

**\*PLEASE NOTE CHANGE OF DATE\***

# **REGENERATION, LIVEABILITY AND HOUSING PORTFOLIO**

## **DECISION SCHEDULE**



**Wednesday 30<sup>th</sup> August, 2006**

**at 2.00 pm**

**in Committee Room "C"**

The Mayor Stuart Drummond responsible for Regeneration, Liveability and Housing will consider the following items.

**1. KEY DECISIONS**

No items

**2. OTHER ITEMS REQUIRING DECISION**

- 2.1 RESPECT Action Area – *Head of Community Safety and Prevention*
- 2.2 Review of the Assisted Areas for Regional Investment Aid to Businesses –  
*Assistant Director (Planning and Economic Development)*
- 2.3 Homelessness Strategy Update – *Head of Public Protection and Housing*
- 2.4 Private Sector Housing Renewal Strategy Update – *Head of Public Protection and Housing*
- 2.5 Conversion of Departmental Paper Based Records to an Electronic Format –  
*Director of Regeneration and Planning Services*
- 2.6 Clean Neighbourhoods and Environment Act 2005 – Levels of Fines –  
*Director of Neighbourhood Services*
- 2.7 Minor Works Schemes – *Director of Neighbourhood Services*

**3. ITEMS FOR DISCUSSION / INFORMATION**

- 3.1 Neighbourhood Services Departmental Plan 2006/07 – 1<sup>st</sup> Quarter Monitoring Report – *Director of Neighbourhood Services*

**4. REPORTS FROM OVERVIEW OF SCRUTINY FORUMS**

No items

## REGENERATION, LIVEABILITY & HOUSING PORTFOLIO

30<sup>TH</sup> August 2006



**Report of:** The Head of Community Safety & Prevention

**Subject:** RESPECT ACTION AREA

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### SUMMARY

#### 1.0 PURPOSE OF REPORT

To seek approval to the Government's RESPECT Unit providing targeted assistance to the tackling of Anti-social Behaviour in Hartlepool.

#### 2.0 SUMMARY OF CONTENTS

The report outlines the RESPECT Agenda and the implications of Hartlepool's status as an Action Area.

#### 3.0 RELEVANCE TO PORTFOLIO MEMBER

Community Safety issue.

#### 4.0 TYPE OF DECISION

Non key.

#### 5.0 DECISION MAKING ROUTE

Portfolio.

#### 6.0 DECISION(S) REQUIRED

Approval for on going relationship with the RESPECT Unit

**Report of:** The Head of Community Safety & Prevention

**Subject:** RESPECT ACTION AREA

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**1. PURPOSE OF REPORT**

1. To seek approval to the Governments' RESPECT Unit providing targeted assistance to the tackling of Anti-social Behaviour in Hartlepool.

**2. INFORMATION ABOUT THE RESPECT UNIT**

1. In January 2006 the government launched the RESPECT ACTION PLAN. The plan aims to build on the success of the previous TOGETHER We CAN Campaign of "Tackle not Tolerate" by driving the Anti-social Behaviour agenda "Broader, Deeper, Further".
2. There are seven strands to the RESPECT Agenda
  - Strengthening Communities
  - Young People
  - Housing
  - Education
  - Parenting
  - Dealing with Difficult Families
  - Effective Enforcement and Community Justice
3. Adherence to the RESPECT Agenda is being encouraged by the government on a number of levels. For Registered Social Landlords, the Housing Inspection regime requires compliance with the RESPECT Standard of Housing Management. For local authorities there is a mandatory anti-social behaviour target in all Local Area Agreements. As part of the agenda for dealing with the most difficult families there is an aspiration for each area to set up an intensive family support scheme.
4. A relationship with the RESPECT unit has the capacity to impact positively on anti-social behaviour in Hartlepool. Areas which benefited from a similar previous initiative by being selected as TOGETHER Action Areas, such as Stockton, went on to achieve Beacon Status.

