opening or closing of Visitor Centre out of hours	£15.85	16.25	2.50%	13.54	£16.25	13.54	2.5%	
Pat Usher	Groups using Changing Rooms (Summer Saturday only)	Use of single changing room (male or female) per half day - Casual	£19.75	20.25	2.53%	16.88	-	-100.0%	To delete no longer applicable	
Pat Usher	Groups using Changing Rooms (Summer Saturday only)	Use of single changing room (male or female) per half day - Member	£15.25	15.65	2.62%	15.65	-	-100.0%	To delete no longer applicable	
Pat Usher	Groups using Changing Rooms (Summer Saturday only)	Use of single changing room (male or female) per half day - concessionary	£10.75	11.00	2.33%	9.17	-	-100.0%	To delete no longer applicable	
Pat Usher	<u>Charges for individuals at HBC Events (weekday)</u> Boulder Park(12), High Ropes(8), Archery(16), Orienteering(15), any other physical activity (2hrs) minimum numbers apply	Casual	£5.60	5.75	2.68%	4.79	£5.75	4.79	2.7%	
Pat Usher	<u>Charges for individuals at HBC Events (weekday)</u> Boulder Park(12), High Ropes(8), Archery(16), Orienteering(15), any other physical activity (2hrs) minimum numbers apply	Member	£4.50	4.60	2.22%	4.60	£4.60	4.60	2.2%	
Pat Usher	Boulder Park(12), High Ropes(8), Archery(16), Orienteering(15), any other physical activity (2hrs) minimum numbers apply	Concessionary	£3.35	3.45	2.99%	2.88	£3.45	2.88	3.0%	
Pat Usher	Craft / Environmental Activities 2hrs	Casual	£4.80	4.90	2.08%	4.08	-	-100.0%	To delete no longer applicable	
	Craft / Environmental Activities 2hrs	Member	£3.70	3.80	2.70%	3.80	-	-100.0%	To delete no longer applicable	
Pat Usher	Craft / Environmental Activities 2hrs	Concessionary	£2.65	2.70	1.89%	2.25	-	-100.0%	To delete no longer applicable	
Pat Usher	<u>Charges for individuals at HBC Events (weekend)</u> Boulder Park(12), High Ropes(8), Archery(16), Orienteering(15), any other physical activity (2hrs) minimum numbers apply	Casual	£7.35	7.55	2.72%	6.29	£7.55	6.29	2.7%	
Pat Usher	Boulder Park(12), High Ropes(8), Archery(16), Orienteering(15), any other physical activity (2hrs) minimum numbers apply	Member	£6.35	6.50	2.36%	6.50	£6.50	6.50	2.4%	
Pat Usher	Boulder Park(12), High Ropes(8), Archery(16), Orienteering(15), any other physical activity (2hrs) minimum numbers apply	Concessionary	£5.25	5.40	2.86%	4.50	£5.40	4.50	2.9%	
Pat Usher	Craft / Environmental Activities 2hrs	Casual	£6.30	6.45	2.38%	5.38	-	-100.0%	To delete no longer applicable	
Pat Usher	Craft / Environmental Activities 2hrs	Member	£5.25	5.40	2.86%	5.40	-	-100.0%	To delete no longer applicable	
Pat Usher	Craft / Environmental Activities 2hrs	Concessionary	£4.20	4.30	2.38%	3.58	-	-100.0%	To delete no longer applicable	
Chris Wenlock	SECTION: RECREATION									
Chris Wenlock	Grayfields Enclosure: Casual adult Football/Rugby (inc. changing & showers)	Enclosure (per pitch only) Adult - Gray Fields class 1 (2011-12 season fee revised in line with average regional/ national fee position - CIPFA 2008-09 estimates)	£47.25	48.45	2.54%	40.38	£48.45	40.38	2.5%	
Chris Wenlock	Grayfields Enclosure: Seasonal adult Football/Rugby (inc. changing & showers)	Adult - Gray Fields class 1 approx 20 matches (2011-12 season fees revised in line with comparable regional service providers. Reference Sheffield City Council charge £460 class 1, M'bro charge £319 for 10 matches and Seaham charge £350 for 10 matches)	430.75	441.50	2.50%	367.92	441.50	367.92	2.5%	
Chris Wenlock	Grayfields Enclosure: Casual U16 (inc. changing & showers)	U16 - Gray Fields class 1 (2011-12 season fee revised in line with average regional/ national fee position - CIPFA 2008-09 estimates)	23.10	23.70	2.60%	19.75	23.70	19.75	2.6%	

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Chris Wenlock	Garyfields Enclosure: Seasonal U16 (inc. changing & showers)	U16 - Gray Fields class 1 approx 20 matches (2011-12 season fees revised in line with comparable regional service providers. Reference Sheffield City Council charge £225 class 1, M'bro charge £144 for 10 matches and seaham charge £250 for 10 matches)	210.15	215.40	2.50%	215.40	215.40	2.5%	
Chris Wenlock	Grayfields, King George and Brierton: Casual adult pitch inc. changing and dedicated showers	Adult - Grayfield and King George 5th (2011-12 season fees revised in line with comparable regional service provider - M'bro BC)	40.65	41.65	2.46%	34.71	41.65	2.5%	
Chris Wenlock	Grayfields, King George and Brierton: Seasonal adult pitch & changing & dedicated shower	Adult - Gray Fields & King George 5th approx 20 matches (2011-12 season fees revised in line with comparable regional service providers. Reference M'bro charge £319 for 10 matches and seaham charge £350 for 10 matches)	357.20	366.15	2.51%	366.15	366.15	2.5%	
Chris Wenlock	Grayfields, King George and Brierton: Casual U16 pitch & changing & dedicated shower	U16 (2011-12 season fees revised in line with comparable regional service provider - M'bro BC)	18.30	18.75	2.46%	15.63	18.75	2.5%	
Chris Wenlock	Grayfields, King George and Brierton: Seasonal U16 pitch &	U16 Gray Fields & King George 5th approx 20 matches (2011-12	178.60	183.10	2.52%	152.58	183.10	2.5%	
Chris Wenlock	Seaton: Casual adult pitch: inc. Dry changing or shared showers.	Seaton (Dodds Fields) - Adult - (Important note 2011 price differential applied to reflect differing charging facilities)	33.30	34.15	2.55%	34.15	33.30	0.0%	Poor changing Facilities
Chris Wenlock	Seaton: Seasonal adult pitch & dry changing or shared showers	Seaton (Dodds Field) pitch & dry changing or shared showers -	305.60	313.25	2.50%	313.25	305.60	0.0%	Poor changing Facilities
Chris Wenlock	Seaton: Casual U16 pitch inc. dry changing or shared showers.	Seaton (Dodds Fields) - U16 - (Important note 2011 price differential applied to reflect differing charging facilities)	15.00	15.40	2.67%	15.40	15.00	0.0%	Poor changing Facilities
Chris Wenlock	Seaton: Seasonal U16 pitch & dry changing or shared showers	Seaton (Dodds Field) pitch & dry changing or shared showers - U16 - approx 20 matches (Important note 2011 price differential applied to reflect different changing facilities)	151.70	155.50	2.50%	155.50	151.70	0.0%	Poor changing Facilities
Chris Wenlock	Rift House: Casual adult pitch inc. dry changing or shared showers.	Adult - Rift House (2011-12 season fees revised in line with comparable regional service provider - M'bro BC)	40.65	41.65	2.46%	41.65	41.65	2.5%	
Chris Wenlock	Rifthouse: Seasonal adult pitch & dry changing or shared showers	Adult Rift House approx 20 matches (2011-12 season fees revised in line with comparable regional service providers. Reference M'bro charge £319 for 10 matches and Seaham charge £350 for 10 matches)	357.20	366.15	2.51%	305.13	366.15	2.5%	
Chris Wenlock	Rift House: Casual U16 pitch & dry changing or shared showers	U16 (2011-12 season fees revised in line with comparable regional service provider - M'bro BC)	18.30	18.75	2.46%	15.63	18.75	2.5%	
Chris Wenlock	Rift House: Seasonal U16 pitch & dry changing or shared showers	U16 - Rift House approx 20 matches (2011-12 season fees revised in line with comparable regional service providers. Reference M'bro charge £144 for 10 matches and seaham charge £250 for 10 matches).	178.60	183.10	2.52%	152.58	183.10	2.5%	
Chris Wenlock	Grayfields: Cricket	Oval Adult Fees (2011-12 season fee revised slightly lower than average national fee position - CIPFA 2008-09 estimates)	58.90	60.35	2.46%	50.29	58.90	0.0%	
Chris Wenlock	Grayfields: Cricket	U16 (2011-12 season fee revised in line with average national fee position - CIPFA 2008-09 estimates)	26.25	26.90	2.48%	22.42	26.25	0.0%	

Budget Holder / Officer submitting info	ITEM	Charge to customer 2013/2014 £ @ 20% vat - ROUNDED AND	charge 2014-15 after applying 2.5% increase and rounded to	actual % increase after rounding	2014/15 charge net of VAT	Charge to customer 2014/2015 £ @ 20% vat - ROUNDED AND DECIDED BY MANAGER	2014/15 charge net of VAT	% change to customer from April 2013	COMMENTS 2014/15		
Chris Wenlock	Grayfields: Cricket	Artificial Day Adult (2011-12 season fee revised slightly lower than previous national fee revision)	58.85	60.30	2.46%		50.25	-	-100.0%	To delete no longer applicable	
Chris Wenlock	Grayfields: Cricket	U16 (2011-12 season fee revised in line with average national fee position - CIPFA 2008-09 estimates)	26.25	26.90	2.48%		22.42	26.25	21.88	0.0%	
Chris Wenlock	Bowls – (SET BY CONSORTIA)	Match Play Adult (2011-12 season fees revised in line with comparable regional service provider - M'bro BC)	2.15	2.20	2.50%		1.84	2.20	1.83	2.3%	
Chris Wenlock	Bowls – (SET BY CONSORTIA)	Season Tickets Adult (2011-12 season fees revised in line with comparable regional service provider - M'bro BC)	33.60	34.45	2.53%		28.71	34.45	28.71	2.5%	
Chris Wenlock	Bowls – (SET BY CONSORTIA)	U18 (2011-12 season fees revised in line with comparable regional service provider - M'bro BC)	23.10	23.70	2.60%		19.75	23.70	19.75	2.6%	
Chris Wenlock	Multi Use Games Area	Adult - no fees taken	9.90	10.15	2.50%		8.46	10.15	8.46	2.5%	
Chris Wenlock	Tarmac/Rubber Per Hour	U16 - no fees taken	5.50	5.65	2.73%		4.71	5.65	4.71	2.7%	
Chris Wenlock	Tarmac/Rubber Per Hour	With Floodlights - Adult - no fees taken	11.35	11.65	2.64%		9.71	11.65	9.71	2.6%	
Chris Wenlock	Tarmac/Rubber Per Hour	With Floodlights - U16 - no fees taken	6.70	6.90	2.99%		5.75	6.90	5.75	3.0%	
Chris Wenlock	Artificial Turf Pitch per hour	Adult (2011-12 fees revised in line with comparable regional service providers. Reference fees compared with Stockton, M'bro and Saltburn - cost of no flood lights deducted)	14.70	15.05	2.38%		12.54		-	-100.0%	To delete no longer applicable
Chris Wenlock	Artificial Turf Pitch per hour	U16 (2011-12 fees revised in line with comparable regional service providers. Reference fees compared with Stockton, M'bro and Saltburn - cost of no flood lights deducted)	10.50	10.75	2.38%		8.96		-	-100.0%	To delete no longer applicable
Chris Wenlock	Artificial Turf Pitch per hour	With Floodlights - Adult (2011-12 fees revised in line with comparable regional service providers. Reference fees set at slightly lower than M'bro)	23.10	23.70	2.60%		19.75		-	-100.0%	To delete no longer applicable
Chris Wenlock	Artificial Turf Pitch per hour	With Floodlights - U16 (2011-12 fees revised in line with comparable regional service providers. Reference fees set at slightly lower than M'bro)	18.90	19.35	2.38%		16.13		-	-100.0%	To delete no longer applicable
Pat Usher	Borough Hall										Review January
Pat Usher	Empire Bar and Croft, Constables Bar, Heugh, Pilot & Sandwell Rooms										Review January
Pat Usher	Standard Rate (per hour) (minimum 4	Time band A Mon - Fri 6am - 4pm	£20.00	20.50	2.50%		20.50		-	-100.0%	Review January
Pat Usher	Standard Rate (per hour) (minimum 4	Time band B 4pm - midnight and	£25.00	25.65	2.60%		25.65		-	-100.0%	Review January
Pat Usher	Standard Rate (per hour) (minimum 4	Time band C - Bank Holidays	£30.00	30.75	2.50%		30.75		-	-100.0%	Review January
Pat Usher		price reduction for not-for-profit org	£0.25	0.25	0.00%		0.25		-	-100.0%	Review January
Pat Usher	Borough Hall										Review January
Pat Usher	Standard Rate (per hour) (minimum 4	Time band A Mon - Fri 6am - 4pm	£50.00	51.25	2.50%		51.25		-	-100.0%	Review January
Pat Usher	Standard Rate (per hour) (minimum 4	Time band B 4pm - midnight and	£80.00	82.00	2.50%		82.00		-	-100.0%	Review January
Pat Usher	Standard Rate (per hour) (minimum 4	Time band C - Bank Holidays	£100.00	102.50	2.50%		102.50		-	-100.0%	Review January
Pat Usher	Standard Rate (per hour)	Technician Charges per hour	£25.00	25.65	2.60%		25.65		-	-100.0%	Review January
Pat Usher	Standard Rate (per hour)	Technician Charges per hour	£35.00	35.90	2.57%		35.90		-	-100.0%	Review January
Pat Usher	Standard Rate (per hour)	Technician Charges per hour	£40.00	41.00	2.50%		41.00		-	-100.0%	Review January
Pat Usher	Standard Rate (per hour)	Piano Tuning	£60.00	61.50	2.50%		61.50		-	-100.0%	Review January
Pat Usher	Standard Rate (per hour)	Usher Charges per hour Monday	£15.00	15.40	2.67%		15.40		-	-100.0%	Review January
Pat Usher	Standard Rate (per hour)	Usher Charges per hour Saturday	£20.00	20.50	2.50%		20.50		-	-100.0%	Review January
Pat Usher	Standard Rate (per hour)	Usher Charges per hour Bank	£25.00	25.65	2.60%		25.65		-	-100.0%	Review January
Pat Usher	Standard Rate (per hour)	Security per hour Monday to	£20.00	20.50	2.50%		20.50		-	-100.0%	Review January
Pat Usher	Standard Rate (per hour)	Security per hour Saturday &	£25.00	25.65	2.60%		25.65		-	-100.0%	Review January
Pat Usher	Standard Rate (per hour)	Corkage - per 70cl bottle	£3.00	3.10	3.33%		3.10		-	-100.0%	Review January
Pat Usher	Standard Rate (per hour)	Corkage - per glass	£0.50	0.50	0.00%		0.50		-	-100.0%	Review January
Pat Usher	Performing Rights Charges	Theatrical Performances	£30.00	30.75	2.50%		30.75		-	-100.0%	Review January

