

SOUTH NEIGHBOURHOOD CONSULTATIVE FORUM AGENDA



Friday, 11th August 2006

**at 6 p.m.
(Please note time)**

at Ow ton Manor Community Centre, Wynyard Road

MEMBERS: SOUTH NEIGHBOURHOOD CONSULTATIVE FORUM:

Councillors Cook, Gibbon, Hill, James, Johnson, Lilley, A Marshall, Preece, Rayner, Turner, M Waller, Wistow and Young

Resident Representatives:

Mary Green, Allan McPartlin, Iris Ryder and Joan Smith.

- 1. WELCOME AND INTRODUCTIONS**
- 2. APOLOGIES FOR ABSENCE**
- 3. TO RECEIVE ANY DECLARATIONS OF INTEREST BY MEMBERS**
- 4. MINUTES**
 - 4.1 To confirm the minutes of the meeting held on 16th June, 2006 (attached)
 - 4.2 Matters arising
- 5. PUBLIC QUESTION TIME**
- 6. ITEMS FOR CONSULTATION**
 - 6.1 Annual Library Plan 2006/07- Director of Adult and Community Services

7. ITEMS FOR DECISION

- 7.1 Minor Works Proposals – Town Care Manager

8. ITEMS FOR DISCUSSION INFORMATION

- 8.1 Travel to School Strategy – Karen Wilkinson, Regional School Travel Advisor
8.2 Housing Hartlepool – Improving Service Update – Presentation by Cath Purdy

9. ITEM REFERRED FROM SCRUTINY

- 9.1 Update on Neighbourhood Services Scrutiny Forum's consideration of options and proposals for the development of a policy for the provision of public conveniences in Hartlepool – (Councillor G Hall, Chair of Neighbourhood Services Scrutiny Forum)

19. WARD ISSUES

11. DATE, TIME AND VENUE OF NEXT MEETING

The South area Police and Community Safety Meeting is to be held on Friday 8th September 2006 commencing at 10am at Owton Manor Community Centre, Wynyard Road

Resident Representatives Elections are to be held on Friday 29th September commencing at 6pm at Owton Manor Community Centre, Wynyard Road

WARDS

Fens
Greatham
Ow ton
Ross mere
Seaton

***SOUTH NEIGHBOURHOOD
CONSULTATIVE FORUM***

16th June 2006

MINUTES OF THE MEETING



PRESENT:

Vice-Chair: Allan McPartlin (Resident Representative) (In the Chair)

Councillor Shaun Cook	- Ross mere Ward
Councillor Steve Gibbon	- Fens Ward
Councillor Geoff Lilley	- Greatham Ward
Councillor Ann Marshall	- Ross mere Ward
Councillor Pat Rayner	- Fens Ward
Councillor Michael Turner	- Seaton Ward
Councillor Gerald Wistow	- Ow ton Ward
Councillor David Young	- Seaton Ward

Resident Representatives:

Mary Green, Iris Ryder and Joan Smith

Public: D M Clark, Elsie Grint, Rose Kennedy, Alison Lilley, Mr Oxley, Michael Way and Dennis Wilson

Council Officers: Dave Stubbs, Head of Environmental Management
Dave Frame, Neighbourhood Manager
John Mennear, Assistant Director (Community Services)
John Day, Neighbourhood Services Officer
Chris Barlow, Principal Community Strategy Officer
Keeley Metcalfe, Community Environmental Action Officer
Peter Nixon, Senior Traffic Technician
Jo Wilson, Democratic Services Officer

HVDA Representative: Lesley Hall

Cleveland Police Representatives: Dave Galloway, Stuart Longstaff, Mark Watson

Hartlepool Primary Care Trust (PCT) Representative: Kevin Aston

1. WELCOME AND INTRODUCTIONS

The Vice-Chair announced that two Resident Representative, Ron Foreman and Steve Gibbon, had resigned from the South Neighbourhood Consultative Forum. The Forum asked that tribute be paid to them for their work within the Forum and the community as a whole.

The Vice-Chair welcomed newly elected Councillors Shaun Cook and Steve Gibbon to the Forum.

2. APOLOGIES FOR ABSENCE

Apologies were received from Councillors Mick Johnson and Arthur Preece.

3. DECLARATIONS OF INTEREST

None

4. CONFIRMATION OF THE MINUTES OF THE MEETING HELD ON 24th MARCH 2006

The minutes were confirmed

5. MATTERS ARISING

Page 2 – in reference to the comment by the Chief Financial Officer that the amount of Council Tax paid in Hartlepool was lower Councillor Geoff Lilley directed the Forum to the website of the Deputy Prime Minister. This showed that Hartlepool spent more per head on Council Tax than any other unitary authority.

Page 6 – in response to a question from Councillor Steve Gibbon the Neighbourhood Services Officer advised that £3,500 would fund 35 dropped crossings.

6. CONFIRMATION OF THE MINUTES OF THE SOUTH NEIGHBOURHOOD CONSULTATIVE FORUM PARISH COUNCIL LIASON MEETING HELD ON 22ND APRIL 2006

The minutes were confirmed

7. PUBLIC QUESTION TIME

Resident Representative Mary Green queried the lack of response to a number of telephone call she had made to the police regarding anti-social behaviour. A large group of youths had been loitering and intimidating old people and despite numerous calls made by Mrs Green nothing had been done. Sgt Galloway acknowledged the public right to know what kind of response to expect and agreed to speak to Mrs Green after the meeting. Anti-social behaviour was being targeted in the area in question.

Resident Allison Lilley drew the Forum's attention to the return of gypsies on the land behind B&Q. The previous evening a fire had been seen in the copse. The Neighbourhood Manager advised anyone with concerns to telephone the Richard Court emergency number (01429 869424) or alternatively contact the police or fire brigade. The Vice-Chair commented that the Environment Agency had a fire ban on the area. The Neighbourhood Manager would contact the Enforcement Action Team regarding this matter.

8. PRESENTATION – THE H2O FEASIBILITY STUDY – A FUTURE WATER SPORTS CENTRE FOR HARTLEPOOL – CONSULTATION ON THE STUDY CONCLUSIONS

The Assistant Director (Community Services) gave a detailed presentation on the findings of the H2O feasibility study.

This had given consideration to the possibility of a major new leisure attraction for Hartlepool. Information was given on the vision behind the project, the proposed facilities, estimated costs, related funding and the economic impact it would have on Hartlepool. The future of Mill House Leisure Centre was also discussed. The following issues were then raised:

Councillor Gerald Wistow applauded officers for thinking of the future and thanked them for consulting the public. However he felt it was wrong for this to be consulted upon when the fate of Rossmere Pool was still not finalised. Money should go to local facilities which were easily accessible to the local community. Local needs had to come first. The Assistant Director said he appreciated it was a major scheme but if action was not taken soon Mill House Leisure Centre could be lost and then there would be no swimming facility at all. Local swimming pool feeder provision was being looked at as part of the H2O development.

Resident Representative Iris Ryder asked where ultimate responsibility for the development would lie. Mill House Leisure Centre had not been up to the international standard promised at the initial planning stage, would that be avoided? The Assistant Director advised that a series of inspection procedures would be put in place.

Councillor Steve Gibbon asked if Mill House would remain open. The Assistant Director confirmed it would, as part of a smooth transition between sites. If the decision was made to refurbish Mill House it would have to close. Councillor Gibbon then commented that the proposed centre would be fantastic for the Marina but not accessible to people in the South Forum area. Would there be concessions available? The Assistant

Director said the pricing would be based on existing Mill House prices where concessionary rates were available.

Councillor Shaun Cook thanked the Forum for their support over Rossmere Pool. As Chair of the Hartlepool Swimming Club he called on everyone to support the proposal which he described as 'brilliant'. However he referred to his passion to reopen Rossmere Pool which was an eyesore. Appropriate funding needed to be put in to maintain any new premises in the town.

Councillor David Young said the concept was brilliant but asked if the centre could be situated in Seaton where there was a ready made site with an infrastructure in place. He also felt the figure of £25 million was too small and a larger investment should be considered.

Resident Allison Lilley asked who would own the premises, as this would determine admission costs. The Assistant Director said he was aware of the concerns but it was too early to talk about funding. Whoever owned it would need to encourage people to attend though, otherwise it would not be a successful enterprise. There was no benefit to pricing people out.

Councillor Geoff Lilley raised the issue of maintenance, saying existing facilities were not maintained or used as they should be. He called on officers to think big on this project and hoped it would get widespread support. However he was concerned about where the funding would come from and whether the premises would be maintained effectively.

Councillor Pat Rayner requested a timescale on the project, as she was concerned that if the project took too long the costs would increase. The Assistant Director acknowledged a 2012

completion would be ideal but the development would take a lot of time.