### 3. INFORMATION ABOUT THE ACTION AREA STATUS

1. 50 areas across the country have been selected to be Action Areas. The selection is based on a number of criteria including deprivation statistics and the need to balance the action areas equally among the regional government areas.
2. The benefits to the authority of the Action area status are that we are offered targeted assistance. Discussions have taken place with the Community Safety Manager in the New Deal for Communities (NDC) Area and the Anti-social Behaviour Co-ordinator on what would have most impact in tackling anti-social behaviour in Hartlepool. Initial ideas are:
  - funding to make the Part-time New Deal Anti-social Behaviour Officer full time;
  - publicity for the Anti-social Behaviour Unit.
3. Hartlepool will have access to expert advice and assistance in tackling anti-social behaviour. Priority will be given to requests from Hartlepool for RESPECT action days and to access funding for pilot initiatives.
4. The RESPECT Unit also has a target to initiate 50 Intensive Family Support Schemes this year. Hartlepool's Anti-social Behaviour Unit already aspires to create such a scheme as part of the answer to tackle anti-social behaviour in the private rented sector, whilst dealing with the impact the most disruptive families can have on the quality of life in the neighbourhood where they live. This idea has already been identified by officers in the budget process for 2007/08. As an Action Area, Hartlepool would be prioritised for funding to kickstart this project, subject to a successful project submission.

### 4. FINANCIAL IMPLICATIONS

1. The NDC Area has been offered £10,000 to expand its Anti-social Behaviour Project. This has no financial implications for Hartlepool Borough Council.
2. If Hartlepool became a pilot area for an Intensive Family Support Project £100,000 would be made available in 2006/7 and a further £100,000 in 2007/08.
3. £5,000 has been offered for publicity for the Anti-social Behaviour Unit in 2006/07.

4. There is scope for further requests for funding to be made to the RESPECT UNIT.

**5. RECOMM ENDATIONS**

1. The Portfolio Holder is recommended to approve the involvement of Hartlepool as a RESPECT Action Area.

Contact Officer: Sally Forth, ASB Co-ordinator

**Background Papers**

RESPECT ACTION PLAN

## **REGENERATION, LIVEABILITY & HOUSING PORTFOLIO**

Report To Portfolio Holder  
30<sup>th</sup> August 2006



**Report of:** The Assistant Director (Planning and Economic Development)

**Subject:** REVIEW OF THE ASSISTED AREAS FOR REGIONAL INVESTMENT AID TO BUSINESSES

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### **SUMMARY**

#### **1.0 PURPOSE OF REPORT**

1. To outline the Government's proposed Assisted Areas Map for the allocation of Regional Investment Aid to businesses and seek confirmation of the endorsement of a response to the proposals.

#### **2.0 SUMMARY OF CONTENTS**

1. The report outlines the background to the Government's review of the Assisted Areas for Regional Investment Aid to businesses, which led to the production of a draft new Assisted Areas Map in July. The draft Map includes all of Hartlepool Borough, but certain areas of investment opportunity elsewhere in the Tees Valley, including the airport and sites in Darlington and Redcar and Cleveland have been omitted. Suggested deletions of wards in Middlesbrough, Darlington and Redcar and Cleveland have been identified by the Joint Strategy Unit and officers of the local authorities to allow for the inclusion of these opportunity areas. Copies of the submissions of the JSU and the Council, welcoming the draft Map but suggesting the revisions referred to, are appended to the report.

#### **3.0 RELEVANCE TO PORTFOLIO MEMBER**

1. The Assisted Areas Map defines the eligibility of businesses for investment aid and is thus an important parameter for economic development, which falls within the Portfolio.

**4.0 TYPE OF DECISION**

1. Non Key.

**5.0 DECISION MAKING ROUTE**

1. Portfolio Holder meeting, 25<sup>th</sup> August, 2006

**6.0 DECISION(S) REQUIRED**

1. That the report be noted and that endorsement of the Council's submission in response to the draft Assisted Areas Map be confirmed.

**Report of:** The Assistant Director (Planning and Economic Development)

**Subject:** REVIEW OF THE ASSISTED AREAS FOR REGIONAL INVESTMENT AID TO BUSINESSES

## **1. PURPOSE OF REPORT**

1. To outline the Government's proposed Assisted Areas Map for the allocation of Regional Investment Aid to businesses and seek confirmation of the endorsement of a response to the proposals.

## **2. BACKGROUND**

1. Regional Investment Aid is a tool that assists private business investment in areas of market failure: during the past four years a total of £40m has been offered to Tees Valley companies. In December 2005 the EU published the Regional Aid Guidelines for 2007-2013 which outlined a policy of "less and better targeted State Aid". For the UK, this means a reduction in the assisted area population from 31% to 24%.
2. In July the Department of Trade and Industry published its draft new Assisted Areas Map. Employment rate, adult skills levels, incapacity benefit claimants and manufacturing share of employment were the four measures used to prioritise the wards to be covered, with zones to comprise contiguous wards and minimum populations of 100,000.
3. The Tees Valley Joint Strategy Unit and the local authorities have liaised to submit comments to the Dti during the course of the development of the proposals, stressing the benefits of including areas of investment opportunity as well as need.