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Pat Usher	Borough Hall (excluding VAT)	Popular and Classical Music Concerts (fee for 100 people)	£30.00	30.75	2.50%	30.75	-	-100.0%	Review January
Pat Usher	Borough Hall (excluding VAT)	Conferences, Exhibs and Fashion Shows	£40.00	41.00	2.50%	41.00	-	-100.0%	Review January
Pat Usher	Borough Hall (excluding VAT)	Ballet, Musicals, Variety Shows	£40.00	41.00	2.50%	41.00	-	-100.0%	Review January
Pat Usher	Borough Hall (excluding VAT)	Dance Displays and Dance Comps	£60.00	61.50	2.50%	61.50	-	-100.0%	Review January
Pat Usher	Borough Hall (excluding VAT)	Dance Training/Aerobics/Community Dances	£8.00	8.20	2.50%	8.20	-	-100.0%	Review January
Pat Usher	Phonographic Performances	Disco/Dances Catering Functions	£30.00	30.75	2.50%	30.75	-	-100.0%	Review January
Pat Usher	Borough Hall (excluding VAT)	Dance Training/Aerobics/Community Dance	£8.00	8.20	2.50%	8.20	-	-100.0%	Review January
David Worthington	CULTURE & INFORMATION								
David Worthington	SECTION: CULTURAL SERVICES								
David Worthington	Museum of Hartlepool/Hartlepool Art Gallery								
David Worthington	Monday - Friday	1/2 day 9am - 1pm or 1pm - 5pm	£41.00	42.05	2.56%	42.05	£42.00	42.00	2.4%
David Worthington	.	full day	£71.25	73.05	2.53%	73.05	£73.00	73.00	2.5%
David Worthington	.	6pm - 9pm	£51.25	52.55	2.54%	52.55	£52.50	52.50	2.4%
David Worthington	.	every additional hour after 9pm	£20.50	21.00	2.44%	21.00	£21.00	21.00	2.4%
David Worthington	Saturday and Sunday	1/2 day 9am - 1pm or 1pm - 5pm	£61.50	63.05	2.52%	63.05	£63.00	63.00	2.4%
David Worthington	.	full day	£102.50	105.05	2.49%	105.05	£105.00	105.00	2.4%
David Worthington	.	6pm - 9pm	£82.00	84.05	2.50%	84.05	£84.00	84.00	2.4%
David Worthington	.	every additional hour after 9pm	£20.50	21.00	2.44%	21.00	£21.00	21.00	2.4%
David Worthington	Bank Holiday	1/2 day 9am - 1pm or 1pm - 5pm	£82.00	84.05	2.50%	84.05	£84.00	84.00	2.4%
David Worthington	.	full day	£143.50	147.10	2.51%	147.10	£147.00	147.00	2.4%
David Worthington	.	6pm - 9pm	£102.50	105.05	2.49%	105.05	£105.00	105.00	2.4%
David Worthington	.	every additional hour after 9pm	£30.75	31.50	2.44%	31.50	£31.50	31.50	2.4%
David Worthington	-								
David Worthington	Wingfield Castle - hire of Lincoln or Tattershall rooms								
David Worthington	Monday - Friday	1/2 day 9am - 1pm or 1pm - 5pm	£41.00	42.05	2.56%	42.05	£42.00	42.00	2.4%
David Worthington	.	full day	£71.75	73.55	2.51%	73.55	£73.50	73.50	2.4%
David Worthington	.	6pm - 9pm	£51.25	52.55	2.54%	52.55	£52.50	52.50	2.4%
David Worthington	.	every additional hour after 9pm	£20.50	21.00	2.44%	21.00	£21.00	21.00	2.4%
David Worthington	Saturday and Sunday	1/2 day 9am - 1pm or 1pm - 5pm	£61.50	63.05	2.52%	63.05	£63.00	63.00	2.4%
David Worthington	.	full day	£102.50	105.05	2.49%	105.05	£105.00	105.00	2.4%
David Worthington	.	6pm - 9pm	£82.00	84.05	2.50%	84.05	£84.00	84.00	2.4%
David Worthington	.	every additional hour after 9pm	£20.50	21.00	2.44%	21.00	£21.00	21.00	2.4%
David Worthington	Bank Holiday	1/2 day 9am - 1pm or 1pm - 5pm	£82.00	84.05	2.50%	84.05	£84.00	84.00	2.4%
David Worthington	.	full day	£143.50	147.10	2.51%	147.10	£147.00	147.00	2.4%
David Worthington	.	6pm - 9pm	£102.50	105.05	2.49%	105.05	£105.00	105.00	2.4%
David Worthington	.	every additional hour after 9pm	£30.75	31.50	2.44%	31.50	£31.50	31.50	2.4%
David Worthington	Wingfield Castle - hire of café								
David Worthington	Monday - Friday	6pm - 9pm	£61.50	63.05	2.52%	63.05	-	-100.0%	To be reviewed/deleted if the catering tender process is successfully implemented at the HME
David Worthington	.	additional hour after 9pm	£20.50	21.00	2.44%	21.00	-	-100.0%	To be reviewed/deleted if the catering tender process is successfully implemented at the HME
David Worthington	Saturday and Sunday	6pm - 9pm	£82.00	84.05	2.50%	84.05	-	-100.0%	To be reviewed/deleted if the catering tender process is successfully implemented at the HME
David Worthington	.	additional hour after 9pm	£20.50	21.00	2.44%	21.00	-	-100.0%	To be reviewed/deleted if the catering tender process is successfully implemented at the HME
David Worthington	Bank Holiday	6pm - 9pm	£123.00	126.10	2.52%	126.10	-	-100.0%	To delete no longer applicable
David Worthington	.	additional hour after 9pm	£30.75	31.50	2.44%	31.50	-	-100.0%	To be reviewed/deleted if the catering tender process is successfully implemented at the HME
David Worthington	.								
David Worthington	Town Hall Theatre								
David Worthington	Lauder Suite/Dressing Rooms								
David Worthington	Standard Rate (per hour) (minimum 4	Time band A Mon - Fri 6am - 4pm	£20.00	20.50	2.50%	20.50	-	-100.0%	Review January
David Worthington	Standard Rate (per hour) (minimum 4	Time band B 4pm - midnight and	£25.00	25.65	2.60%	25.65	-	-100.0%	Review January
David Worthington	Standard Rate (per hour) (minimum 4	Time band C - Bank Holidays	£30.00	30.75	2.50%	30.75	-	-100.0%	Review January
David Worthington	.	price reduction for not-for-profit org	£0.25	0.25	0.00%	0.25	-	-100.0%	Review January
David Worthington	Theatre Auditorium								

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David Worthington	Standard Rate (per hour) (minimum 4	Time band A Mon - Fri 6am - 4pm	£50.00	51.25	2.50%	51.25	-	-100.0%	Review January	
David Worthington	Standard Rate (per hour) (minimum 4	Time band B 4pm - midnight and	£80.00	82.00	2.50%	82.00	-	-100.0%	Review January	
David Worthington	Standard Rate (per hour) (minimum 4	Time band C - Bank Holidays	£100.00	102.50	2.50%	102.50	-	-100.0%	Review January	
David Worthington	Standard Rate (per hour)	Technician Charges per hour	£25.00	25.65	2.60%	25.65	-	-100.0%	Review January	
David Worthington	Standard Rate (per hour)	Technician Charges per hour	£35.00	35.90	2.57%	35.90	-	-100.0%	Review January	
David Worthington	Standard Rate (per hour)	Technician Charges per hour	£40.00	41.00	2.50%	41.00	-	-100.0%	Review January	
David Worthington	Standard Rate (per hour)	Piano Tuning	£60.00	61.50	2.50%	61.50	-	-100.0%	Review January	
David Worthington	Standard Rate (per hour)	Usher Charges per hour Monday	£15.00	15.40	2.67%	15.40	-	-100.0%	Review January	
David Worthington	Standard Rate (per hour)	Usher Charges per hour Saturday	£20.00	20.50	2.50%	20.50	-	-100.0%	Review January	
David Worthington	Standard Rate (per hour)	Usher Charges per hour Bank	£25.00	25.65	2.60%	25.65	-	-100.0%	Review January	
David Worthington	Standard Rate (per hour)	Security per hour Monday to	£20.00	20.50	2.50%	20.50	-	-100.0%	Review January	
David Worthington	Standard Rate (per hour)	Security per hour Saturday &	£25.00	25.65	2.60%	25.65	-	-100.0%	Review January	
David Worthington	Standard Rate (per hour)	Corkage - per 70cl bottle	£3.00	3.10	3.33%	3.10	-	-100.0%	Review January	
David Worthington	Standard Rate (per hour)	Corkage - per glass	£0.50	0.50	0.00%	0.50	-	-100.0%	Review January	
David Worthington	Performing Rights Charges – Town Hall	Theatrical Performances	£30.00	30.75	2.50%	30.75	-	-100.0%	Review January	
David Worthington	Town Hall Theatre (excluding VAT)	Popular and Classical Music Concerts (fee for 100 people)	£30.00	30.75	2.50%	30.75	-	-100.0%	Review January	
David Worthington	Town Hall Theatre (excluding VAT)	Conferences, Exhibs and Fashion Shows	£40.00	41.00	2.50%	41.00	-	-100.0%	Review January	
David Worthington	Town Hall Theatre (excluding VAT)	Ballet, Musicals, Variety Shows	£40.00	41.00	2.50%	41.00	-	-100.0%	Review January	
David Worthington	Town Hall Theatre (excluding VAT)	Dance Displays and Dance Comps	£60.00	61.50	2.50%	61.50	-	-100.0%	Review January	
David Worthington	Town Hall Theatre (excluding VAT)	Dance Training/Aerobics/Community Dances	£8.00	8.20	2.50%	8.20	-	-100.0%	Review January	
David Worthington	Phonographic Performances	Disco/Dances Catering Functions	£30.00	30.75	2.50%	30.75	-	-100.0%	Review January	
David Worthington	Town Hall Theatre (excluding VAT)	Dance Training/Aerobics/Community Dance	£8.00	8.20	2.50%	8.20	-	-100.0%	Review January	
David Worthington	.									
David Worthington	Tourist Information Centre/Theatre Booking Office/Museum Retail Outlets/Sir William Gray House									
David Worthington	Tourist Information Centre/Theatre Booking Office/Museum Retail Outlets/Sir William Gray House	Commission Rates: Agencies (Billingham Forum, etc.); Promoters; Outside venues; Our	£0.10	0.10		10%	10%	0.0%		
David Worthington	Tourist Information Centre/Theatre Booking Office/Museum Retail Outlets/Sir William Gray House	Sale or return items retail	£0.30	0.30	0.00%	30%	30%	0.0%		
David Worthington	Tourist Information Centre/Theatre Booking Office/Museum Retail Outlets/Sir William Gray House	Book a bed ahead (first night's stay)	£0.10	0.10	2.50%	10%	10%	0.0%		
David Worthington	Tourist Information Centre/Theatre Booking Office/Museum Retail Outlets/Sir William Gray House	Tower Admission Adult	£1.15	1.20	4.35%	1.20	£1.20	1.20	4.3%	
David Worthington	Tourist Information Centre/Theatre Booking Office/Museum Retail Outlets/Sir William Gray House	Tower Admission Children	£0.50	0.50	0.00%	0.50	£0.50	0.50	0.0%	
David Worthington	Tourist Information Centre/Theatre Booking Office/Museum Retail Outlets/Sir William Gray House	Tower Admission Family Tickets (2 Adults & 2 Children)	£2.25	2.30	2.22%	2.30	£2.30	2.30	2.2%	
David Worthington	Retail Prices per Photographic Prints	Photocopies A4	£0.10	0.10	2.50%	0.09	£0.10	0.08	0.0%	
David Worthington	Retail Prices per Photographic Prints (inc VAT)	Photocopies A3	£0.20	0.35	75.00%	0.29	£0.35	0.29	75.0%	increase to bring in line with libraries
David Worthington	Retail Prices per Photographic Prints (inc VAT)	5" x 7" B & W	£6.55	6.70	2.29%	5.58	-	-100.0%	Remove - Services/items reviewed and new categories introduced to better reflect current reproduction methods /requirements. [Library/Museum]	
David Worthington	Retail Prices per Photographic Prints (inc VAT)	5" x 7" Colour	£11.55	11.85	2.60%	9.88	-	-100.0%	Remove - Services/items reviewed and new categories introduced to better reflect current reproduction methods /requirements. [Library/Museum]	
David Worthington	Retail Prices per Photographic Prints (inc VAT)	5" x 7" Hand Printed	£21.55	22.10	2.55%	18.42	-	-100.0%	Remove - Services/items reviewed and new categories introduced to better reflect current reproduction methods /requirements. [Library/Museum]	
David Worthington	Retail Prices per Photographic Prints (inc VAT)	8" x 6" B & W	£8.20	5.40	-34.15%	4.50	-	-100.0%	Remove - Services/items reviewed and new categories introduced to better reflect current reproduction methods /requirements. [Library/Museum]	