Councillor David Young felt that the consensus was that people were in favour of the proposal but wished to retain local facilities as well. Councillor Gerald Wistow proposed that a letter be sent to the Assistant Director from the forum outlining these concerns as follows:

“The Forum recognises the potential contribution of the H2O Centre to the regeneration of the town and the enhancement of its reputation. However it does not believe the Centre should be developed at the expense of maintaining or improving local facilities that contribute more directly to community cohesion in the South of the town. Consequently, it calls for all future development of the proposed Centre and consultation about it to be part of a comprehensive, costed plan for local as well as town-wide development”.

This was agreed by the Forum

The Chair thanked The Assistant Director for his attendance and for answering questions.

9 PUBLIC CONVENIENCES

The Head of Environmental Management presented a report detailing a proposed policy in respect of public convenience provision. Members were given information on the current condition of public conveniences around Hartlepool, including budget information and the results of previous public consultations on the issue. A series of proposals were then submitted to the Forum for consideration. In the South area these were as follows:

- Former Baths Site – Seaton Carew – demolition of the existing facility and erection of a new facility

- Clock Tower – Seaton Carew – carry out only essential maintenance prior to erection of new facilities
- Rocket House – Seaton Carew – to demolish existing facilities and build a new facility adjacent to the site
- Seaton Carew Park – no action to be taken other than essential maintenance
- Rossmere Park – to maintain and improve the facilities

The report also recommended that all Council owned buildings should provide, wherever possible, public toilet facilities. Additionally town centre landlords should be encouraged to make their facilities open to the public. Details of the consultation process were given.

Councillor David Young asked that the new facilities at the Rocket House be up-to-date (with changing facilities and foot showers) and permanently staffed. The Head of Environmental Management said this could be considered but would be very costly. It was proposed that the premises be cleaned several times a day

Councillor Ann Marshall queried the lack of costings in the report. The Head of Environmental Management directed the forum to a report submitted to Cabinet on 12th April 2006 which had a full breakdown of costs. He had been reluctant to give specific cost details as they would be covered by the current budget and had wanted the issues to be debated rather than the costs.

Resident Allison Lilley asked if the police were currently using the Rocket House. The Head of Environmental Management explained that there were some

maintenance issues and they were currently not using the building.

Councillor Mike Turner accepted the recommendations on the Clock Tower and Rocket House but asked that the premises on Coronation Drive be demolished only when they were certain to be rebuilt. The Head of Environmental Management explained this was a decision for Cabinet.

Resident Representative Iris Ryder commented that of the four Seaton toilets only one was in use. The Head of Environmental Management said the Seaton Carew baths facilities were open during the day and in the summer months. Mrs Ryder said she hoped the movement of the Clock Tower facilities was not a precursor to the loss of its listed building status. The Head of Environmental Management confirmed this would not happen.

Councillor Steve Gibbon asked what the security provisions would be. The Head of Environmental Management said the use of blue lights had been championed by the Disabled Access Group but the Drug Enforcement Team felt they were an ineffective deterrent. This issue was still under consideration.

10. COMMUNITY STRATEGY REVIEW

The Principal Community Strategy Officer gave a presentation on the Community Strategy Review 2006. The Forum was advised that the final Community Strategy had been agreed in 2002 with a five-year review deadline. The intention was to have a new Community Strategy for Hartlepool in place by the end of March 2007.

Details were given of the three-stage review process and a proposed timetable was outlined. Questionnaires on the new Community Strategy were distributed to

those present and their availability through the Hartlepool Partnership website was highlighted. The Head of Community Strategy urged people to get involved in the consultation process.

11 PRIDE IN HARTLEPOOL PROJECT UPDATE

The Community Environmental Health Officer gave a short update on Pride in Hartlepool Projects implemented in the South Forum area during 2005 and early 2006. Nine projects were outlined to the forum, with details given of the work carried out. The following points were then raised:

Councillor David Young asked if the funding was ongoing. The Community Environmental Health Officer reported that the European Regional Development Funding had recently ended after three-years but the Pride in Hartlepool Small Grants Scheme would continue.

Resident Allison Lilley applauded the work carried out at Seaton Carew Nursery School but asked if the wildlife would be able to get past the fencing around the pond. The Community Environmental Health Officer said smaller creatures would be able to but larger creatures may not be.

12. MINOR WORKS BUDGET – ALLOCATION OF FUNDING FOR 2006/07

The Neighbourhood Manager advised the Forum that £52,000 had been delegated to the South area for the 2006/07 financial year with an additional £20,000 for highway related works. Further to this, an additional £15,000 was allocated to address the common issue of the conversion of grass verges to hard standing, where the Forum considered this appropriate.

The Forum was reminded of the framework for consideration of proposed schemes and the Neighbourhood Manager indicated that proposals would be welcome from Ward Councillors and residents.

Resident Representative Iris Ryder requested that when the footpath outside the Victoria Road Health Centre was repaired the bollards be put in place first to prevent cars mounting the pavement. The Neighbourhood Manager agreed to pass this on to the relevant people in Central Forum area.

In response to a query from Councillor David Young the Neighbourhood Manager confirmed that the allocated funding for Minor Works was fully spent in the previous year.

13. WARD ISSUES

Councillor Pat Rayner reported a problem with the extension to the path in the Fens car park. The Neighbourhood Services Officer had previously asked the resident/owner to patch out the path and would continue to press for this. In response to further questions from Councillor Rayner the Neighbourhood Services Officer advised that Highways were currently formulating a programme for the repair of roads and potholes. Details would be brought to a future forum meeting.

Councillor Gerald Wistow requested an update on the progress of the new health centre on Wynyard Road. He called on the PCT, Housing Hartlepool and the Environmental Service to get together to look at the condition of the area. The PCT Representative informed the forum the new centre would open in the next few weeks. In the meantime a new service for emergency care practitioners had opened in Wynyard Road. It was

intended as a walk-in alternative to A&E and would initially have regular 9-5 opening hours with extensions a possibility. There were plans to advertise it through residents associations and the local media.

Councillor Ann Marshall referred to the condition of the Stockton Road slip road. Also there were potholes at the back of Wynyard Road shops.

Resident Representative Mary Green asked for more information on the Stroke Building on Wynyard Road. The PCT Representative reported that this was intended as a base to provide services to stroke victims in the community.

Councillor Steve Gibbon drew the forum's attention to the slow-moving traffic on Truro Drive. This was a result of the temporary closure of Owton Manor Lane for maintenance. He asked if anything could be done to alleviate the problem but the Neighbourhood Manager advised that this would only move the problem to Catcote Road and the other arterial routes. Councillor Pat Rayner asked if a sign could be erected advising drivers of possible delays. The Neighbourhood Manager reported that there was an existing diversion sign in place but officers would consider another sign.

Resident Allison Lilley asked if action could be taken against drivers using Fens Crescent as a rat run to bypass Truro Drive. The Neighbourhood Manager said this would be looked when the previous issue was addressed.

Councillor Geoff Lilley raised the following issues:

- Parking problems on Saltire Terrace – The Neighbourhood Services Officer advised that a pricing scheme was currently under consideration

- Saltaire Terrace footpath alongside the school was still in need of landscaping – The Neighbourhood Manager advised that the reinstatement of the path was being looked at
- The need to keep the road leading from Hill View down to the cemetery footpath to a reasonable standard. Money had been spent on the scheme itself but it was now being neglected. Could it be put on a regular maintenance programme? The Neighbourhood Manager believed it ought to be back on a proper maintenance cycle but he would ensure this was the case.

Councillor Shaun Cook reported that there were overhanging trees on Crail Walk. The Arboriculturalist was going to take care of the problem.

Councillor Ann Marshall requested a progress update on the paths in Rossmere Park. The Neighbourhood Services Officer had met with the Parks Development Officer and would be meeting with the Friends of Rossmere Park on a future date. Councillor Marshall then raised the problem of vandalism at Jutland Road Community Centre. She asked if the pitch in Rossmere Park could be resurfaced as a way of diverting trouble from the centre. The Assistant Director of Community Services undertook to investigate this.

Councillor Marshall also referred to trouble in the playground near Jutland Road. The Assistant Director (Community Services) advised that all town playgrounds were inspected daily and this particular playground had been refurbished three years ago. He acknowledged that it had deteriorated

quite badly in the intervening years and would investigate.

Resident Dorothy Clark raised the following issues:

- Recycling – the people collecting it were dropping items and not picking them up. The public were getting annoyed. The Neighbourhood Manager said he would reinforce the message with the contractors.
- Lights at Kings Meadow, directly behind the existing traffic lights – they were a waste of electricity. The Neighbourhood Manager advised that they must be security lights but he would investigate further.
- There were no specific recycling measures in place for the disposal of nappies. The Neighbourhood Manager would speak to the Waste Management Manager on this issue.