## **3. THE DRAFT ASSISTED AREAS MAP**

1. The draft Map includes the whole of Hartlepool Borough, but there are certain other parts of the Tees Valley which are excluded, which would represent potentially critical missed opportunities, notably the wards covering Durham Tees Valley Airport, Loftus, Guisborough and key sites in Darlington. Officers of the JSU and the local authorities have reviewed the draft Map and have identified wards in Middlesbrough, Darlington and Redcar and Cleveland which could be removed from the Map to allow the inclusion of these areas of opportunity.



2. The JSU have submitted a detailed response to the Dti, generally welcoming the proposals but suggesting the revisions to the Map referred to above. Following informal consultation with the Portfolio Holder, a brief supporting submission was made on behalf of the Council. Copies of both submissions are at **Appendix 1**.

#### **4. RECOMMENDATIONS**

1. That the report be noted and that endorsement of the Council's submission in response to the draft Assisted Areas Map be confirmed.

### SUBMISSION FROM THE TEES VALLEY JOINT STRATEGY UNIT TO THE DTI REVIEW OF THE ASSISTED AREAS.

(Date: 02 August 2006)

#### 1. Introduction

- 1.1 The Tees Valley Joint Strategy Unit, representing the Unitary Authorities of Darlington Borough Council, Hartlepool Borough Council, Redcar and Cleveland Borough Council, Middlesbrough Borough Council and Stockton Borough Council is pleased to have the opportunity to express views on the Review of Assisted Areas. I have set out below the view of the Tees Valley Joint Strategy Unit (JSU) on the draft proposals that were published on 10<sup>th</sup> July 2006.
- 1.2 I would like to acknowledge our general support for the proposals. We recognise that many of the issues that we had raised in Stage 1 of the consultation have been reflected in the Government response document. We are grateful to the Minister of State for providing us a further opportunity to inform the Department of Trade and Industry of any inaccuracies in the draft map and make any additional case for coverage.
- 1.3 We appreciate that the Government is keen to ensure that the discretionary Assisted Area coverage is justified by both need and opportunity. We also acknowledge that the approach has been to use discretionary coverage in a way that will have the strongest impact in promoting UK domestic objectives on growth, productivity, skills and jobs. For these reasons, we are restricting our comments and suggestions to ensuring that the boundaries of the Assisted Areas in the Tees Valley region reflect this approach.

#### 2. Hartlepool and Middlesbrough

- 2.1 We welcome the fact that the draft map covers the key strategic sites in Hartlepool and Middlesbrough including Victoria Harbour, Middlehaven and Wynyard and allows coverage for a variety of investment opportunities as shown in Appendix 2. We acknowledge that this coverage will help to keep and grow manufacturing within the Tees Valley economy.
- 2.2 In Middlesbrough we are also pleased that coverage extends to the ward of Beechwood, where economic investment is planned in the long-term.

#### 3. Stockton

- 3.1 We welcome the fact that the draft map covers the majority of the key development sites and manufacturing areas in Stockton, (see appendix 2) where we are building a strong diversified economy with a core of world-class companies and a strong research base.

#### 4. Tees Valley Airport

- 4.1 In Stockton, we are concerned that the **Preston ward** is no longer covered, since this, together with the **Middleton St George ward** in Darlington, covers the Durham Tees Valley Airport, one of the key economic drivers of the Tees Valley City region. The airport is home to 30 businesses employing 750 people and has plans to expand. The development of Durham Tees Valley Airport as a major employment location (a business park is planned in addition to the airport expansion) is supported by the

## APPENDIX 1

Airports White Paper, the Northern Way, the statutory planning framework, the Regional Spatial Strategy and the Regional Economic Strategy.

- 4.2 All of the five unitary authorities in the Tees Valley support the inclusion of the Preston and Middleton St George wards as Assisted Areas.