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David Worthington	Retail Prices per Photographic Prints (inc VAT)	8" x 6" Colour	£14.20	14.55	2.46%	12.13	-100.0%	Remove - Services/items reviewed and new categories introduced to better reflect current reproduction methods /requirements. [Library/Museum]
David Worthington	Retail Prices per Photographic Prints (inc VAT)	8" x 6" Hand Printed	£23.10	23.70	2.60%	19.75	-100.0%	Remove - Services/items reviewed and new categories introduced to better reflect current reproduction methods /requirements. [Library/Museum]
David Worthington	Retail Prices per Photographic Prints (inc VAT)	10" x 8" B & W	£9.75	10.00	2.56%	8.33	-100.0%	Remove - Services/items reviewed and new categories introduced to better reflect current reproduction methods /requirements. [Library/Museum]
David Worthington	Retail Prices per Photographic Prints (inc VAT)	10" x 8" Colour	£17.10	17.55	2.63%	14.63	-100.0%	Remove - Services/items reviewed and new categories introduced to better reflect current reproduction methods /requirements. [Library/Museum]
David Worthington	Retail Prices per Photographic Prints (inc VAT)	10" x 8" Hand Printed	£26.25	26.90	2.48%	22.42	-100.0%	Remove - Services/items reviewed and new categories introduced to better reflect current reproduction methods /requirements. [Library/Museum]
David Worthington	Retail Prices per Photographic Prints (inc VAT)	12" x 10" B & W	£11.85	12.15	2.50%	10.12	-100.0%	Remove - Services/items reviewed and new categories introduced to better reflect current reproduction methods /requirements. [Library/Museum]
David Worthington	Retail Prices per Photographic Prints (inc VAT)	12" x 10" Colour	£25.20	25.85	2.58%	21.54	-100.0%	Remove - Services/items reviewed and new categories introduced to better reflect current reproduction methods /requirements. [Library/Museum]
David Worthington	Retail Prices per Photographic Prints (inc VAT)	12" x 10" Hand Printed	£36.25	37.15	2.48%	30.96	-100.0%	Remove - Services/items reviewed and new categories introduced to better reflect current reproduction methods /requirements. [Library/Museum]
David Worthington	Retail Prices per Photographic Prints (inc VAT)	15" x 12" B & W	£19.40	19.90	2.58%	16.58	-100.0%	Remove - Services/items reviewed and new categories introduced to better reflect current reproduction methods /requirements. [Library/Museum]
David Worthington	Retail Prices per Photographic Prints (inc VAT)	15" x 12" Colour	£34.65	35.50	2.45%	29.58	-100.0%	Remove - Services/items reviewed and new categories introduced to better reflect current reproduction methods /requirements. [Library/Museum]
David Worthington	Retail Prices per Photographic Prints (inc VAT)	15" x 12" Hand Printed	£48.35	49.55	2.48%	41.29	-100.0%	Remove - Services/items reviewed and new categories introduced to better reflect current reproduction methods /requirements. [Library/Museum]
David Worthington	Retail Prices per Photographic Prints (inc VAT)	20" x 16" B & W	£34.65	35.50	2.45%	29.58	-100.0%	Remove - Services/items reviewed and new categories introduced to better reflect current reproduction methods /requirements. [Library/Museum]
David Worthington	Retail Prices per Photographic Prints (inc VAT)	20" x 16" Colour	£42.05	43.10	2.50%	35.92	-100.0%	Remove - Services/items reviewed and new categories introduced to better reflect current reproduction methods /requirements. [Library/Museum]
David Worthington	Retail Prices per Photographic Prints (inc VAT)	20" x 16" Hand Printed	£73.55	75.40	2.52%	62.83	-100.0%	Remove - Services/items reviewed and new categories introduced to better reflect current reproduction methods /requirements. [Library/Museum]
David Worthington	Retail Prices per Photographic Prints (inc VAT)	20" x 24" Colour	£53.60	54.95	2.52%	45.79	-100.0%	Remove - Services/items reviewed and new categories introduced to better reflect current reproduction methods /requirements. [Library/Museum]
David Worthington	Retail Prices per Photographic Prints (inc VAT)	20" x 24" Hand Printed	£54.65	56.00	2.47%	46.67	-100.0%	Remove - Services/items reviewed and new categories introduced to better reflect current reproduction methods /requirements. [Library/Museum]
David Worthington	Retail Prices per Photographic Prints (inc VAT)	30" x 20" B & W	£55.65	57.05	2.52%	47.54	-100.0%	Remove - Services/items reviewed and new categories introduced to better reflect current reproduction methods /requirements. [Library/Museum]
David Worthington	Retail Prices per Photographic Prints (inc VAT)	30" x 20" Colour	£61.95	63.50	2.50%	52.92	-100.0%	Remove - Services/items reviewed and new categories introduced to better reflect current reproduction methods /requirements. [Library/Museum]
David Worthington	Retail Prices per Photographic Prints (inc VAT)	30" x 20" Hand Printed	£125.00	128.15	2.52%	106.79	-100.0%	Remove - Services/items reviewed and new categories introduced to better reflect current reproduction methods /requirements. [Library/Museum]
David Worthington	Extra photography charges	Photographer's attendance fee - per hour incl VAT, plus materials and processing.	£38.85	39.80	2.45%	33.17	-100.0%	Remove - Services/items reviewed and new categories introduced to better reflect current reproduction methods /requirements. [Library/Museum]
David Worthington	Extra photography charges	Research time will be charged per hour INCL vat, plus postage and packing.	£28.35	29.05	2.47%	24.21	-100.0%	Remove - Services/items reviewed and new categories introduced to better reflect current reproduction methods /requirements. [Library/Museum]
David Worthington	Ships Plans:	Reproduction from (plus p & p)	£21.00	21.55	2.62%	21.55	0.0%	
David Worthington	Hartlepool Museum Service:	B & W	£15.75	16.15	2.54%	16.15	-100.0%	Remove - Charges for reproduction of printed images & ephemera reviewed and simplified to encourage take up. [Libraries/Museum]
David Worthington	Books – including part works, periodicals or journals	Colour	£35.70	36.60	2.52%	36.60	-100.0%	Remove - Charges for reproduction of printed images & ephemera reviewed and simplified to encourage take up. [Libraries/Museum]
David Worthington	Educational text books – scholarly publications or journals	B & W	£8.90	9.10	2.25%	9.10	-100.0%	Remove - Charges for reproduction of printed images & ephemera reviewed and simplified to encourage take up. [Libraries/Museum]
David Worthington	Educational text books – scholarly publications or journals	Colour	£14.70	15.05	2.38%	15.05	-100.0%	Remove - Charges for reproduction of printed images & ephemera reviewed and simplified to encourage take up. [Libraries/Museum]