Councillor Geoff Lilley asked if alternatives to the current highway maintenance programme could be looked at as it was grossly underfunded. He suggested using two workers with a pick-up truck to tarmac over the problems which the contractors would not. The Neighbourhood Manager informed the forum that only works warranted under the present criteria were actioned. Extra finance for backlog repairs was under consideration. In response to a query from Resident Representative Joan Smith the Neighbourhood Services Officer advised that the minimum depth for a pothole to qualify for repair was 40mm on the road and 20mm on the path.

Councillor David Young drew the Forum's attention to the parking situation near the

Family Assessment Centre on Station Lane. A bus stop had been located outside the centre but was constantly left unable to reach the kerb due to cars parking there. He asked if measures could be taken to prevent this such as yellow lines or advice being given from staff at the centre. The Senior Traffic Technician reported that this site was already being considered for a bus clearway order.

Councillor Young also referred to traffic problems on Farndale Road. Cars were parking near the wall and as this was a narrow street with paving on one side only there was some concern that emergency vehicles could be prevented from gaining entry in the future. The Neighbourhood Manager advised that a petition to tarmac the other side of the street had gone to the appropriate portfolio holder three years ago and been turned down. The Neighbourhood Services Officer would revisit this issue.

Resident Representative Iris Ryder reported problems at the bridge near the recycling depot near Newburn Bridge. The equipment used to clear mud out of the gullies was not performing adequately and as a result was depositing dirt where it should be removing it. The Neighbourhood Manager advised that he would ensure the vehicles were operating correctly in these areas.

Resident Allison Lilley asked if a dog foul bin could be installed in the middle of Caistor Drive midway between the existing bins.

13. DATE, TIME AND VENUE OF NEXT MEETING

Thursday 11th August 2006 at 6.00pm at
Owton Manor Community Centre,
Wynyard Road

A MCPARTLIN

CHAIR

Report of: Director of Adult and Community Services

Subject: ANNUAL LIBRARY PLAN 2006/07

1. PURPOSE OF REPORT

- 1.1 To consider the draft Annual Library Plan (**Appendix 1**) for consultation.

2. BACKGROUND

- 2.1 In 2006 Hartlepool Borough Council produced the document 'Service Planning 2006/7 – a unified approach'. The Annual Library Plan incorporates these guidelines and identifies how library services link directly to the objectives of both the Adult & Community Services Departmental Plan and the Corporate Plan. The Plan also sets out how library services in Hartlepool are adapting and developing to meet the DCMS ten-year forward plan for libraries, 'Framework for the Future'. In line with the guidelines of this document, Libraries in Hartlepool have increased capacity to develop services in the areas of lifelong learning, reader development, ICT and services to pre-school children.
- 2.2 The Library Impact Measures described in last year's plan and report are now formally collected as part of the CIPFA annual statistical return. However following discussion between MLA (Museums Libraries and Archives Council) and the Audit Commission, at this stage it is not proposed that they will be included in this year's CPA.

3. ANNUAL LIBRARY PLAN

- 3.1 The Annual Library Plan as part of the Budget and Policy framework of the Council is required to allow examination of the service and its development.
- 3.2 The plan for 2006/7 consists of the following parts:
- An introduction and summary of the major changes, achievements and performance of the library service during 2005/6.
 - An illustration of the current library management structure and where libraries fit within Adult and Community Services.

- A description of how the library service is organised into six teams, or areas of responsibility in order to develop services in line with the requirements of 'Framework for the Future'
- A brief description of the key partnerships the library is involved with.
- An outline of the library performance management process and how it will be communicated internally and externally
- The priorities governing the Annual Library Plan 2006/7
- Action plan 2006/7 and performance targets

4. CONSULTATION

- 4.1 Public consultation will be through the Neighbourhood Consultative Forums, and with stakeholders through circulating the draft plan with invitation to comment. Notices are displayed and copies of the Annual Library Plan are available in all library service points. Members of the public are invited to read the plan and to make comments, suggestions or to ask questions about the plan. The notices provide details of the Neighbourhood Consultative Forums.

5. SECTION 17

- 5.1 Section 17 of the Crime and disorder Act 1988 requires local authorities and police authorities to consider the community safety implications of their activities.
- 5.2 As outlined in the Annual Library Plan, a DCMS requirement of libraries is support of citizenship. The ethos and basic principles of the library service demand responsible and civilised behaviour. A large number of library activities encourage the development of social skills and civil awareness, particularly among the young.
- 5.3 In cases where it is required the Library also works closely with other agencies including the Anti-Social Behaviour Team and the Police in order to limit anti-social behaviour and to prevent or detect crime.

6. DIVERSITY

- 6.1 Part of the Library Action Plan for 2006/7 includes a review of the vehicle delivered services. It is important that issues of diversity and the interests of people with particular needs are carefully considered within this review. A Diversity Impact Assessment form has been completed for this process and is included as an appendix to this report. **(Appendix 2)**

7. TIMETABLE

- 7.1 Consultation will take place throughout August, with the plan then being referred to the Adult Care and Community Services Scrutiny Panel. It will then be returned to Cabinet in September and onward for full Council approval in October 2006.

8. RECOMMENDATIONS

The Forum is requested to consider whether the current plan meets the needs of the public and the requirements of the Corporate Plan and DCMS Framework

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Background Papers

Framework for the Future, DCMS 2003.
Annual Library Plan 2005-2006 Hartlepool Borough Libraries.
Public Library Service Standards. DCMS Oct 2004

Annual Library Plan 2006/07

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Introduction

The Public Libraries and Museums Act 1964 requires the 149 first tier English local authorities to provide "comprehensive and efficient" public library services.

The Act requires library authorities to provide access for people who live, work or study in their area to borrow or refer to books, printed material and pictures in line with their needs and requirements, free of charge. Since 1964 the development of new media formats, most notably in the areas of ICT, means that electronic media and internet access are now interpreted as part of library provision alongside printed materials. Also the role of the library as provider of community space for a wide variety of public purposes is seen as a key purpose of a public library service.

The terms 'comprehensive and efficient' are not quantified in the Act. However the ten Public Library Service Standards (BVPI 220), against which all services are annually measured are the means used to provide a definition. They are a set of targets across core provision areas. They are not based in statute and failure to meet one or more of the standards does not necessarily signify a breach of the 1964 Act. However, failure to comply with the standards has an impact upon the Comprehensive Performance Assessment (CPA) of the local authority.

Previously authorities were required to submit an Annual Library Plan to DCMS for assessment. This is no longer a requirement. However the submission of the Annual Library Plan to Council, and the public and stakeholder consultation included in this process ensures that approval of library services in Hartlepool is embedded in the local democratic process and is measured against the Council's constitutional principles of decision-making. It provides Members and public with opportunity to examine, review and influence how the library sets priorities and delivers services.

Overview 2005/6

Staffing

April 2005 saw the arrival of Jane Aiken as Reference Services Officer. The post had been vacant since the sudden death of Mary Hoban, the fondly remembered former Reference Officer in August 2004. Jane is a valuable addition to our staff with a background in both academic and public libraries and also in education. Susan Atkinson, who had contributed significantly as Borough Librarian since taking office in 2001, moved on from that post at the end of August to return to university. The following month Ann Russell, Senior Library Manager and Training Officer retired.

Graham Jarritt was appointed Borough Librarian in October and in January 2006 Chris Rogers, formerly of Hartlepool College of Further Education was appointed ICT Officer. This is the first time Hartlepool Libraries have appointed a professionally qualified ICT officer and this is a reflection of the expanding role ICT is playing in library service provision. A staffing re-structure to commence in April 2006 was produced to reflect the changing pattern of demand for services. The Reference Officer's role is expanded to include responsibility for developing lifelong learning provision. The appointment of a dedicated ICT officer means that Denise Sparrowhawk, who had previously been responsible for stock selection and for ICT, is now Stock and Reader Development Officer. Reader development is now identified by DCMS as one of the three core services required of a modern library service. Phyl Rafferty and Jayne Halliday take on senior posts supervising service development, staffing and staff development in all branches.

Following significant achievements, notably in development of Bookstart provision and also integrating library services with those of the Early Years Partnership, the responsibilities of Gill Slimings, Children and Young Persons' Officer are expanded. In 2006 Gill will also be coordinating the staging of the Northern Childrens' Book Festival Gala Day in Hartlepool. It is the largest European literary festival for young people and this will be the first time it has been held in Hartlepool.

Performance and achievements

The principal measure for libraries is BVPI 220, performance against the 10 Public Library Standards. The most recently published performance indicators show that none of the 149 authorities in England meet all 10 standards, but Hartlepool is one of only eleven top authorities who met 9 of them, maintaining Hartlepool's strong national reputation. Also the Home Library service met its substantially expanded targets within LPSA1 and has received a valuable reward grant.

Other achievements of note have been the introduction of the updated library online services, Talis Prism, which provides a more user friendly online access to

the catalogue, to book reservation, renewals and to posting information enquiries online to the Reference and Information section. Additionally online resources such as the Xrefer online reference database, the Encyclopaedia Britannica or the EBSCO journal article database, all services to which the library subscribes, are now available free of charge to all members of Hartlepool's libraries online from home, (or indeed from any internet connection). Previously these services could only be accessed from computers inside the library. Current technology now allows the bar-code number of a Hartlepool library ticket to be recognised and to act as a password. These ICT developments represent an important step. Remote, or virtual visits to library services will become a performance indicator in the future.