### 5 Redcar and Cleveland

- 5.1 We welcome the proposed Assisted Area coverage for Redcar and Cleveland's industrial complex based on chemicals, renewable energy, and Teesport, but are concerned that neither the **Loftus ward** nor the **Guisborough ward** is covered. Loftus is the location of various large companies, including the Boulby Potash Mine, a mineral company with a mining operation. The mine is by far the largest employer in the area, and to deny Assisted Area status will have significant negative impact on the work to widen the employer base in the local economy.
- 5.2 Redcar and Cleveland Borough Council, Tees Valley Regeneration, One NorthEast and Yorkshire Forward (the mine traverses the border into Yorkshire) have all stated that there is opportunity to encourage significant investment through SFIE in the Loftus ward, yet lack of coverage has thwarted this since 1999.
- 5.3 There are currently only two key potash producers in Europe, and Boulby's competitor is based in Hesse, Germany – which has Assisted Area status. This has enabled the German government to provide financial support to restructure the German potash industry.
- 5.4 Guisborough contains three industrial estates, and a large US owned foundry for metal casting, where investment has already taken place and there is further potential. Redcar & Cleveland Council intend to keep and grow the manufacturing base in this ward and need Assisted Area status to help achieve this.
- 5.5 All of the five unitary authorities in the Tees Valley support the inclusion of Loftus and Guisborough as Assisted Areas.

### 6. Darlington Gateway

- 6.1 We understand that the contiguous zone covering Darlington was excluded from the map based on the results of the analysis of the indicators, and that the Heighington and Consicliffe ward – which retains coverage - is in a separate contiguous zone to the other Darlington wards. We are concerned that the Darlington Gateway scheme will not be covered. This development is identified as a priority for the Tees Valley City Region. The Darlington Gateway is part of an economic and spatial strategy that builds on the Borough's location as the gateway to the Tees Valley and North East England to deliver economic investment and employment.
- 6.2 Much of the key investment in this scheme has yet to take place, although the infrastructure is now complete. The key wards where we believe we should retain coverage are **Faverdale, Lingfield, and Sadberge and Whessoe**. These three wards represent only 7% of Darlington's total population, yet 36% of Darlington employees and 60% of manufacturing employees in the district.
- 6.3 All of the five unitary authorities in the Tees Valley support the inclusion of Faverdale, Lingfield and Sadberge and Whessoe as Assisted Areas.

## 7. Summary.

- 7.1 In order to achieve these improvements to the Assisted Area map boundaries, we are suggesting that five wards that offer less opportunity for investment should be swapped for the seven that we have highlighted for inclusion.
- 7.2 These proposed amendments would ensure contiguous geographical coverage (reference Appendix 3).
- 7.3 The five unitary authorities in the Tees Valley support these improvements to the Assisted Area boundaries and believe that this would ensure the best opportunities for the Tees Valley key employment sites.

**Table 1. Wards to be included**

District	CAS Ward Name	Population
Darlington	Faverdale	1,694
Darlington	Middleton St. George	3,989
Darlington	Sadberge & Whessoe	1,902
Darlington	Lingfield	3,687
Redcar and Cleveland	Guisborough	7,780
Redcar and Cleveland	Loftus	7,052
Stockton	Preston	3,102
<b>Total Wards to be included</b>		<b>29,206</b>

**Table 2. Wards to be excluded**

Middlesbrough	Beckfield	5,028
Darlington	Heighington and Coniscliffe	3,079
Middlesbrough	Park End	6,512
Redcar and Cleveland	Eston	7,422
Redcar and Cleveland	Teesville	6,787
<b>Total Wards to be excluded</b>		<b>28,828</b>

# Middlesbrough Council

www.middlesbrough.gov.uk

## Regeneration

Planning and Regeneration Programme  
PO Box 99A, Town Hall, Middlesbrough TS1 2QQ  
Tel: (01642) 245432



26<sup>th</sup> July 2006

Kerry Jonas  
Tees Valley Joint Strategy Unit  
Melrose House  
Melrose Street  
Middlesbrough

Direct Line: (01642) 729051

Fax: (01642) 729978

Our Ref:

Your Ref:

Dear Kerry

### RE: Assisted Area Consultation

I refer to your recent correspondence, indicating the likelihood that two wards in Middlesbrough, Parkend and Beckfield could be "traded" to try to secure the inclusion of the Durham Tees Valley Airport site.

It is our intention to raise this matter formally with our Executive Member on Monday 31<sup>st</sup> July 2006. However, I would like to confirm Middlesbrough Council's support towards the current Assisted Areas negotiations that have been ongoing between yourselves and key partners. Middlesbrough is committed to support these proposals to ensure the best opportunities for the Tees Valley's key employment sites.