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David Worthington	Book jackets/magazine covers	B & W	£40.45	41.45	2.47%	41.45	-	-100.0%	Remove - Charges for reproduction of printed images & ephemera reviewed and simplified to encourage take up. [Libraries/Museum]	
David Worthington	Book jackets/magazine covers	Colour	£82.95	85.00	2.47%	85.00	-	-100.0%	Remove - Charges for reproduction of printed images & ephemera reviewed and simplified to encourage take up. [Libraries/Museum]	
David Worthington	Newspapers (feature articles)	B & W	£16.80	17.20	2.38%	17.20	-	-100.0%	Remove - Charges for reproduction of printed images & ephemera reviewed and simplified to encourage take up. [Libraries/Museum]	
David Worthington	Newspapers (feature articles)	Colour	£34.65	35.50	2.45%	35.50	-	-100.0%	Remove - Charges for reproduction of printed images & ephemera reviewed and simplified to encourage take up. [Libraries/Museum]	
David Worthington	Trade and house journals	B & W	£16.80	17.20	2.38%	17.20	-	-100.0%	Remove - Charges for reproduction of printed images & ephemera reviewed and simplified to encourage take up. [Libraries/Museum]	
David Worthington	Trade and house journals	Colour	£34.65	35.50	2.45%	35.50	-	-100.0%	Remove - Charges for reproduction of printed images & ephemera reviewed and simplified to encourage take up. [Libraries/Museum]	
David Worthington	* Postcards, greetings cards and small reproductions	(upto A5) B & W	£42.05	43.10	2.50%	43.10	-	-100.0%	Remove - Charges for reproduction of printed images & ephemera reviewed and simplified to encourage take up. [Libraries/Museum]	
David Worthington	* Postcards, greetings cards and small reproductions	(upto A5) Colour	£82.95	85.00	2.47%	85.00	-	-100.0%	Remove - Charges for reproduction of printed images & ephemera reviewed and simplified to encourage take up. [Libraries/Museum]	
David Worthington	* Postcards, greetings cards and small reproductions	(upto A4) B & W	£82.95	85.00	2.47%	85.00	-	-100.0%	Remove - Charges for reproduction of printed images & ephemera reviewed and simplified to encourage take up. [Libraries/Museum]	
David Worthington	* Postcards, greetings cards and small reproductions	(upto A4) Colour	£145.50	149.15	2.51%	149.15	-	-100.0%	Remove - Charges for reproduction of printed images & ephemera reviewed and simplified to encourage take up. [Libraries/Museum]	
David Worthington	* Prints, large prints (A3 and over), posters, limited editions, wall charges (non advertising)	B & W	£110.30	113.05	2.49%	113.05	-	-100.0%	Remove - Charges for reproduction of printed images & ephemera reviewed and simplified to encourage take up. [Libraries/Museum]	
David Worthington	* Prints, large prints (A3 and over), posters, limited editions, wall charges (non advertising)	Colour	£110.30	113.05	2.49%	113.05	-	-100.0%	Remove - Charges for reproduction of printed images & ephemera reviewed and simplified to encourage take up. [Libraries/Museum]	
David Worthington	* Calendars (per plate)	B & W	£42.05	43.10	2.50%	43.10	-	-100.0%	Remove - Charges for reproduction of printed images & ephemera reviewed and simplified to encourage take up. [Libraries/Museum]	
David Worthington	* Calendars (per plate)	Colour	£82.95	85.00	2.47%	85.00	-	-100.0%	Remove - Charges for reproduction of printed images & ephemera reviewed and simplified to encourage take up. [Libraries/Museum]	
David Worthington	Press advertising	B & W	£42.05	43.10	2.50%	43.10	-	-100.0%	Remove - Charges for reproduction of printed images & ephemera reviewed and simplified to encourage take up. [Libraries/Museum]	
David Worthington	Press advertising	Colour	£82.95	85.00	2.47%	85.00	-	-100.0%	Remove - Charges for reproduction of printed images & ephemera reviewed and simplified to encourage take up. [Libraries/Museum]	
David Worthington	Packaging – including record sleeves	B & W	£82.95	85.00	2.47%	85.00	-	-100.0%	Remove - Charges for reproduction of printed images & ephemera reviewed and simplified to encourage take up. [Libraries/Museum]	
David Worthington	Games, Jigsaws etc.	Colour	£172.30	176.60	2.50%	176.60	-	-100.0%	Remove - Charges for reproduction of printed images & ephemera reviewed and simplified to encourage take up. [Libraries/Museum]	
David Worthington	Slides, filmstrips and audio-visual	B & W	£17.30	17.75	2.60%	17.75	-	-100.0%	Remove - Charges for reproduction of printed images & ephemera reviewed and simplified to encourage take up. [Libraries/Museum]	
David Worthington	Slides, filmstrips and audio-visual	Colour	£34.65	35.50	2.45%	35.50	-	-100.0%	Remove - Charges for reproduction of printed images & ephemera reviewed and simplified to encourage take up. [Libraries/Museum]	
David Worthington	Artists' reference (re-drawing)	Regional	£34.15	35.00	2.50%	35.00	-	-100.0%	Remove - Charges for reproduction of printed images & ephemera reviewed and simplified to encourage take up. [Libraries/Museum]	
David Worthington	Television flash fee (documentary, drama, etc.)	Network	£69.35	71.10	2.52%	71.10	£69.00	69.00	-0.5%	Freezing/reduction in price to encourage lucrative market
David Worthington	Television flash fee (documentary, drama, etc.)	Overseas	£104.00	106.60	2.50%	106.60	£104.00	104.00	0.0%	Freezing/reduction in price to encourage lucrative market
David Worthington	Television commercial flash fee	Regional	£69.35	71.10	2.52%	71.10	£69.00	69.00	-0.5%	Freezing/reduction in price to encourage lucrative market
David Worthington	Television commercial flash fee	Network	£104.00	106.60	2.50%	106.60	£104.00	104.00	0.0%	Freezing/reduction in price to encourage lucrative market
David Worthington	Television commercial flash fee	Overseas	£173.35	177.70	2.51%	177.70	£170.00	170.00	-1.9%	Freezing/reduction in price to encourage lucrative market
David Worthington	NOTE: These Reproduction	One Country, one language Cover	£197.50	202.45	2.51%	202.45	£195.00	195.00	-1.3%	Freezing/reduction in price to encourage lucrative market
David Worthington	Fees are in line with national guidelines.	Inside	£93.50	95.85	2.51%	95.85	£93.00	93.00	-0.5%	Freezing/reduction in price to encourage lucrative market
David Worthington	Editorial – Newspapers, journals, books, part	World, one language Cover	£252.15	258.45	2.50%	258.45	£250.00	250.00	-0.9%	Freezing/reduction in price to encourage lucrative market
David Worthington	works. CD-ROMs, educational and documentary	Inside	£119.25	122.25	2.52%	122.25	-	-	-100.0%	Remove - Charges for reproduction of printed images & ephemera reviewed and simplified to encourage take up. [Libraries/Museum]
David Worthington	works. CD-ROMs, educational and documentary	World, all languages Cover	£327.80	336.00	2.50%	336.00	-	-	-100.0%	Remove - Charges for reproduction of printed images & ephemera reviewed and simplified to encourage take up. [Libraries/Museum]

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David Worthington	videos, one edition only, full page reproduction:	Inside	£159.70	163.70	2.50%	163.70		-	-100.0%	Remove - Charges for reproduction of printed images & ephemera reviewed and simplified to encourage take up. [Libraries/Museum]			
David Worthington	Magazines and Brochures	One country, one language Cover	£215.35	220.75	2.51%	220.75		-	-100.0%	Remove - Charges for reproduction of printed images & ephemera reviewed and simplified to encourage take up. [Libraries/Museum]			
David Worthington	Magazines and Brochures	Inside	£107.15	109.85	2.52%	109.85		-	-100.0%	Remove - Charges for reproduction of printed images & ephemera reviewed and simplified to encourage take up. [Libraries/Museum]			
David Worthington	World, one language Cover	Inside	£107.15	109.85	2.52%	109.85		-	-100.0%	Remove - Charges for reproduction of printed images & ephemera reviewed and simplified to encourage take up. [Libraries/Museum]			
David Worthington	World, all languages Cover	Inside	£170.20	174.45	2.50%	174.45		-	-100.0%	Remove - Charges for reproduction of printed images & ephemera reviewed and simplified to encourage take up. [Libraries/Museum]			
David Worthington	Television and film	One Country (up to 6 seconds)	£78.80	80.75	2.47%	80.75	£78.00	78.00	-1.0%	Rounding down of price to encourage lucrative market			
David Worthington	Television and film	World	£197.50	202.45	2.51%	202.45	£195.00	195.00	-1.3%	Rounding down of price to encourage lucrative market			
David Worthington	Television and film	Unlimited transmission	£787.85	807.55	2.50%	807.55	£780.00	780.00	-1.0%	Rounding down of price to encourage lucrative market			
David Worthington	Commercial Product – Greeting cards, note cards, Christmas cards:	One language, one year; World, one year	£327.80	336.00	2.50%	336.00		-	-100.0%	Remove - Charges for reproduction of printed images & ephemera reviewed and simplified to encourage take up. [Libraries/Museum]			
David Worthington	Calendars, posters, fine art prints, gift wrap:	One language, two years; World, two years	£327.80	336.00	2.50%	336.00		-	-100.0%	Remove - Charges for reproduction of printed images & ephemera reviewed and simplified to encourage take up. [Libraries/Museum]			
David Worthington	T-shirts, mugs jigsaws, games	One country, three years; World, three years	£457.00	468.45	2.51%	468.45		-	-100.0%	Remove - Charges for reproduction of printed images & ephemera reviewed and simplified to encourage take up. [Libraries/Museum]			
David Worthington	Cassettes, CDs, Record Covers, Video Covers	One country, two years	£262.65	269.20	2.49%	269.20		-	-100.0%	Remove - Charges for reproduction of printed images & ephemera reviewed and simplified to encourage take up. [Libraries/Museum]			
David Worthington	Cassettes, CDs, Record Covers, Video Covers	World, two years	£383.45	393.05	2.50%	393.05		-	-100.0%	Remove - Charges for reproduction of printed images & ephemera reviewed and simplified to encourage take up. [Libraries/Museum]			
David Worthington	Packaging (biscuit tins, cosmetics)	One country, three years; World, three years	£651.40	667.70	2.50%	667.70		-	-100.0%	Remove - Charges for reproduction of printed images & ephemera reviewed and simplified to encourage take up. [Libraries/Museum]			
David Worthington	Advertising – Single campaign, newspapers, brochures, magazines, direct mail:	One year, one language; One year, world	£457.00	468.45	2.51%	468.45	£450.00	450.00	-1.5%	Rounding down of price to encourage lucrative market			
David Worthington	Corporate products(annual reports,cards,calendars)	One language, one year; World, one year	£362.45	371.50	2.50%	371.50		-	-100.0%	Remove - Charges for reproduction of printed images & ephemera reviewed and simplified to encourage take up. [Libraries/Museum]			
David Worthington	HARTLEPOOL MARITIME EXPERIENCE	Ticket admissions: Adults	£8.50	8.70	2.35%	8.70	£8.95	8.95	5.3%	Price increase pre-agreed with Trincomalee Trust			
David Worthington	HARTLEPOOL MARITIME EXPERIENCE	Ticket admissions:Child	£6.95	7.10	2.16%	7.10	£6.85	6.85	-1.4%				
David Worthington	HARTLEPOOL MARITIME EXPERIENCE	Ticket admissions:Family	£25.00	25.65	2.60%	25.65	£26.25	26.25	5.0%				
David Worthington	HARTLEPOOL MARITIME EXPERIENCE	Ticket admissions:Over 60's – concessions	£6.95	7.10	2.16%	7.10	£6.85	6.85	-1.4%				
David Worthington	HARTLEPOOL MARITIME EXPERIENCE	Ticket admissions:Unwaged – concessions	£6.95	7.10	2.16%	7.10	£6.85	6.85	-1.4%				
David Worthington	HARTLEPOOL MARITIME EXPERIENCE	Ticket admissions:Student – concessions	£6.95	7.10	2.16%	7.10	£6.85	6.85	-1.4%				
David Worthington	HARTLEPOOL MARITIME EXPERIENCE	Ticket admissions:School Parties	£4.00	4.10	2.50%	4.10	£4.20	4.20	5.0%				
David Worthington	HARTLEPOOL MARITIME EXPERIENCE	Ticket admissions:HME Cadets	£2.00	2.05	2.50%	2.05		-	-100.0%	To delete no longer applicable			
David Worthington	HARTLEPOOL MARITIME EXPERIENCE	Ticket admissions:Travel Trade (pre booked)	£5.00	5.12	2.40%	5.12	£5.25	5.25	5.0%				
David Worthington	HARTLEPOOL MARITIME EXPERIENCE	Ticket admissions:Other Groups - adults	£8.00	8.20	2.50%	8.20	£8.40	8.40	5.0%				
David Worthington	HARTLEPOOL MARITIME EXPERIENCE	Ticket admissions:Other Group - Child	£6.00	6.15	2.50%	6.15	£6.30	6.30	5.0%				
David Worthington	HARTLEPOOL MARITIME EXPERIENCE	Ticket admissions:Group over 60	£6.00	6.15	2.50%	6.15	£6.30	6.30	5.0%				
David Worthington	HARTLEPOOL MARITIME EXPERIENCE	Quay Card: Family	£50.00	51.25	2.50%	51.25		-	-100.0%	To be deleted no longer available			
David Worthington	HARTLEPOOL MARITIME EXPERIENCE	Quay Card Standard (Individual)	£23.00	23.60	2.61%	23.60		-	-100.0%				
David Worthington	HARTLEPOOL MARITIME EXPERIENCE	Quay Card Over 60	£18.00	18.45	2.50%	18.45		-	-100.0%				
David Worthington	HARTLEPOOL MARITIME EXPERIENCE	365 day local resident rate	£4.00	4.10	2.50%	4.10	£4.20	4.20	5.0%				
David Worthington	HARTLEPOOL MARITIME EXPERIENCE	Concessions	£4.00	4.10	2.50%	4.10	£4.20	4.20	5.0%				
David Worthington	HARTLEPOOL MARITIME EXPERIENCE	Ticket Offer (5 visits 1 price) Adult Single	£10.00	10.25	2.50%	10.25	£10.00	10.00	0.0%				
David Worthington	HARTLEPOOL MARITIME EXPERIENCE	Ticket Offer (5 visits 1 price) Concession	£8.25	8.45	2.42%	8.45	£8.25	8.25	0.0%				