However progress has not been restricted to computer based services. Family Learning Week in October saw an exciting programme organised at the Central Library. Called 'Einstein in the Library', it commemorated the hundredth anniversary of the publication of the General Theory of Relativity and was organised in partnership with Hartlepool College of Further Education and the Institute of Physics. Events were held for schools during the week, and culminated at the week-end with two very popular family learning days. It represented a significant development in approach to lifelong learning for the library to find itself promoting natural science rather than arts and humanities focussed events. This programme, as well as making science and physics fun and accessible is also an attempt to contribute to addressing concerns about the decline in interest in physics as a school and Higher Education subject. A similar event is proposed for 2006.

More traditionally, The Foggy Furze Writers Group produced an excellent compilation of short stories and poems by local writers, entitled 'First Impressions'. In partnership with museums 'Their Past Your Future' combined WW2 history with work by young people looking at the past, the present and the future and reflecting on the many issues of war and conflict. Throughout the year a number of projects were held with young people and included groups in a number of libraries writing a radio play which addressed the theme of bullying and also another play conceived, written and illustrated by a group of looked after children

The Bibliographic Services Section of the Library, and the Vehicle Delivered Services moved in November from Cromwell Street to their new offices and working area at the Carnegie Building, Northgate. Also worthy of note, the lighting system at the Central Library which had gone well past its sell by date and was causing many problems, including financial ones, was replaced through Neighbourhood Services with a new system which uses considerably less energy and provides much better lighting.

Finally, in January we were informed by John Mennear, the Assistant Director of Community Services, that the Culture Minister, David Lammy, wished to see an example of work with 'hard to reach' groups whilst visiting the region, and had

been directed to a project which had involved Hartlepool Libraries, Hartlepool Museum Service and Stonham Housing Trust. The result was a visit by the Minister to the Central Library and the opportunity for a number of members of staff to discuss their particular areas of work with him.



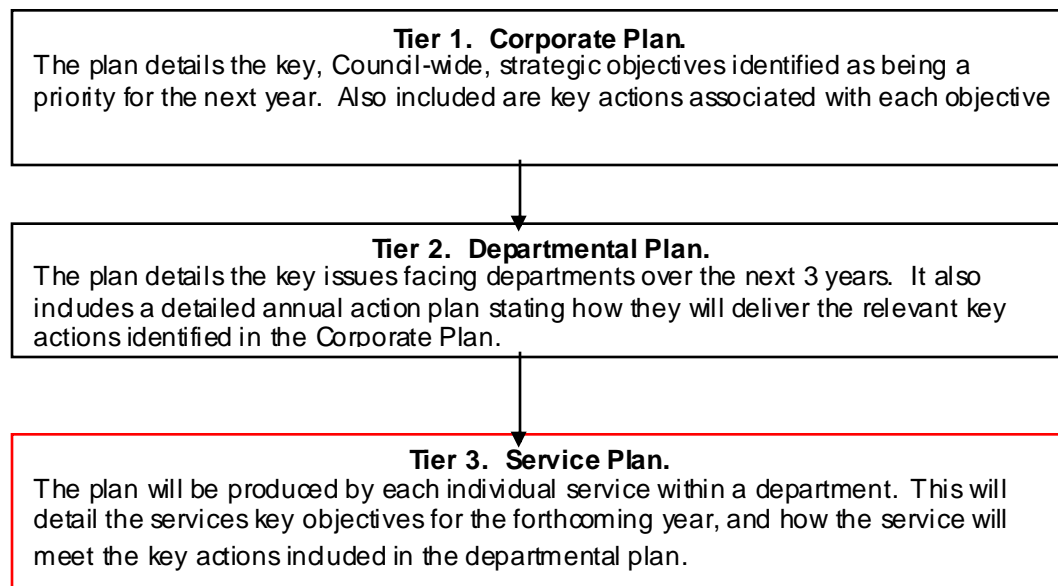
Culture Minister David Lammy (second from right) with (l to r) Penny Wilkinson (Chief Executive, Museums Libraries and Archives Council North East), David Lammy's Private Secretary, John Mennear, (Assistant Director, Community Services), Nicola Bailey (Director, Adult and Community Services), Graham Jarritt, (Borough Librarian). Hartlepool Central Library Jan 27th 2006

Library Service Plan 2006/7

This section of the Annual Library Plan is the Library Service Plan for 2006/07 and forms part of the Council's overall Service Planning arrangements. The plan details the key priorities and issues facing the Library service over the next year, and includes a detailed action plan showing how these priorities will be delivered.

The plan details how the Library Service will meet the Council's key priorities as stated in the Corporate Plan and the Adult and Community Department's key priorities as stated in the Adult and Community Departmental Plan 2006/07-2008/98.

This plan should be looked at in conjunction with both the Council's Corporate Plan, and the Adult and Community Departmental Plan, that together form part of the Council's overall Service Planning Arrangements. Figure 1, below, demonstrates how the plans are linked: -



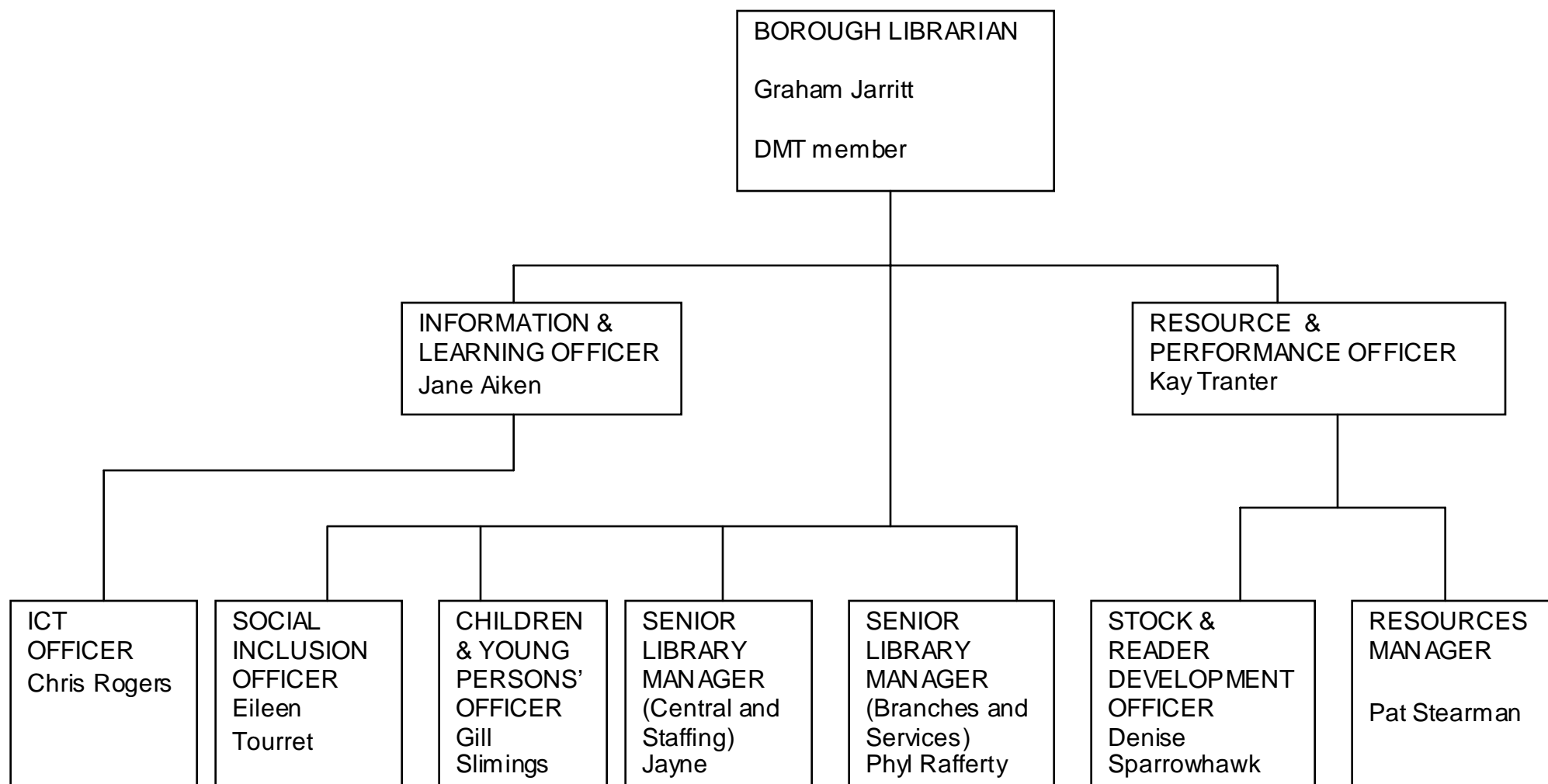
This approach ensures that any objective that appears in the Corporate Plan can be traced through the Departmental plan to specific actions in the service plan, and vice versa. It allows the employees delivering services to explicitly see how their actions contribute to the Council's overall objectives.

Service Structure

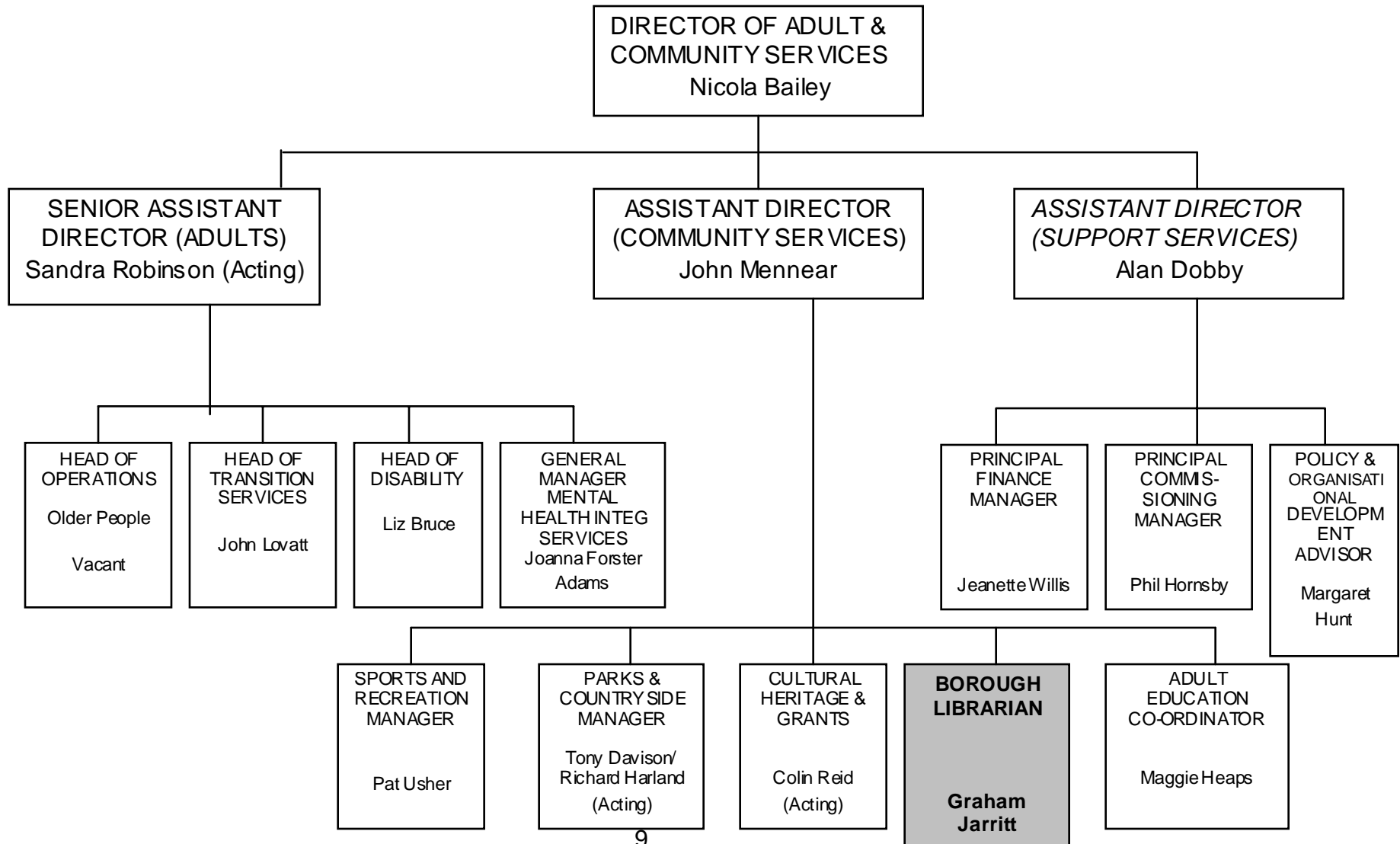
Contents

- The senior officer structure – DMT membership and management structure within the Library service
- Overview of departmental structure, and where the Library service sits in this structure.
- Individual service areas within the service.
- Links with other services/departments/organisations in providing joint/cross-cutting services

Library Service Senior Management Structure



Where Libraries fit within Adult and Community Services Departmental Management

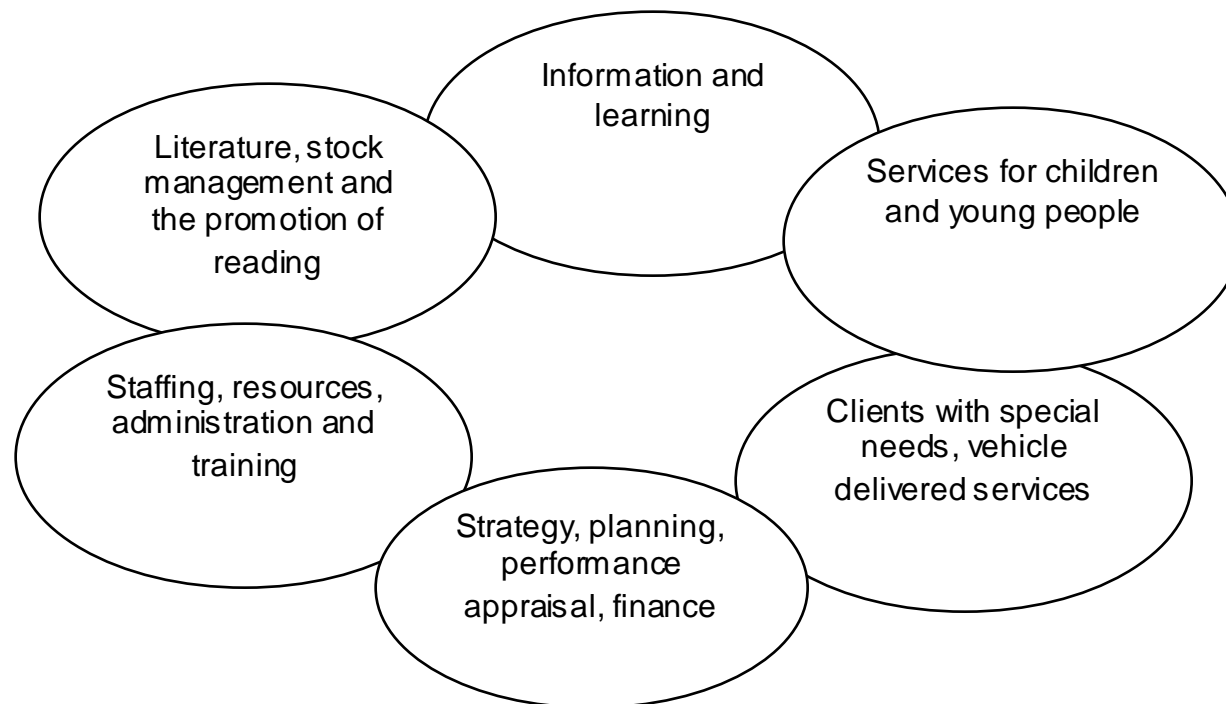


Service areas within the Library Service

Framework for the Future, the ten year forward plan for UK public libraries was published in 2003. It sets the following 3 areas of activity at the heart of Libraries' modern mission:

- The promotion of reading and informal learning.
- Access to digital skills and services including E-Government
- Measures to tackle social exclusion, build community identity and develop citizenship.

To plan and organise service development and delivery the six areas in the diagram below represent the principal divisions of service and responsibility (teams). At the same time, it needs to be recognised that there is a considerable degree of overlap with service delivery involving the coordinated action of more than one team.



Service area	Officers
Literature, stock management and promotion of reading	Resource and Performance Officer, Stock and Reader development officer. Senior Library Manager (Branches and Services) Resources manager
Information and Learning	Information and learning officer ICT Manager
Services for children and young people	Children and Young Persons' Officer
Clients with special needs, vehicle delivered services	Social Inclusion Officer
Staffing, resources administration and training	Senior Library manager (Central and Staffing), Resource and Performance Officer, Borough Librarian
Strategy, planning, performance appraisal, finance	Borough Librarian, Resource and Performance officer

Links with other services and organisations

The Library Service in Hartlepool works in partnership with a number of organisations and Services. Sometimes these arrangements are short-lived and focus on a single project. Others become established in a more sustained manner. A description of the more sustained working links is outlined below.

Partnerships primarily for work with children and young people:

- The Early Years Partnership, Sure Start, Health Visitors.