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David Worthington	HARTLEPOOL MARITIME EXPERIENCE	Ticket Offer (5 visits 1 price) Family	£30.00	30.75	2.50%	£30.00	30.00	0.0%	
David Worthington	HARTLEPOOL MARITIME EXPERIENCE	Children's Party (Inclusive) -	£8.50	8.70	2.35%	£8.70	8.70	2.4%	single party rate
David Worthington	HARTLEPOOL MARITIME EXPERIENCE	Children's Party (Inclusive) - Silver	£8.50	8.70	2.35%			-100.0%	to delete, single party rate to be charged
David Worthington	HARTLEPOOL MARITIME EXPERIENCE	Children's Party (Inclusive) - Gold	£8.50	8.70	2.35%			-100.0%	to delete, single party rate to be charged
David Worthington	Hire of whole site (minus Trincomalee)	Mon - Fri 6-11pm	£1,230.00	1,260.75	2.50%	£1,230.00	1,230.00	0.0%	To be negotiated. To encourage use beginning at £1200.
David Worthington	Hire of site (minus Trincomalee) (filming) (still open to public)	9-5pm	£1,230.00	1,260.75	2.50%	£1,230.00	1,230.00	0.0%	To be negotiated. To encourage use beginning at £1200.
David Worthington	Hire of whole site (minus Trincomalee)	Sat/Sun/Bank Hol 6-11pm	£1,537.50	1,575.95	2.50%	£1,537.50	1,537.50	0.0%	To be negotiated. To encourage use beginning at £1500.
David Worthington	Historic Quay function room hire								
David Worthington	Sir William Gray Suite	1/2 day hire 9am-1pm or 1pm-5pm	£123.00	126.10	2.52%	£126.10	126.00	2.4%	To be reviewed/deleted if the catering tender process is successfully implemented at the HME
David Worthington	Sir William Gray Suite	full day hire	£184.50	189.10	2.49%	£189.10	190.00	3.0%	
David Worthington	Sir William Gray Suite	additional hour	£20.50	21.00	2.44%	£21.00	21.00	2.4%	
David Worthington	Baltic Suite (full room)	1/2 day hire 9am-1pm or 1pm-5pm	£123.00	126.10	2.52%	£126.10	126.00	2.4%	
David Worthington	Baltic Suite (full room)	full day hire	£184.50	189.10	2.49%	£189.10	190.00	3.0%	
David Worthington	Baltic Suite (full room)	additional hour	£20.50	21.00	2.44%	£21.00	21.00	2.4%	
David Worthington	Baltic Suite (1/3 of room)	1/2 day hire 9am-1pm or 1pm-5pm	£41.00	42.05	2.56%	£42.05	42.00	2.4%	
David Worthington	Baltic Suite (1/3 of room)	full day hire	£61.50	63.05	2.52%	£63.05	63.00	2.4%	
David Worthington	Baltic Suite (1/3 of room)	additional hour	£10.25	10.50	2.44%	£10.50	10.50	2.4%	
David Worthington	Baltic Suite (2/3 of room)	1/2 day hire 9am-1pm or 1pm-5pm	£82.00	84.05	2.50%	£84.05	84.00	2.4%	
David Worthington	Baltic Suite (2/3 of room)	full day hire	£123.00	126.10	2.52%	£126.10	126.00	2.4%	
David Worthington	Baltic Suite (2/3 of room)	additional hour	£10.25	10.50	2.44%	£10.50	10.50	2.4%	
David Worthington	The Chart Room	1/2 day hire 9am-1pm or 1pm-5pm	£41.00	42.05	2.56%	£42.05	42.00	2.4%	
David Worthington	The Chart Room	full day hire	£61.50	63.05	2.52%	£63.05	63.00	2.4%	
David Worthington	The Chart Room	additional hour	£10.25	10.50	2.44%	£10.50	10.50	2.4%	
David Worthington	The Ward Room	1/2 day hire 9am-1pm or 1pm-5pm	£41.00	42.05	2.56%	£42.05	42.00	2.4%	
David Worthington	The Ward Room	full day hire	£61.50	63.05	2.52%	£63.05	63.00	2.4%	
David Worthington	The Ward Room	additional hour	£10.25	10.50	2.44%	£10.50	10.50	2.4%	
David Worthington	.								
David Worthington	SECTION: LIBRARIES								
David Worthington	Libraries	Library Fines	£0.13	0.15	15.38%	£0.10	0.08	-23.1%	Proposed charge at level to encourage return of stock without discouraging borrowing.
David Worthington	Libraries	Library Fines – maximum	£14.56	14.90	2.34%	£13.50	11.25	-7.3%	Proposed charge at level to encourage return of stock without discouraging borrowing.
David Worthington	Libraries	Reservation Fees (NE region) – full charge	£1.00	1.05	5.00%	£1.00	1.00	0.0%	
David Worthington	Libraries	Reservation Fees (NE Region)– conc. charge	£0.50	0.50	0.00%	£0.50	0.50	0.0%	
David Worthington	Libraries	Reservation - National/BL - full charge	at cost	at cost	at cost	at cost	-	at cost	
David Worthington	Libraries	Reservation - National/BL - conc charge	50% full cost	50% full cost	at cost	50% full cost	-	at 50% cost	
David Worthington	Libraries	Language Courses – 4 weeks	£2.05	2.10	2.50%	2.10	-	-100.0%	Charge removed to encourage use of stock.
David Worthington	Libraries	Replacement Ticket – Adult	£1.65	1.70	3.03%	£1.60	1.60	-3.0%	
David Worthington	Libraries	Replacement Ticket – Unwaged	£0.82	0.85	3.66%	£0.80	0.80	-2.4%	
David Worthington	Libraries	Photocopying - per A4 sheet (B & W)	£0.10	0.10	2.50%	£0.09	0.08	0.0%	
David Worthington	Libraries	Photocopying – per A3 sheet (B&W)	£0.35	0.35	0.00%	£0.35	0.29	0.0%	
David Worthington	Libraries	Printouts : Black & White' A4	£0.10	0.10	2.50%	£0.09	0.08	0.0%	
David Worthington	Libraries	Printout: Colour A4	£0.65	0.65	0.00%	£0.35	0.29	-46.2%	Limited income at existing charge. Priced competitively to encourage use.
David Worthington	Libraries	Microfilm Reader Printer – A3	£1.00	1.05	5.00%	£0.75	0.63	-25.0%	Limited income at existing charge. Priced competitively to encourage use.
David Worthington	Libraries	Microfilm Reader Printer – A4	£0.80	0.80	0.00%	£0.50	0.42	-37.5%	Limited income at existing charge. Priced competitively to encourage use.
David Worthington	Libraries	Disc	£0.62	0.65	4.84%	£0.60	0.50	-3.2%	
David Worthington	Libraries	digital photographic document reproduction	£5.00	5.15	3.00%	4.29	-	-100.0%	Remove - Charges for reproduction of printed images & ephemera reviewed and simplified to encourage take up. [Libraries/Museum]
David Worthington	Libraries	Fax Services – Incoming – per sheet	£0.60	0.60	0.00%	£0.60	0.50	0.0%	
David Worthington	Libraries	Fax Services – Outgoing (UK) – 1st sheet	£1.85	1.90	2.50%	£1.85	1.54	0.0%	No increase for subsequent pages.
David Worthington	Libraries	Fax Services – Outgoing (UK) – sub-sheets	£0.50	0.50	0.00%	£0.50	0.42	0.0%	
David Worthington	Libraries	Fax Services – Outgoing (International) – 1st sheet	£3.10	3.20	3.23%	£3.10	2.58	0.0%	No increase for subsequent pages.

Budget Holder / Officer submitting info		ITEM	Charge to customer 2013/2014 £ @ 20% vat - ROUNDED AND	charge 2014-15 after applying 2.5% increase and rounded to	actual % increase after rounding	2014/15 charge net of VAT	Charge to customer 2014/2015 £ @ 20% vat - ROUNDED AND DECIDED BY MANAGER	2014/15 charge net of VAT	% change to customer from April 2013	COMMENTS 2014/15			
David Worthington	Libraries	International - Sub Sheets	£0.85	0.85	0.00%	0.71	£0.85	0.71	0.0%				
David Worthington	Hire of Room/Central Library	Hire of Room/Commercial Rate – per hour	£28.70	29.40	2.44%	24.50	£28.70	23.92	0.0%				
David Worthington	Hire of Room/Central Library	Hire of Room/Commercial Rate – per 3 hrs	£82.00	84.05	2.50%	70.04	£82.00	68.33	0.0%				
David Worthington	Hire of Room/Central Library	Hire of Room/Private Function – per hour	£10.50	10.75	2.38%	8.96	£10.50	8.75	0.0%				
David Worthington	Hire of Room/Central Library	Hire of Room/Private Function – per 3 hrs	£30.25	31.00	2.48%	25.83	£30.25	25.21	0.0%				
David Worthington	Hire of Room/Central Library	Hire of Room/Community Group – per hrs	£4.10	4.20	2.50%	3.50	£4.10	3.42	0.0%				
David Worthington	Hire of Room/Central Library	Hire of Room/Community Group-per 3 hrs	£11.30	11.60	2.65%	9.67	£11.30	9.42	0.0%				
David Worthington	Display of art or craft works in gallery area	Display of art or craft works in gallery area for items to be sold. Per board, Per week	£10.25	10.50	2.44%	8.75	£10.25	8.54	0.0%				
David Worthington	Annual charge, Use of public computers:	Annual charge, Use of public computers: Adult	£3.00	3.10	3.33%	2.58	£3.00	2.50	0.0%	Nominal annual fee. Charge proposed at level to maintain usage.			
David Worthington	Annual charge, Use of public computers:	Annual charge, Use of public computers:under 16	£1.00	1.05	5.00%	0.88	-	-	-100.0%	Remove charge to enable more children to access IT services.			
David Worthington	Charge for use of public computers	Single Use :1 Hour				-	£1.00	0.83		New charge for non-library members for limited use of computer facilities.			
David Worthington	Charge for use of public computers	Access for benefit/job-seeking relating to e-govt agenda. [upto 3hrs per day]				-	£0.00	-		New facility required to support benefit claimants/jobseekers. (Free of Charge)			
David Worthington	.												
David Worthington	Section: Community Centres												
David Worthington	Main Halls	Mon-Fri	17.50	17.95	2.57%	17.95	£18.00	18.00	2.9%				
David Worthington	Main Halls	Weekend	33.00	33.85	2.58%	33.85	£34.00	34.00	3.0%				
David Worthington	Standard	Sunday & B.Hols	44.00	45.10	2.50%	45.10	-	-	-100.0%	To delete now incorporated within weekend price			
David Worthington	Concessionary	Mon-Fri	8.75	9.00	2.86%	9.00	£9.00	9.00	2.9%				
David Worthington	Concessionary	Weekend	22.15	22.70	2.50%	22.70	£23.00	23.00	3.8%				
David Worthington	Concessionary	Sunday & B.Hols	44.00	45.10	2.50%	45.10	-	-	-100.0%	To delete now incorporated within weekend price			
David Worthington	Small Rooms	Mon-Fri	8.75	9.00	2.86%	9.00	£9.00	9.00	2.9%				
David Worthington	Small rooms	Weekend	22.15	22.70	2.50%	22.70	£23.00	23.00	3.8%				
David Worthington	Standard	Sunday & B.Hols	44.00	45.10	2.50%	45.10	-	-	-100.0%	To delete now incorporated within weekend price			
David Worthington	Concessionary	Mon-Fri	4.45	4.55	2.25%	4.55	£4.60	4.60	3.4%				
David Worthington	Concessionary	Weekend	16.50	16.90	2.42%	16.90	£17.00	17.00	3.0%				
David Worthington	Concessionary	Sunday & B.Hols	44.00	45.10	2.50%	45.10	-	-	-100.0%	To delete now incorporated within weekend price			
David Worthington	Security	Mon-Sun	20.34	20.85	2.50%	20.85	£20.00	20.00	-1.7%				
David Worthington	Security	Sunday & B.Hols	27.12	27.80	2.50%	27.80	-	-	-100.0%	To delete now incorporated within whole week price			
David Worthington	Performing Rights Charges –	Dance Training/Aerobics/Community Dances	7.04	7.20	2.27%	7.20	£7.05	7.05	0.1%				
David Worthington	Community Centres (excluding VAT)	Exhibitions/Sales etc.	23.64	24.25	2.58%	24.25	£20.80	20.80	-12.0%	reduction in price to encourage lucrative market			
David Worthington	Community Centres (excluding VAT)	Discos/Dances & other Catering Related Functions	28.86	29.60	2.56%	29.60	£25.60	25.60	-11.3%	reduction in price to encourage lucrative market			
David Worthington	Community Centres (excluding VAT)	Concerts/Pantomimes/Variety Shows etc.	39.36	40.35	2.52%	40.35	£34.85	34.85	-11.5%	reduction in price to encourage lucrative market			
David Worthington	SECTION: LIBRARIES & MUSEUMS												
David Worthington	Copy of image of printed items/ephemera	Personal use : electronic [72dpi] - initial image					£2.50	2.08		New replacement/simplified service in line with current technology/demand.			
David Worthington	Copy of image of printed items/ephemera	Personal use : electronic [72dpi] - subsequent image to max of 10 images.					£0.50	0.42		New replacement/simplified service in line with current technology/demand.			
David Worthington	Copy of image of printed items/ephemera	Personal use : scanned & printed A4 B&W [excl. P&P]					-	£3.00	2.50	New replacement/simplified service in line with current technology/demand.			
David Worthington	Copy of image of printed items/ephemera	Personal use : scanned & printed A4 Colour [excl. P&P]					-	£5.00	4.17	New replacement/simplified service in line with current technology/demand.			
David Worthington	Copy of image of printed items/ephemera	Personal use : scanned & printed A3 B&W [excl. P&P]					-	£7.50	6.25	New replacement/simplified service in line with current technology/demand.			
David Worthington	Copy of image of printed items/ephemera	Personal use : scanned & printed A3 Colour [excl. P&P]					-	£10.00	8.33	New replacement/simplified service in line with current technology/demand.			
David Worthington	Copy of image of printed items/ephemera	Reproduction for Charitable publication: electronic [300dpi] per image to a max of 10 images.					-	£5.00	4.17	New replacement/simplified service in line with current technology/demand.			