Libraries work with these partners as coordinator of the Bookstart scheme, which supports reading development for pre-school children.

- The Childrens' Information Service

Following the success of partnership work with the Bookstart scheme the Childrens' Information Service has now re-located to the Central Library.

- The Youth Service

Due to the fact that a large number of young people use the libraries as drop in centres or meeting points, since 2004 the Youth Service has employed a youth worker to be based in the Central Library. This has led to young people engaging in a large number of positive activities including The Duke of Edinburgh's award scheme.

- New Deal For Communities

Again, to build positive action from the use of the libraries by many young people, New Deal for Communities provides funding for the Library Service to provide a varied programme of activities and sessions, every day throughout school holidays at Central Library. This has proved a very successful and cost effective arrangement. It is necessary to address how this work can be sustained when NDC funding ceases

- Schools and Nurseries

Libraries work with their local area schools, providing both a library lending service and also additional services such as library and information skills training and story times. Services are also provided to nurseries, who are now included in the third phase of the Bookstart Programme.

Partnerships and working links for services primarily for adults

- Adult Education Dept.

Libraries work with the Adult Education Service in a number of ways, as a provider of learning materials, as a venue for classes and as a partner for the development of joint educational projects. The recent Council re-structure has added impetus to joint working relations.

- Hartlepool College of Further Education

A partnership agreement exists between the Library and the College, which allows for staff work experience exchanges and promotes mutual usage of both resources.

- Inspire

This is a national library networking programme to enable learners to access any appropriate library collection, irrespective of the status of the learner or location of the materials. The local public library is the access point to this service, which enables the user to access hitherto inaccessible resources in, eg, an academic library.

- Tees, Esk and Wear Valley NHS Trust, MIND

The Library Service is working with these organisations to provide a specialist collection of books for helping people with mental health difficulties as part of a 'books on prescription' initiative.

- Museums, Archaeology.

These are services where there is often a link, which calls for joint working. Recent examples are the "Their Past, Your Future" WW2 events, The "Dig, Dive and Discover" project and the Port Cities digitisation project.

Professional Links

National guidance and management of public libraries operates through the Department of Culture, Media and Sport, (DCMS), which is the responsible Government Department, and the Museums, Libraries and Archives Council (MLA), which is the national development agency.

Consultation and information relating to national policy is managed substantially at a regional level. MLA North East is the regional section of the MLA. There are also a number of regional library specialist bodies which come under the overall management of Northern Chief Librarians, examples being the Northern Training Group, YEL (young people and education), and Reading North (literature and reading development). Hartlepool Libraries work closely with the other libraries in the Northern region and it is often that projects involve more than one authority, as is the case with the current Tees Valley Voices writing project, which involves libraries and adult education departments across the five Tees Valley Authorities, and the Northern Children's Book Festival which operates across virtually the whole region.

Performance Management

- **Monitoring and Reporting**

The action plan detailing how the Library service will meet its main objectives for the forthcoming year will be monitored constantly, reported regularly and reported to Departmental Management Team on a quarterly basis.

Throughout the year, in certain circumstances, it may become necessary to either remove or amend an objective or specific action from the action plan. This could be for a number of reasons, such as changing priorities or a delay in implementing a particular scheme through unforeseen circumstances. Any amendments to the plan will only be made with full agreement of DMT.

- **Reviewing the Plan**

As previously explained the action plan will be constantly monitored and reviewed, with any proposed changes being presented to DMT for agreement.

- **Communication**

External communication

Annual public consultation for libraries in Hartlepool will take place during August 2006. This will take place at Neighbourhood Forum Meetings, through the distribution of the Annual Library Plan with invitation to comment to stakeholders and the publication of information in library service points. Performance will be communicated through this process.

Internal communication

Internal communication includes communication within the library service, and communication within the Adult and Community Services directorate.

There are three levels of staff meeting within the library service

- Library section heads' meeting.

This is held fortnightly and is attended by library senior managers.

- Service team meeting.

This meeting is held monthly and is the business meeting for all Library service point managers. It is also attended by some of the senior managers, especially when their service area is an agenda item.

- Service unit meetings:

These are monthly update meetings chaired by the service unit manager with service unit staff. The service units in the library are the six single branch libraries, the central library, vehicle delivered services and bibliographic/resource services. In the case of the

individual branches it has historically been difficult to involve all staff in a single meeting, and communication between manager and staff has tended to be a series of individual contacts. The appointment of the new post of Senior Library Manager, (Branches and Services) means it will be possible to examine if there are improved ways of organising regular meetings with branch front-line staff.

Quarterly updates on performance management will be communicated through the meetings described above. A bi-monthly staff newsletter will also communicate library performance to staff.

Communication within the directorate.

- Community Services section heads meeting

This meeting is held fortnightly. This meeting allows all service heads within the section to review performance and discuss issues relating to performance management regularly.

- Departmental Management Team (DMT) meeting

Chaired by the Director of Adult and Community Services, this meeting is held fortnightly. Quarterly review of performance is a formal aspect of these meetings' agenda and purpose.

- Line Manager review.

Monthly meetings are held between the Borough Librarian and the Assistant Director of Community Services. Review and updates with regard to performance are part of these meetings purpose

Priorities

The following section details the priorities for the library service 2006/7 indicating initially how these relate to a) Corporate priorities, b) Departmental priorities.

The main priorities for the library service 2006/7 are described below, with some explanation and background. Following this the detail of how these priorities will be achieved is set out in the Action Plan. This sets out library service objectives and actions, provides relevant milestones and identifies responsible officers.

Section one – direct links to Corporate Plan

The Departmental Actions relating to the Library Service and linking directly to the Corporate Plan are

- Provide Knowledge, information and contact points for the community

This action links to Corporate Plan objective LAA29; “Enrich people’s lives, strengthen communities and improve places where people live through enjoyment of leisure, culture and sport”.

- To increase opportunities for participation in a wide range of cultural and leisure activity

This action links to Corporate Plan objective LAA 30; “Cultural and Leisure Services, including libraries, better meet the needs of the community, especially disadvantaged areas”

- Increase participation from priority groups

This action links to Corporate Plan objective; “Increase provision of high quality learning and skills opportunities that drive economic competitiveness, include participation of adults in learning and build social justice”.

Section two – direct links to Adult & Community Services Departmental Plan

Libraries are given responsibility for 4 actions within Adult and Community Services’ Departmental Plan;

- “To provide cultural and literary services in libraries and other venues for adults, young people and for families.” (LAA29)
- “Review current vehicle delivered library services and develop plan for delivering sustainable services” (LAA30)
- “To provide library services targeted towards hard to reach groups and individuals” (LAA30)

- “To explore opportunities for benefiting library service users and services through partnership work with adult services”

In the Departmental Plan this fourth action is linked to the Corporate Plan objective; “Increase provision of high quality learning and skills opportunities that drive economic competitiveness, include participation of adults in learning and build social justice”. This emphasises the scope for a close working relationship between Libraries and the Adult Education Service, and it is the case that the two services are developing a number of areas of partnership working. However it is also meaningful to link this action to Corporate Plan objectives LAA 12 Mental Well-being; “To promote a positive approach to the mental well-being of Hartlepool residents”, and LAA 13 Access to Services – “to support easier access to services which are integrated and tailored to individual need” as Libraries also plan to explore opportunities for working in partnership with sections of Adult Services in these areas.

The Adult and Community Services Department guiding vision is:

“To encourage comprehensive and collaborative links across a wide number of services and agencies – thus providing greater opportunities for people to learn; to be able to better access relevant vocational, cultural and leisure activities; and for care to be delivered in responsive, person centred ways”

The Departmental Plan also includes as a priority:

“Implementing the Framework for the Future of the Libraries.”

Framework for the Future is the 10 year forward plan for public libraries published by DCMS in 2003. It identifies the following three key roles for library services:

- Promotion of reading and informal learning
- Providing access to digital skills and services including E-Government
- Measures to tackle social inclusion, build community identity and develop citizenship

Section 3 – Library Service Plan priorities

Library priorities are governed by the expressed needs and requirements of the people of Hartlepool, the Corporate and Departmental plans of the Council, national guidelines and plans produced by DCMS and MLA, and the capacity of the Library management and staff.

Change is a significant influence on Library service thinking in producing the 2006/7 service plan. Over the previous nine months there has been a change of Borough Librarian and a staffing re-structure. Only two members of the senior management team have been in their current job for longer than one year. Libraries have also moved to the new Adult and Community Services Directorate. Alongside these structural changes,

implementation of the 10 year Framework for the Future forward plan involves ongoing change and development to what services are delivered.

The creation of the six teams (p 6) represents the way the library management sees its priorities for service development and delivery. Within each team area it is possible to examine current performance, to identify opportunities, to explore difficulties and improve practices.

Library Service Priorities for 2006/7 are:

- To consolidate, and where achievable, improve performance in the core public library services that contribute to Performance Management indicators.
- To support and develop services in the development areas identified in Framework for the Future:
 - Promotion of reading and literature
 - Lifelong learning
 - Development of ICT based services
 - Provision of services that promote social inclusion and support citizenship
- To improve communication, strategic awareness, teamwork, capability and capacity among staff.
- To develop partnership working where it is advantageous to developing better services and/or improving efficiency.
- To consult with the public and stakeholders to assess quality of services and scope for improvement.

Library Service Action Plan 2006/07

Corporate Plan LAA29 Enrich individual lives, strengthen communities and improve places where people live through enjoyment of leisure, culture and sport.					
Ref:	Objective	Action	Milestone	Responsible Officer	Associated Pls
	To provide cultural and literary services in libraries and other venues for adults, young people and for families.	Take part in Northern Children's Book Festival, delivering author visits to local schools and hosting Gala Day.	Nov 2006	CYPO	BVPI 220 PLSS 8
		To deliver a customer focussed library stock in which cost, supply times and management are monitored and adapted to optimise efficiency and customer satisfaction.	Mar 2007	RDO	BVPI 220, 119 PLSS 5, 7, 9
		To ensure that the data underpinning the library management systems is accurate, enabling the management of stock and catalogues to operate and support service delivery.	Mar 2007	RDO	BVPI 220 PLSS 5
		To host events which add value to and enhance enjoyment of literature.	Mar 2007	SRDO/CYPO	BVPI 220 PLSS 6, 7, 8
		Coordinate and deliver the Bookstart scheme.	Mar 2007	CYPO	BVPI 220

		To support the personal, cultural, social and educational development of children by providing an inclusive, friendly and secure library environment, appropriate resources and targeted services.	Mar 2007	CYPO	BVPI 220 PLSS 6, 7, 8
		To provide appropriate training and development for all staff.	Mar 2007	BL	
		Develop and extend the network of reading and writers' groups across Hartlepool.	Mar 2007	SRDO/CYPO	BVPI 220 PLSS 7
		To establish targets for visitor numbers and issues in all service points	July 2006	SLM (B/S) & (C/S)	BVPI 220 PLSS 6
		To monitor reservation satisfaction timescales and take appropriate action to ensure targets are met	July 2006	SLM (B/S) & (C/S)	BVPI 220 PLSS 5
		Ensure that Reference and Information services are relevant and available to all.	Mar 2007	ILO	BVPI 220 PLSS 3, 4, 9
		Ensure all sections of the library work in partnership with other organisations as appropriate.	Mar 2007	BL	
		Participate in Summer Reading Challenge and it's promotion and evaluation.	Sept 2006	CYPO	BVPI 220 PLSS 6, 8

		To maximise the use of stock through a variety of promotional activities and presentation methods, linking with local, regional and national initiatives.	Mar 2007	SRDO/CYPO	BVPI 220 PLSS 7, 8
		Establish working relations with voluntary sector organisations in at least one area to explore partnership service delivery and produce feasibility study.	Mar 2007	BL	
		To deliver service plan whilst ensuring suitable measures are in place to regularly monitor and review the budget.	Mar 2007	BL/RDO	
		To ensure effectiveness and quality of services is monitored appropriately.	Mar 2007	BL/RDO	BVPI 220

Corporate Plan LAA30 Cultural and Leisure Services better meet the needs of the community, especially disadvantaged areas.

Ref:	Objective	Action	Milestone	Responsible Officer	Associated Pls
	Review current vehicle delivered library services and develop plan for delivering sustainable services.	To review current vehicle service delivery in consultation with vehicle service staff	July 2006	SIC/BL	LIPCS 12a
		To draw up a costed draft proposal for re-organisation of vehicle services including providing expanded Home Library service in mainstream budget	Sept 2006		BVPI 220 PLSS 1
		To plan for public consultation on any potential changes to vehicle service delivery	Sept 2006		BVPI 220 PLSS 7
	To provide Library services targeted towards hard to reach groups and individuals.	Continue to deliver services inclusively and seek funding for value added projects.	March 2007	CYPO	BVPI 220 PLSS 6, 8
		To work with Adult Ed and other Skills for life providers to create opportunities for learning and development of literacy skills.	March 2007	SRDO	
		To work with members of DMT to explore scope for partnership working in delivery of services to people with special needs.	Mar 2007	BL	

	Promote archaeology by education at all levels and to increase public awareness of and interest in the archaeology of the area	Work in partnership with Tees Archaeology to promote awareness and increase participation.	Mar 2007	ILO	BVPI 220 PLSS 6, 7
Corporate Plan - Increase the participation of adults in learning.					
Ref:	Objective	Action	Milestone	Responsible Officer	Associated Pls
	Increase the participation of adults in learning particularly amongst priority groups.	To position the Library Service to maximise the opportunities for promoting learning to adults including priority groups.	Mar 2007	ILO	BVPI 220 PLSS 6, 7
	To explore opportunities for benefiting library service users and services through partnership work with adult services.	To build and strengthen partnership working practices with relevant Adult Education staff and to develop a joint programme of learning provision to maximise the impact of informal and formal learning.	Mar 2007	ILO/SRDO	BVPI 220 PLSS 6, 7

Corporate Plan LAA11 To support vulnerable adults to exercise choice and control and to retain dignity in all aspects of their life.

Ref:	Objective	Action	Milestone	Responsible Officer	Associated Pls
	Increasing the number of people with a disability accessing further education, leisure, sports and recreation opportunities.	To investigate the use of new formats for library and information materials and how this may impact on access issues.	Mar 2007	SIO	BVPI 220 PLSS 6, 7

Corporate Plan LAA12 Mental Well-being – To promote a positive approach to the mental well-being of Hartlepool residents.

Ref:	Objective	Action	Milestone	Responsible Officer	Associated Pls
	Community Services to contribute to the preventative mental well-being agenda by ensuring services are easily accessible to vulnerable groups.	To develop partnership working with relevant partners, notably Adult and Community Services, Tees Esk and Wear Valley Health Trust and MIND to develop services to contribute to the preventative mental well-being agenda	Mar 2007	BL	BVPI 220 PLSS 6, 7

Corporate Plan LAA13 Access to Services – to support easier access to services, which are integrated and tailored to individual need.					
Ref:	Objective	Action	Milestone	Responsible Officer	Associated Pls
	<p>To ensure compliance with the Council's Diversity and Equality policies and provide equal opportunities in service provision.</p> <p>To ensure community, cultural and recreation facilities and services are compliant with the DDA.</p>	To deliver service plan objectives whilst ensuring suitable measures plans, actions and officer responsibilities are in place to meet health and safety, accessibility, diversity and well-being requirements and standards.	Mar 2007	BL	
Corporate Plan LAA35 Strengthening communities – encourage freedom from discrimination and harassment. (CS SC8)					
Ref:	Objective	Action	Milestone	Responsible Officer	Associated Pls
	Improve public information across Adult and Community Services by increasing the % in accessible formats	Develop online services available from the library and carry out a programme to promote and educate the public in what is available and how to make best use of the ICT resources.	Mar 2007	ICTO	BVPI 220 PLSS 3, 4

Corporate Plan – improved access to and understanding of the public					
Ref:	Objective	Action	Milestone	Responsible Officer	Associated Pls
	Implement IT/IS improvement plan for Adult and Community Services dept	Ensure that the library ICT infrastructure is robust, and works efficiently and that it is developed in line with technological progress, and the requirements of the council ICT strategy and departmental ICT improvement plan to support the needs of the Library Service and its customers.	Mar 2007	ICTO	BVPI 220 PLSS 3, 4

Performance Indicators

The action plan detailed a number of Performance Indicators that will be used to measure the successful implementation of the actions. Those indicators are included in more detail in the table below. For those indicators that are only collected on an annual basis please indicate so in the 'Quarter 1 Target' Column.

Ref	Definition	Outturn 2005/06	Target 2006/07	Quarter 1 Target	Quarter 2 Target	Quarter 3 Target	Quarter 4 Target
BVPI 220	Performance against the ten Public Library Standards	3	4	annual			
LPICS 12a	No Hsbound ppl rec home library service once evry 3 weeks	508	505	annual			



Appendix 2

Diversity Impact Assessment

Policy or function being assessed: Review of Vehicle Delivered Library Services	
Department: Adult and Community	Responsible Officer: Graham Jarritt
Start Date: June 21st 2006	Completion Date: October 31st 2006
Date Forwarded to Diversity Officer: June 21st 2006	

Process	Action
Available data & research considered (E.g. Census data, Labour Force Surveys, BVPI Survey 2000, WEA research, Best Value thematic findings etc.)	Usage/issue statistics for Mobile Library, Bookbus and Home Library Service indicate current and changing trends of usage IPF Public Library User Survey (PLUS) 2003 findings. This is the national survey, quantitative and qualitative used in BVPI and CPA assessment and contains user views of service Mobile Library Village survey 2004. This HBC survey gives indication of how services to villages within Hartlepool may be developed Qualitative interviews with current staff give insight into how service may be adapted and how different options might affect users. These have been used to draw up an overall picture of use of Mobile and Bookbus library services at present, and how the main change options would affect current users.
Assessment of impact (e.g. Is there a differential impact on any group? Is the differential impact an adverse one? Is the policy directly or indirectly discriminatory? Is the policy intended to increase equality of opportunity by permitting positive action? Is it lawful?)	Vehicle delivered library services are designed to meet the needs of people who for a variety of reasons are not adequately served by static branch services. Usual reasons are distance of home from a static branch or health and physical limitations to mobility of the individual user. Nevertheless in recent years there have been lifestyle changes to how people suffering health problems and restrictions to mobility manage. There has been greater emphasis on people living at home rather than in care. Reviewing the vehicle delivered services should be seen as a positive step whereby available resources are targeted to where they are most needed.