Budget Holder / Officer submitting info	ITEM	Charge to customer 2013/2014 £ @ 20% vat - ROUNDED AND	charge 2014-15 after applying 2.5% increase and rounded to	actual % increase after rounding	2014/15 charge net of VAT	Charge to customer 2014/2015 £ @ 20% vat - ROUNDED AND DECIDED BY MANAGER	2014/15 charge net of VAT	% change to customer from April 2013	COMMENTS 2014/15	
David Worthington	Copy of image of printed items/ephemera	Reproduction for Commercial publication: electronic [300dpi] per image to a max of 10 images.			-	£10.00	8.33		New replacement/simplified service in line with current technology/demand.	
David Worthington	Copy of image of printed items/ephemera	Reproduction for Commercial non-book publication: electronic [300dpi] per image to a max of 10 images.			-	£50.00	41.67		New replacement/simplified service in line with current technology/demand.	
David Worthington	Copy of original Art Works	Where able to produce in-house [excl p&p]			-	At cost plus 10%	#VALUE!		New replacement/simplified service in line with current technology/demand.	
David Worthington	Information research	Library/Museum research 30 min free thereafter charge per 30 min.			-	£10.00	8.33		New service.	
Robin Daniels	ARCHAEOLOGY									
Robin Daniels	SECTION: TEES ARCHAEOLOGY									
Robin Daniels	Tees Archaeology	Dev Man - Preparation / agreemen	£100.00	102.50	2.50%	85.42	£100.00	83.33	0.0%	
Robin Daniels	Tees Archaeology	Dev Man - Preparation / agreemen	£200.00	205.00	2.50%	200.00	£200.00	166.67	0.0%	
Robin Daniels	Tees Archaeology	Dev Man - Meeting / Site Monitorin	£50.00	51.25	2.50%	42.71	£50.00	41.67	0.0%	
Robin Daniels	Tees Archaeology	Dev Man - Archive deposition - Mir	£100.00	102.50	2.50%	85.42	£100.00	83.33	0.0%	
Robin Daniels	Tees Archaeology	Agri- Environment scheme upto 50	£75.00	76.90	2.53%	64.08	£75.00	62.50	0.0%	
Robin Daniels	Tees Archaeology	Agri- Environment scheme over 50	£150.00	153.75	2.50%	128.13	£150.00	125.00	0.0%	
Robin Daniels	Tees Archaeology	Energy Crop scheme consultation	£60.00	61.50	2.50%	51.25	£60.00	50.00	0.0%	
Robin Daniels	Tees Archaeology	Consultancy / Development Manag	£500.00	512.50	2.50%	427.08	£500.00	416.67	0.0%	
Robin Daniels	Tees Archaeology	Consultancy / Development Manag	£150.00	153.75	2.50%	128.13	£150.00	125.00	0.0%	
Robin Daniels	Tees Archaeology	Project Management / Specialist S	£200.00	205.00	2.50%	170.83	£225.00	187.50	12.5%	comparative fees within profession
Robin Daniels	Tees Archaeology	Education Activities per day	£150.00	153.75	2.50%	128.13	£175.00	145.83	16.7%	comparative fees within profession
Robin Daniels	Tees Archaeology	Provision of Talk	£30.00	30.75	2.50%	30.75	£30.00	30.00	0.0%	
Robin Daniels	Tees Archaeology	Development Management Pre-App	£60.00	61.50	2.50%	61.50	£60.00	60.00	0.0%	

REGENERATION SERVICES COMMITTEE

5th December 2013



Report of: Assistant Director (Regeneration)

Subject: SELECTIVE LICENSING:
PREFERRED OPTION FOR EXPLORATION

1. TYPE OF DECISION/APPLICABLE CATEGORY

1.1 The report is for information.

2. PURPOSE OF REPORT

2.1 To feedback the initial outcome to the discussions of the Selective Licensing Working Group, following the report considered by the Regeneration Services Committee on 29th August 2013.

3. BACKGROUND

3.1 The findings of the consultation, which has been undertaken in existing Selective Licensing areas, together with the initial borough wide analytical work related to the consideration of a new proposed designation in the town, was considered and noted by Committee in August 2013.

3.2 Four options were presented in the report; the option to 'Do nothing' was discounted, by the Committee, at this stage. The remaining three options, below, were referred for further exploration.

- i) Borough wide licensing;
- ii) Licensing priority wards; or
- iii) Licensing of distinct streets and / or areas.

3.3 The proposal to set up a Working Group outlined in the report was also approved. The Committee requested the Vice Chair be appointed to the Working Group and that representatives from the Police be invited to the meetings from the outset.

4. SELECTIVE LICENSING WORKING GROUP

- 4.1 The Working Group has been established to explore the options in terms of proceeding with Selective Licensing in the town. The Working Group consists of key local authority officers (from Housing Services, Legal, Neighbourhood Management, Community Safety and Regeneration), Police representation and the Vice Chair of the Regeneration Services Committee.
- 4.2 It is proposed to extend the membership of the Working Group for future meetings to include additional frontline staff from the Neighbourhood Policing Team, key Registered Social Landlords and a representative from both the Health and Wellbeing Board and the National Landlords Association. The Selective Licensing Steering Group will also be utilised as a consultation sounding board, as part of the process to working up a justifiable proposal.

5. PREFERRED OPTION FOR EXPLORATION

- 5.1 Much of the discussion of the Working Group has built on the broad options analysis included as part of the Committee report in August 2013. Feedback from two seminars regarding the private rented sector, attended recently by officers from the Local Authority, was also provided to the Working Group; the learning from these seminars has been influential in terms of the Working Group's considerations to date. The evidence base and lessons learnt from the introduction of a borough wide Selective Licensing designation in the London Borough of Newham has also been used as a case study by the Working Group.
- 5.2 In conclusion, the preferred and most obvious option for exploration by the Working Group is 'Licensing priority wards' in Hartlepool. Going forward, the focus of the work will therefore be around the preparation of the business case for this option, which will be presented to the full Regeneration Services Committee for consideration and approval to begin the consultation process.
- 5.3 It should be noted that part of this exploratory work will include consideration as to whether there are alternative means of addressing the issues identified. The Working Group must also ensure any proposed scheme fits with the Housing Strategy and policies on homelessness and empty properties.

6. HARTLEPOOL COMPACT (SUPERSEDED BY THE VOLUNTARY AND COMMUNITY SECTOR STRATEGY)

- 6.1 Any resulting consultation will be undertaken in line with Objective 1 'Have a Say' of the Voluntary and Community Sector Strategy, which sets out undertakings for the Local Authority, its public sector partners and the Voluntary and Community Sector. The objectives of this strategy are intrinsically linked with the former Compact principles.

- 6.2 The consultation package will ensure all persons likely to be affected by a proposed designation have the opportunity to take part, and the process will be tailored to meet any specific requirements of the target audience(s), in line with prescribed government guidance for considering designating an area as subject to Selective Licensing.

7. EQUALITY AND DIVERSITY CONSIDERATIONS

- 7.1 The Equality and Diversity considerations relating to the process to consider designating further areas of Hartlepool are covered in the Cabinet report considered in September 2012.

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

- 8.1 The Section 17 considerations relating to the process to consider designating further areas of Hartlepool are covered in the Cabinet report considered in September 2012.

9. FINANCIAL CONSIDERATIONS

- 9.1 There are no new financial considerations. The preparatory work in relation to drafting a proposal has been absorbed into the work programme of existing officers.
- 9.2 The financial considerations relating to a proposal will form part of the business case preparation process.

10. RECOMMENDATIONS

- 10.1 The Committee is requested to note the content of the report.

11. REASONS FOR RECOMMENDATIONS

- 11.1 To ensure the Committee is kept up to date with regards to the strategic direction and focus of the Working Group.

12. BACKGROUND PAPERS

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

- (i) Minutes of the Selective Licensing Working Group on 04th November 2013 (draft version);

- (ii) Report of the Assistant Director (Regeneration) entitled 'Selective Licensing' (presented to the Regeneration Services Committee on 29th August 2013);
- (iii) Decision Record from the Regeneration Services Committee meeting on 29th August 2013; and
- (iv) Report of the Director of Regeneration and Neighbourhoods entitled 'Selective Licensing' (presented to Cabinet on 18th September 2012).

13. CONTACT OFFICERS

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REGENERATION SERVICES COMMITTEE

5th December 2013



Report of: Assistant Director (Regeneration)

Subject: QUARTERLY HOUSING REPORT JULY-
SEPTEMBER 2013/14

1. TYPE OF DECISION/APPLICABLE CATEGORY

The report is for information.

2. PURPOSE OF REPORT

- 2.1 To update the Regeneration Services Committee about progress across key areas of the Housing Service relating to empty homes, enforcement activity, Selective Licensing, Disabled Facilities Grants, housing allocations, the impacts of Welfare Reform and housing advice & homelessness prevention during the second quarter of 2013/14.

3. BACKGROUND

- 3.1 This report provides an update on progress and benchmarking across key areas of the Housing Service during Quarter 2, 2013/14 and updates the last report presented to the Regeneration & Neighbourhoods Portfolio Holder on 26 September 2013.

4. PROPOSALS

- 4.1 The report contains no proposals and is for information only.

5. EMPTY HOMES UPDATE

- 5.1 A total 43 properties were brought back into use within Quarter 2 of 2013/14 bringing the cumulative figure for 2013/14 to 48. The first two quarters of the year have a historically lower output due to the timing of incentive schemes and their target date for property refurbishment completions which is often March (Q4). Given the level of engagement with owners and the number of properties being brought back into use through incentive schemes it is

anticipated that the annual target of 60 will be achieved and exceeded by the end of the financial year.

Table 1 - Empty Homes Enforcement Activity

Enforcement Activity	Number of Active Cases	Number of Resolved Cases	Comments
Enforced Sale	2	1	Enforced Sale for unpaid Council tax – one resolved as owner has joined incentive scheme.
Compulsory Purchase Proceedings (CPO)	2	1	One CPO served and GVD ¹ currently being implemented. One is pending a decision and another property is undergoing refurbishment as part of lease incentive scheme.
S215 Action (Formal)	15	16	These cases resolved through negotiation. Outstanding cases progressing through the informal route.
S215 Action (Informal)	27	4	This route is progressed before formal action is taken.
Direct Action through S215	1	2	One owner agreed sale with Council and one direct action has been completed. Another direct action is pending. All S215 cases are reported to Planning Committee.
Positive Action (Top 20) – rolling top 20 enforcement list of longest empty and most problematic	18	8 ²	Negotiation with owners has commenced on 18 properties and some owners have joined the lease scheme.

- 5.2 Compulsory Purchase Proceedings have almost reached conclusion on the first property identified through the top 20 enforcement list. The second General Vesting Declaration (GVD) notice will be served in December and the Council will take possession of the property in January 2014. The CPO process in its entirety will have taken 18 months from first letter to taking possession in January 2014. Once acquired the property will be refurbished through the Empty Property Purchasing Scheme, let at affordable rent and managed by Housing Hartlepool.
- 5.3 Two enforced sales are also nearing conclusion. These two properties are also on the top 20 enforcement list and have large Council Tax debts. The charging orders have been issued and the next stage is to enforce the sale. However, the owner could pay the debt at this stage and prevent the enforced sale taking place. These properties will also be acquired and refurbished through the Empty Property Purchasing Scheme but are likely to be offered to the market first to get best value for the properties in accordance with best practice guidance. These enforcement activities demonstrate the Council's pro-active approach to empty property enforcement and are in-line with the adopted empty homes strategy.

¹ GVD – General Vesting Declaration (provides power to take ownership of property following compulsory purchase)

² Resolved through informal negotiation. Enforcement is escalated where negotiations fail.

Table 2 - Empty Homes Incentive Scheme Overview

Incentive Scheme	Number of Properties	Number completed and re-occupied	Comments
Empty Property Purchasing Scheme	70	18	Of the 70 included in scheme 15 are in agreed sale awaiting final legal completion.
Every Home Matters (lease scheme in partnership with Housing Hartlepool)	43	19	Work is currently underway on 14 properties.
Baden Street Improvement Scheme	19	8	19 out of 22 property owners engaged.

5.4 The Empty Property purchasing scheme originally included 9 units through the conversion of the Council owned Market Hotel. On further investigation it was found that the property was in extremely poor condition and required significant structural alterations to make it safe. The refurbishment costs significantly exceeded the available budget and the decision was made to exclude this property from the scheme. Since then the Council has continued to agree sales with a number of empty property owners bringing the figure to 70 properties either owned by the Council or in the agreed sale position.