<p>Measures which might mitigate any adverse impact or alternative policies that might better promote equal opportunities (e.g. How does each option further or hinder equality of opportunity? How does each option reinforce or challenge stereotypes? What are the consequences of not adopting an option more favourable to equality of opportunity?)</p>	<p>Careful assessment of what services are required, and how these can best be delivered is the primary aim of this review. The current use of two buses and one small home delivery vehicle does not necessarily represent the best choice of vehicles for meeting current need. For example, an option that needs exploring is the possible future use of a medium sized vehicle that could deliver a home service, but also offer services similar to a larger bus and suitable for some of the Bookbus stops.</p> <p>It may be possible also to challenge a stereotyping of: a) the person dependent on home visit compared to b) the person able to visit the library. Home services restrict independence to browse and select books or other materials. A delivery service may be sufficient for some who are able to get to the library but cannot carry books home</p>
<p>Consultation process (e.g. What methods of consultation will be used? Who is directly affected by the policy & how do we ensure they will be consulted? What information will be available to those consulted? What barriers exist to effective consultation and what can be done to overcome these barriers? What previous consultation exercises have been conducted and what did they reveal? What resources are needed?)</p>	<p>Consultation will take place through Neighbourhood Forums. Users will also be consulted on proposals for change.</p> <p>The current service users who are affected and are easily consulted. Also non-users are affected, though consultation with them is more difficult. In 2004 a postal survey of residents in Hart, Elwick and Greatham was carried out. This included users and non users and was administered independently of the library. This survey indicated that there may be scope to adjust the times of certain village services to improve the service.</p> <p>There will be a need for additional resources to administer any further non user surveys</p>
<p>Decision making process & outcome (e.g. who will make the decision, what information was considered, how was the decision making process structured, how will the decision making process be recorded?)</p>	<p>The library service will carry out the review and present findings, options and recommendations for the future operation of the vehicle services. This will be passed to the Assistant Director for Community Services who will decide which route the decision making process should take.</p>
<p>Publishing arrangements (e.g. what format will be used to ensure results are published in an accessible and comprehensive form? Will a draft report be made available first?)</p>	<p>The results of the review will be published in clear print. Versions with larger print or on cassette tape will be made available on request. The review will initially be a draft document.</p>

Report of: South Neighbourhood Forum

Subject: MINOR WORKS PROPOSALS

1. PURPOSE OF REPORT

- 1.1 To consider improvement schemes for potential funding from the South Neighbourhood Consultative Forum Minor Works Budget

2. BACKGROUND

- 2.1 The Minor Works Budget remaining for this financial year to 31st March 2007 amounts to £83,500.00

A number of schemes are detailed below to address concerns raised by ward members and residents in the South Forum area. These are as follows:

(i) Pride in Hartlepool – All Wards Appendix A

In order to continue with the successful implementation of schemes to the south area to Pride in Hartlepool a request is made to contribute £5,000.00 as in the previous 2 years from the Minor Works Budget. A report to the last forum detailed the schemes implemented to date. This is attached as Appendix A

Forum Contribution £5,000.00

(ii) Fens Ward – Ibrox Grove Car Parking Provision Appendix B

Following requests from residents stating that parking is a major problem in Ibrox Grove a scheme has been developed to provide extra parking at a total cost of £19,500.00. Match funding will be sought from Housing Hartlepool and the Rossmere Neighbourhood Action Plan therefore the contribution from the forum would be as follows

Total cost £19,500.00 **Forum Contribution £6,500.00**

(iii) Rossmere Ward – Dumfries Road Verge Works Appendix C.

Following requests from residents and ward members stating that parking is a major problem in Dumfries Road a scheme has been developed to remove part of the grass verge and infill with tarmac to provide an area where vehicles can pull on to and allow unimpeded vehicle access to the remaining properties

Total Cost £6,250.00

(iv) Rossmere Ward-Campbell Road Verge replacement Appendix D

Following requests from local councillors and residents a scheme has been prepared to remove the grass verge between 5 and 19 and replace with tarmac

Total Cost £3,750.00

(v) Owton Ward – Catcote Road Appendix E

Following a request from residents a scheme has been prepared to remove the grass verge outside 329 Catcote Road and replace with tarmac. This will complete this section of Catcote Road

Total Cost £1,875.00

(vi) Owton Ward Laird Road Appendix F

Following a request from residents stating that the verge outside of their properties is constantly being overridden by vehicles using this area to park, a scheme has been developed to remove the grass verge and replace with tarmac.

Total Cost £1,875.00

(vii) Street Lighting Appendix G

Schemes have been prepared to supply new street lighting columns that are high priority. A request has been made that the forum consider the following schemes. Match funding is available from the Neighbourhood Renewal Fund Street lighting budget for the Rossmere and Owton wards

- a. Dawlish Drive Two new columns £1,700.00 – Fens Ward
- b. Stanmore Grove 6 New Columns £5,100.00 – Seaton Ward
- c. Alva-Athol and Ayr Groves Seven new columns £6,000.00 – Rossmere Ward match funding available to the sum of £3,000.00
- d. Eriskay Walk Eight new columns £6,800.00 – Owton Ward match funding available to the sum of £3,400.00

The combined cost for this is £19,600.00 and the forum has been asked to contribute the full costs to schemes a and b and half the costs to schemes c and d where match funding is available. This will significantly improve the current lighting levels in these streets and at the same time upgrade obsolete equipment, whilst also reducing the residents' fear of potential crime in the area.

Forum contribution £13,200.00

3.0 RECOMMENDATION

- 3.1 The Forum is requested to recommend to the Liveability Portfolio Holder that the scheme be approved from the Minor Works Budget at a total cost of **£38,550.00**

Report of: South Neighbourhood Forum

Subject: Pride in Hartlepool – South Projects Update

1. PURPOSE OF REPORT

- 1.1 To update members of the South Neighbourhood Forum on Pride in Hartlepool Projects implemented in the South Forum area during 2005 and early 2006.

2. PROJECT UPDATE

- 2.1 Greatham in Bloom
In early 2005 Pride in Hartlepool supported Greatham in Bloom to obtain spring flowering bulbs such as snow drops, daffodils and bluebells. The bulbs will contribute towards the groups efforts in the Northumbria in Bloom competition.
- 2.2 Holy Trinity Church, Seaton Carew
Work is underway to develop a large open space surrounding the church and improve its value as a wildlife area. A large area has been cleared and reseeded, wildflowers have been planted by local school children and bird boxes have also been put up. Tees Valley Wildlife Trust are currently working with a volunteer group to further improve the site.
- 2.3 Newton Bewley Parish Meeting
With support from Pride in Hartlepool a new rockery and shrub border has been created on the village green. The planting contributes year round interest to what was a previously very open space.
- 2.4 Manor West Project
Pride in Hartlepool has enabled up to 10 dead and unhealthy trees to be replaced and replanted with new soil and fixed underground to ensure that they are secure and have the best chance of survival in what was previously very poor soil.
- 2.5 18th Hartlepool Scouts
The 18th Hartlepool Scouts received funding from Pride in Hartlepool to purchase some bird and bat box kits. The scouts assembled these boxes and then these were put up at designated places around the town with support from the Hartlepool Countryside Warden.

2.6 Greatham Primary School

A living willow tunnel has been created in the school grounds and this will act as a feature in the grounds but will also aid outdoor learning.

2.7 Fens Primary School

Fens Primary have created a new herb garden to enhance the school grounds but also to aid learning about plants which have a variety of uses, historical relevance and cultural references.

2.8 Rossmere School

The nursery garden at Rossmere Primary has been developed greatly as an outdoor play and learning resource for the nursery children and users of the adjacent Sure Start centre. Funds have been obtained from various sources including Pride in Hartlepool. The new grounds include a living willow tunnel, herb garden and vegetable garden.

2.9 Seaton Carew Nursery School

A small wildlife pond has been created to attract aquatic life to the school garden and to aid children to learn about the environment. A viewing platform enables people to look into the pond and when not in use the pond has a secure fence and gate.