6. ENFORCEMENT UPDATE

6.1 The enforcement update encompasses a number of key areas, including housing conditions, housing related statutory nuisance and problematic empty properties.

6.2 Table 3 sets out the service requests that have been received by the enforcement team during the course of the year. Previous year's figures are shown in brackets for comparison purposes.

6.3 The majority of these service requests fall into three main areas:

- Disrepair
- Empty Properties
- Nuisance

6.4 Overall the number of service requests received by the team has increased by 18% compared to the previous quarter and by 10% compared to the same quarter in 2012/13.

6.5 The number of disrepair cases is comparable to the first quarter of the year but has increased compared to the same quarter last year.

6.6 In total, hazards were removed from 13 privately rented properties during quarter two, including three following the serving of legal notices. In this quarter, one Housing Act 2004 Improvement Notice was served.

Table 3 – Enforcement Team Service Requests

Request Type	Number and % of Total Number by Quarter 2012/13							
	Quarter 1		Quarter 2		Quarter 3		Quarter 4	
Disrepair	53 (52)	26%	55 (43)	23%	(75)		(132)	
Empty & Insecure Property	42 (53)	21%	38 (45)	16%	(24)		(19)	
Empty property Nuisance	12 (44)	6%	13 (11)	5%	(8)		(10)	
Unauthorised Encampment	5 (1)	2%	4 (2)	2%	(0)		(2)	
Nuisance from Adjacent Property	30 (6)	15%	37 (36)	15%	(27)		(21)	
Nuisance from Occupied Property	43 (92)	21%	75 (66)	31%	(34)		(35)	
Filthy & Verminous	3 (0)	1%	2 (0)	1%	(4)		(1)	
Defective Drainage	10 (14)	5%	10 (10)	4%	(4)		(3)	
HMO Advice	2 (3)	1%	4 (3)	2%	(3)		(1)	
Immigration Visit	3 (2)	1%	1 (0)	1%	(0)		(2)	
Total Number of Requests	203 (267)		239 (216)		(179)		(226)	

- 6.7 The number of complaints regarding insecure empty properties in this quarter was comparable to the previous quarter and slightly lower than the same quarter last year. Overall, the number of complaints about insecure properties is expected to fall as the Council acquires them in pursuance of the Empty Property Purchase Scheme and through Housing Market Renewal. Six notices were served to require the securing of empty dwellings and 3 notices were served requiring the abatement of nuisance associated with empty properties e.g. to remove rubbish from within the property boundaries.
- 6.8 The overall number of service requests relating to nuisances (both occupied and empty properties) rose significantly from 85 in the first quarter to 125 in the second. This increase is largely attributed to the rise in nuisance complaints in relation to overgrown/untidy gardens.
- 6.9 In addition to the reactive work carried out, the team undertakes proactive work in relation to identifying problematic empty and nuisance properties through area based targeting in a number of areas, including the Carr/Hopps Street Regeneration area, Belle Vue, Burbank Street, Oxford Road and Cornwall Street areas. Officers continue to undertake proactive inspections of the Selectively Licensed properties, however access difficulties have impacted on the numbers undertaken.
- 6.10 Mandatory licensing of Houses in Multiple Occupation (HMOs) was introduced in 2007. This requires HMOs, three or more storeys in size with five or more occupants to be licensed. These licences remain in force for 5 years, unless there are circumstances that require a variation or revocation. Three Houses in Multiple Occupation (HMOs) were issued with mandatory HMO licences during the second quarter of 2013/14, bringing the total number of licences

currently in force to 12, and proposed licences were served regarding a further three properties.

7. SELECTIVE LICENSING UPDATE

7.1 Table 4 summaries the Selective Licensing activities undertaken since the scheme commenced in May 2009.

Table 4 - Selective Licensing Activity

Licensed Properties	2009/10	2010/11	2011/12	2012/13	2013/14 (Q1)	2013/14 (Q2)
Total number of properties licensed	46	482	52	152	27	21
Licences revoked	0	0	6	53	22	8
Gas/Electrical Safety						
Reminder Letters sent for Gas or Electrical safety Certificates		395	673	660	176	185
Notice Served for non supply of satisfactory Gas or Electrical Safety Certificate		139	422	331	54	91
Final Warning of court proceedings	0	0	0	119	5	23
Certificates Supplied following Reminder or Notice sent		257	492	649	122	120
Housing Standards Inspections						
Inspection of Licensed Property completed	0	86	220	100	5	15
Schedule of Works Sent with recommendation for action for Licensed property	0	10	140	38	3	2

7.2 During the second quarter of 2013/14, 21 properties were licensed bringing the total number issued since the beginning of the designation to 763. Of these, 682 remain in force as 81 have been revoked by mutual agreement for various reasons including:

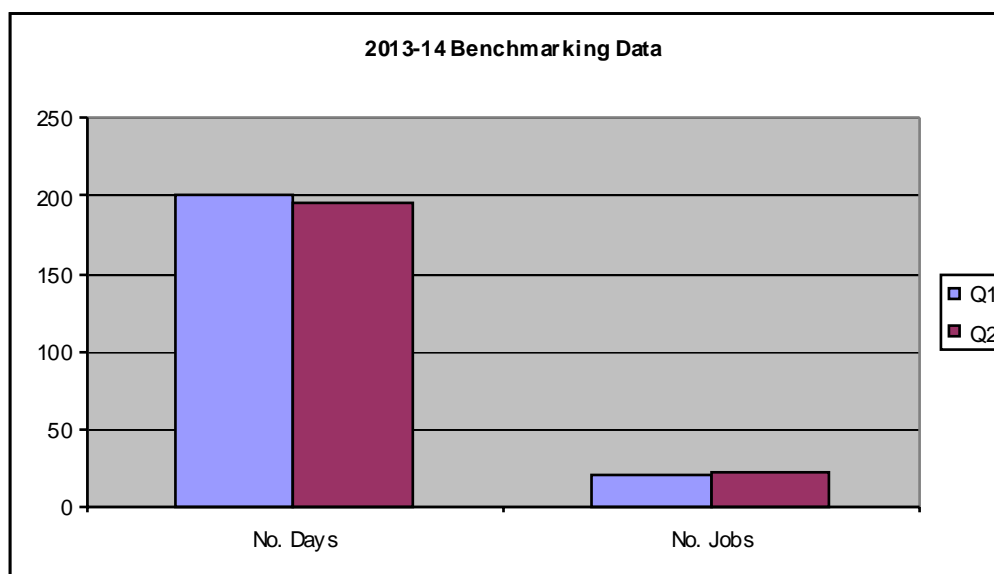
- Change of ownership
- Change of management agent
- Property no longer licensable

7.3 During the quarter three cases of non-compliance with the requirement to be licensed were considered for enforcement action and one case file was referred to Legal Services for formal enforcement action.

8. DISABLED FACILITIES GRANTS (DFG) BENCHMARKING DATA

8.1 During Quarter 2 of 2013/14, 23 DFGs were completed in Hartlepool and the overall time taken was 195 days. Benchmarking data has not been made available from the other members of the North East Adaptations Group for the first half of 2013/14. Figure 1 illustrates the time taken to complete DFG works in Hartlepool.

Figure 1 - Time Taken to Complete DFG Works in Hartlepool – 2013/14



8.2 At the end of Quarter 2, the number of applicants on the waiting list for a DFG increased to 143 at an estimated cost of £607,268. The DFG budget for 2013-2014 received from the Government is £437,717.

8.3 In Quarter 1, Committee was advised that in addition to the current waiting list there had also been a noticeable decrease in the number of adapted properties being advertised via the Choice Based Lettings system which could have an impact on the DFG budget. As a consequence an approach has been made to the Clinical Commissioning Group to request additional funding.

9. ALLOCATIONS SUMMARY

9.1 Choice Based Lettings (CBL) activity and performance is monitored on a quarterly basis and compared with our sub regional partners by the Sub Regional CBL Steering Group. However, the current CBL Coordinator has taken up a secondment role until the end of March 2014. The Steering Group has decided that until the end of 2013-14 performance information will not be collated sub regionally.

9.2 Although there is no sub regional performance information available for this quarter it has been decided that data relating to Hartlepool will still be presented to Committee. However, not all of the data that is normally provided

was available at the time of writing this report and will therefore be presented verbally at the meeting.

- 9.3 Performance information relating to the waiting list has been made available and is detailed in the paragraphs below.
- 9.4 The number of applicants who are 'live' on the system and able to bid has increased in Hartlepool during 2013-14. 30% of the waiting list continues to be made up from Housing Hartlepool applicants wanting a transfer.

Table 5 – Total number of 'live' applicants (able to bid)

2013-14	Hartlepool	Sub Regional Total
Quarter 1	2385	15609
Quarter 2	2552	Not known for Q2

- 9.5 To ensure that applicants in the greatest need are given preference for an allocation of accommodation, levels of housing need are categorised into bands. It can be seen that the increase in the waiting list is amongst applicants categorised with Band 4 priority – no or low level housing need.
- 9.6 Some applicants within the Priority Bands may also have cumulative needs. This figure has decreased since Quarter 1 to 28 applicants within Band 1 and 67 within Band 2.

Table 6 – Total number of 'live' applicants (able to bid) within each Band

	Band 1	Band 2	Band 3	Band 4	Total
Quarter 1 (2013-14)	206	548	58	1573	2385
Quarter 2 (2013-14)	235	540	65	1712	2552

- 9.7 Information on bids, lets, refusals and cross boundary moves will presented verbally to the Regeneration Services Committee.

10. IMPACTS OF WELFARE REFORM

- 10.1 The impacts of welfare reform on demand for social housing and on tenancy sustainability and homelessness continues to be monitored in partnership with registered providers.
- 10.2 Bidding activity continues to show that family houses are in low demand in certain areas of the town as reported in Quarter 1.
- 10.3 All registered providers have reported an increase in rent arrears due to Welfare Reform.

- 10.4 Terminations from the social rented sector to the private rented sector continue to increase across registered providers. Housing Hartlepool have reported that 27% of all their terminations relate to moves to the private rented sector, which represents a doubling from the start of the year.
- 10.5 As reported in section 9.5 above at the end of Quarter 2 there were 2552 applicants on the Housing Register. This represents an increase of 220 applicants since the start of the year. However, the majority of new applicants have been assessed as Band 4 priority – no or low housing need.

11. HOUSING ADVICE AND HOMELESSNESS PREVENTION ACTIVITY

- 11.1 The Housing Advice and Homelessness service carries out the Council's statutory duties in relation to homelessness and all aspects of housing advice. During Quarter 2 of 2013/14 1,370 customers accessed the service by visiting the Housing Options Centre, which is comparable to the number of customers seen in the first quarter.
- 11.2 During this quarter, active casework has increased and has been carried out for 317 clients needing detailed advice and assistance to resolve their housing issue, this includes 80 households who with officer assistance were prevented from becoming homeless. Officers were unable to prevent homelessness for 15 households and in accepting the Council's statutory duty arranged suitable alternative accommodation for these households. This is more than double the number of households accepted as statutory homeless during Quarter 1.
- 11.3 Table 12 provides a breakdown of the enquiry types clients have presented with during the quarter.

Table 12 – Housing Advice Casework 2013/14

Enquiry Type	Quarter 1	Quarter 2
Debt Advice*	35	59
Relationship Breakdown	25	50
Asked to leave	30	60
Possession Proceedings	28	54
Tenancy Advice*	19	30
Seeking Accommodation**	114	140
Total	251	315

* includes mortgage and rent arrears

12. HOUSING REPORTS ON FORWARD PLAN

- 12.1 There are no housing reports currently on the forward plan.

13. EQUALITY AND DIVERSITY CONSIDERATIONS

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

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

- 14.1 The Crime and Disorder Act 1998 requires local authorities to consider crime and disorder reduction in the exercise of all their duties, activities and decision-making. This means that all policies, strategies and service delivery need to consider the likely impact on crime and disorder. This legal responsibility affects all employees of the Council as well as those agencies that are contracted by, or that legally contract to work in partnership with the Council in the provision of services.
- 14.2 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. The key areas of Housing Services have been developed with the reduction of crime and anti social behaviour in mind.

15. RECOMMENDATIONS

- 15.1 Committee members to note the contents of the report and the progress made across key areas of the Housing Service for information purposes.
- 15.2 To decide which, if any, other key areas need to be included in future reports, for information purposes.

16. REASONS FOR RECOMMENDATIONS

- 16.1 To ensure that committee members are informed about key activities across the Housing Service.

17. BACKGROUND PAPERS

- 17.1 There are no background papers to the report.

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REGENERATION SERVICES COMMITTEE

5 December 2013



Report of: Director of Public Health

Subject: QUARTERLY UPDATE REPORT FOR PUBLIC PROTECTION

1. TYPE OF DECISION/APPLICABLE CATEGORY

This report is for information

2. PURPOSE OF REPORT

2.1 To update the Regeneration Services Committee on performance and progress across key areas of the Public Protection service.

3. BACKGROUND

3.1 The Public Protection service consists of three discrete teams: Commercial Services, Environmental Protection and Trading Standards & Licensing.

3.2 The Commercial Services Team carries out inspections, complaint investigations and sampling to ensure that food is safe and fit to eat and that workplaces are safe.

3.3 The Environmental Protection Team is involved with noise and pollution related matters as well as providing a comprehensive service for pest control and managing and promoting the open market.

3.4 The Trading Standards & Licensing Team ensures that the business sector complies with a wide range of trade and consumer legislation. The team also issues and carries out enforcement relating to a large variety of licences, including Alcohol, Entertainment, Takeaways, Taxis, Gambling and Fireworks.

3.5 This report provides an update on performance and progress across key areas of the Public Protection service for 2013/14.

4. OUTLINE OF WORK

4.1 The work carried out by the Public Protection Service falls into three distinct areas:

1. Planned work. This consists predominately of programmed interventions, sampling and projects.
2. Reactive work. This involves responding to matters such as accident notifications, complaints and infectious disease notifications.
3. Licensing. The processing and issue of licences and permits.

5. PROGRAMMED WORK

5.1 The majority of the work programmed for 2013/14 for the Food, Health & Safety at Work and Trading Standards service areas is detailed in their respective service plans.

5.2 Planned Work. All interventions carried out by the service are risk based in accordance with national guidance. The table below details the number of inspections carried out in each area of work.

Interventions	Q1	Q2	Q3	Q4	Total
Food Hygiene	85	81			166
Food Standards	69	42			111
Feed Hygiene	1	1			2
Animal Health	0	0			0
Health & Safety	66	115			181
Trading Standards	89	177			266
Licensing	53	18			71
Prescribed Processes	0	0			0
Smoke Free	115	203			318

5.3 A programme of sampling has been drawn up to assess the microbiological quality, composition and labelling of food, water & environmental surfaces. Details of the programme are included in the Food Law Enforcement & Health & Safety Service Plans.

5.4 The five Tees Valley Authorities have been successful in their bid to receive £37,566 funding as part of the Food Standards Agency National Coordinated Food Sampling Programme 2013 -14. A total of 236 samples are to be collected over a 6 month period. Hartlepool has been allocated 161 of these samples. This work has been included in the sampling programme.

Samples are to be examined for allergens, meat species, mis-description and adulteration of orange juice, added water in chicken and authenticity of durum wheat. Food contact materials will also be sampled.

The table detailed below provides the details of the samples taken.

Sample Details	Q1	Q2	Q3	Q4	Total
Microbiological Water *	52	64			116
Microbiological Food & Environmental	46	80			126
Food Labelling & Composition	13	39			52
Water Chemical	6	3			9

- Microbiological water samples are taken from swimming pools, spa pools, private water supplies & mains supplies.

5.5 Sampling has continued on two cross regional surveys. One survey is focusing on hairdressers and beauty salons, with water samples and swabs being taken from these premises. The other survey is focusing on hygiene and food safety in takeaway premises, with a Food Hygiene Rating of 3 or less. Swabs, cleaning cloths and a variety of hot and cold food samples are being sampled.

Imported dried fruit has been sampled for the presence of heavy metals. Along, with soft cheese, the fat and salt levels of these cheeses have been checked. All labelling and compositional standard sampling have produced satisfactory results.

- **Fish Species Sampling.** In July 2013 thirteen samples of Cod, from Takeaways or Restaurants, were taken and sent for analysis for fish species. All samples were deemed to be satisfactory. The sampling had been planned for later in the year but was brought forward following a few complaints relating to fish species.

5.6 The following projects are being carried out this year.

- **Disposable BBQ's**

Carbon monoxide is released from burning and cooling disposable BBQ's and has, over the past two years, killed 8 people.

Most of these victims were campers who had brought their BBQ into their tent to keep warm or to keep the campsite clean and tidy at the end of the day.

Hartlepool Trading Standards visited all local retailers and examined the labelling of all disposable BBQ's that were for sale. The results were extremely disappointing with only 8 of the 23 carrying any warning about the dangers of carbon monoxide poisoning.

As a result of their findings a press release was issued to warn local residents about how to safely use the throwaway picnic cookers and work has begun at a national level to try and have the labelling improved. The press release resulted in significant media coverage including radio and newspaper

coverage and two national carbon monoxide campaign groups have endorsed Hartlepool's proactive approach.

- **Fire Surround Safety**

Nine children, aged 6 or under, have been killed in the UK and Ireland by heavy stone fire surrounds that have detached from a wall and fallen onto the child.

Trading Standards has produced guidance on how these heavy fire surrounds should be safely fitted and officers have been visiting local retailers and installers to ensure this new guidance is followed and understood. The response from local companies has, so far, been excellent.

- **E-Crime**

The Trading Standards Service is required to adapt to a rapidly changing trading environment and, as part of this, the Service has set up a covert computer system that will allow it to monitor illegal traders operating in Hartlepool. The new system will allow officers to search for, and identify, sellers of dangerous or counterfeit products and, where necessary, prosecute them.

- **Average Quantity**

Most pre-packed goods available for sale in Hartlepool are packed to an 'average weight' meaning that not every pack will contain the apparent stated weight. There are detailed laws in place to ensure that such goods are packed according to strict quantity control standards and Trading Standards officers are required to test these standards to ensure the laws are being complied with. A number of years ago a baker was fined £5000 for selling significantly underweight bread in Hartlepool.

A wide variety of products have been tested this year including meat, coffee and bread and all products have been found to comply with requirements.

- **Survey of Hygiene in Hairdressers and Beauty Salons.**

This survey aimed to use microbiological methods to assess the general cleanliness and hygiene standards in place in hair and beauty premises. Eighteen premises in total were visited during the sampling period.

The survey involved taking swabs from hand and equipment contact surfaces and disposable items, such as nail files. Water samples were also collected of tap water used for hand washing and shower water. All results came back satisfactory, with the exception of one wash hand basin water sample which had a raised coliform bacteria count. This is an indicator of poor hygiene and cleaning. Advice was given and a re-sample was taken. A satisfactory result was achieved for the re-sample.

- **Health & Safety Campaign in Health & Social Care Homes:**

Following the death of an elderly resident who fell from a first floor window of a Hartlepool residential care home, in 2012, this campaign was identified as a priority area of work for the Commercial Services Team.

Initially a letter was sent to all residential and nursing homes in the town. The aim was to raise awareness of the risks associated with falls from windows and balconies in social care settings and to draw attention to an information sheet, which was published by the Health & Safety Executive (HSE) in August 2012, that provides guidance on control measures that can be implemented.

In general the HSE regulates nursing homes and councils are responsible for residential care homes. Accordingly the team visited all of the residential care homes in Hartlepool. Of the 25 visited; 2 had ceased operation.

During these visits Officers carried out a visual inspection of the systems in place to restrict window openings and assess compliance with relevant legislation and associated guidance. In all but 4 premises (which happened to be single storey premises) some form of intervention was deemed necessary.

In total 6 Deferred Prohibition Notices were served prohibiting the opening of windows in 5 premises, which had missing or unsuitable window restrictors in place enabling vulnerable service users to fall a distance liable to cause serious personal injury. Improvement Notices were also served requiring work to be carried out to restrict window openings at 2 premises.

A further 12 letters were sent recommending that additional works be carried out. These works mainly concerned the replacement of screw fixings used to hold restrictors in place, with tamper-proof fittings so that they could not be removed or disengaged using readily accessible implements (including cutlery) and require a special tool or key.

Where appropriate revisits were carried out to ensure that the schedule of work had been completed and compliance with the Deferred Prohibition and Improvement Notices achieved. Where the dutyholder operated care homes in other areas our findings were shared with the relevant enforcement authorities.

- **FSA coaching visits:**

During this quarter the Team worked closely with the Food Standards Agency (FSA) to improve food hygiene standards in our lowest rated premises. In July, consultants appointed by the FSA visited 12 of these premises, all of which were cafes or takeaways rated as 2 or less according to the Food Hygiene Rating Scheme (FHRS). These coaching visits lasted up to 2 hours each and involved a thorough appraisal of the systems in place to ensure that food was prepared hygienically. Feedback reports were provided detailing areas of good and bad practice, along with the improvements recommended by the consultants.

Of these 12 premises, one closed down shortly afterwards but the remaining 11 all received follow-up visits by officers from the Public Protection Team, to assess whether these businesses had improved following the coaching. Where an improvement was apparent, the business was re-inspected in accordance with the FHRS. The results were as follows:

4 businesses demonstrated a significant improvement in standards and were re-rated following an unannounced inspection. One increased from 2 to 5, one from 1 to 4, one from 1 to 3 and one from 2 to 3.

4 businesses demonstrated some improvements. 2 of these did not want to apply for re-rating, though both are due inspections anyway in late 2013, when they will receive new ratings. The other 2 will receive unannounced inspections in Oct and Nov 2013, following applications for re-rating received recently.

3 businesses had not improved significantly and their ratings did not change. Officers continue to work closely with these businesses to produce the required improvements.

- **Precious metals project**

Ten premises were visited and were checked for compliance with the Non Automatic Weighing Instruments Regulations 2000. Weighing machines used by the traders for weighing gold that they buy from customers were tested. Such machines are subject to strict legal control for accuracy and suitability. The findings were typically satisfactory with only one premises using a machine which exceeded the permitted error limits and was not passed as fit for trade use. It was however in the customer favour. Nevertheless the trader has been issued with a notice to cease using the scale and provided with guidance for obtaining an appropriate replacement.

Other problems identified were a number of machines not being balanced correctly meaning that weighing indications could be inaccurate. A letter was sent to all traders advising about best practice procedures when using such weighing machines. This included a warning to ensure machines are tared (set to zero) before use and were balanced correctly.

6. REACTIVE WORK

6.1 The reactive work carried out by the Public Protection service is in the main complaint related. Other reactive work relates to accident & infectious disease notifications. Details of all reactive work are given in the table below.

Number of Complaints by Service Area	Q1	Q2	Q3	Q4	Total
Food	13	20			33
Health & Safety at Work	8	6			14
Pest Control - Rats	227	150			377

Pest Control - Mice	28	19			47
Pest Control - Insects	61	271			332
Noise - Commercial	34	17			51
Noise - Domestic	111	189			300
Air Pollution	14	21			35
Trading Standards	78	97			175
Accident Notifications	10	17			27
Licensing	14	12			26
Infectious Disease Notifications	20	42			62

6.2 Out Of Hours Noise. The Public Protection service provided an out of hours noise service between 10:00pm and 3:00am every Friday and Saturday night from Friday 31st May 2013 through to Sunday 1st September 2013. The service dealt with a total of 33 calls during June and 121 from July to end of August. The majority of the calls concerned noise from parties and amplified music. All of the complaints were resolved informally with the individuals concerned.

In addition to the noise enforcement work undertaken the team, when the opportunity permits, carries out surveillance and enforcement work against premises that are carrying out licensable activities that should be licensing by virtue of the Licensing Act 2003 – this typically includes take aways operating longer than their licence permits or pubs and clubs operating outside their current licences. This year 94 visits were made to take away premises and 38 to public houses.

This additional work has resulted in a number of premises applying or varying licences so that their operations can legally continue, several premises have had their licences reviewed using evidence obtained by the Noise Team and formal legal action has been taken against a number of premises that consistently flouted the law despite being given warnings.

7. LICENSING

7.1 The number of licences & permits issued by the service are detailed in the table below. The majority are issued under delegated powers, however if an objection is received during the consultation process or the applicant does not meet the necessary criteria the application will be determined by a Licensing Sub Committee.

Number of Licenses / Permits Issued	Q1	Q2	Q3	Q4	Total
HC / PH - Drivers	124	115			239
HC / PH - Vehicles	96	102			198
Operators Licenses	1	0			1
New Licensing Act Applications	2	4			6
Licensing Act - Variations	2	4			6

Licensing Act - Personal licenses	20	5			25
Licensing Act - Temporary Events Notice	24	44			68
Licensing Act (Other)	23	25			48
Street Trading applications	5	20			25
Other	22	10			32

8 ENFORCEMENT

- 8.1 During the first quarter no formal enforcement notices have been served. During the second quarter 6 Health & Safety deferred prohibition notices were served and 4 improvement notices.

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

- 9.1 [There are no implications under Section 17](#)

10. RECOMMENDATIONS

- 10.1 That the Regeneration Services Committee notes the content of the report and the progress made across key areas of the Public Protection service.

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

- 11.1 There are no appendices to this report

12. BACKGROUND PAPERS

- 12.1 There are no background papers

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