As you are aware, the revised map shows a 6% loss for Middlesbrough, which impacted initially on the Ladgate ward only. In discussions with yourselves we are assured that this will not equate to any missed opportunities within the area, as this ward together with both Parkend and Beckfield are predominantly residential. I am also assured that the map will focus on the inclusion of all key employment sites in Middlesbrough for SMEs.

I would point out that our commitment to the current proposals are made on the assumption that they current boundaries are not for use for any other purposes than that of the Assisted Area Status, as we would not wish this to prejudice us at a later date.

I trust that between us, we can jointly secure the best deal for the Tees Valley and importantly the inclusion of Teesside Airport back onto the Assisted Area map. If I can be of any more assistance then please do not hesitate to contact me.

Yours sincerely



**Kevin Parkes**  
Head of Planning, Housing & Regeneration Programmes

## APPENDIX 2: INVESTMENT SITES IN THE TEES C VALLEY

BOROUGH	2003 WARD	DEVELOPMENT
DARLINGTON	Central	Albert Hill Industrial Estate
DARLINGTON	Central	Alliance Industrial Estate
DARLINGTON	Central	Borough Road Industrial Estate
DARLINGTON	Central	Cleveland Industrial Estate
DARLINGTON	Central	Darlington Gateway: Town Centre
DARLINGTON	Central	Eastmount Road Estate
DARLINGTON	Central	Edward Street Industrial Estate
DARLINGTON	Central	Imperial Centre
DARLINGTON	Central	Lingfield Point
DARLINGTON	Central	Nestfield Industrial Estate
DARLINGTON	Central	River Bank Industrial Estate
DARLINGTON	Central	Riverview Industrial Estate
DARLINGTON	Central	St Nicholas Industrial Estate
DARLINGTON	Central	Valley Street
DARLINGTON	Cockerton East	Hopetown Park
DARLINGTON	Faverdale	Darlington Gateway Faverdale East Business Park
DARLINGTON	Faverdale	Darlington Gateway Faverdale Strategic Site
DARLINGTON	Faverdale	Faverdale Industrial Estate
DARLINGTON	Haughton	Central Park
DARLINGTON	Haughton East	Blackett Road Industrial Estate
DARLINGTON	Haughton East	Red Barnes Way Industrial Estate
DARLINGTON	Haughton East	Ward Industrial Estate
DARLINGTON	Lingfield	Banks Road Industrial Estate
DARLINGTON	Lingfield	Darlington Gateway Lingfield Point
DARLINGTON	Lingfield	Darlington Retail Park
DARLINGTON	Lingfield	Yarm Road Industrial Estate
DARLINGTON	Middleton St. George	Durham Tees Valley Airport
DARLINGTON	North Road	North Road Industrial Estate
DARLINGTON	North Road	Whessoe Road Industrial Units
DARLINGTON	Sadberge and Whessoe	Darlington Gateway Darlington Great Park
DARLINGTON	Sadberge and Whessoe	Darlington Gateway Morton Palms
DARLINGTON	Sadberge and Whessoe	Morton Park Industrial Estate
HARTLEPOOL	Dyke House	Brougham Enterprise Centre
HARTLEPOOL	Elwick	Wynyard (Employment Opportunity)
HARTLEPOOL	Jackson	Coastal Arc: Hartlepool Quays
HARTLEPOOL	Jackson	Hartlepool Marina
HARTLEPOOL	Jackson	Victoria Harbour
HARTLEPOOL	Rossmere	Parkview West Industrial Estate
HARTLEPOOL	Rossmere	Queens Meadow (Employment Opportunity)
HARTLEPOOL	Rossmere	Usworth Rd/H'pool Workshops (NPW Estates)
HARTLEPOOL	Seaton	Graythorpe (Employment Opportunity)
HARTLEPOOL	Seaton	Hunter House Industrial Estate
HARTLEPOOL	Seaton	Teesbay Business Park
HARTLEPOOL	Seaton	Teesbay Retail Park
HARTLEPOOL	Seaton	Tofts Farm East Industrial Estate
HARTLEPOOL	Seaton	Tofts Farm West Industrial Estate
HARTLEPOOL	St Hilda	Oakesway Business Park
HARTLEPOOL	Stranton	Hartlepool Town Centre (Employment Opportunity)
HARTLEPOOL	Stranton	Longhill Industrial Estate
HARTLEPOOL	Stranton	Newburn Bridge Industrial Estate

## APPENDIX 1

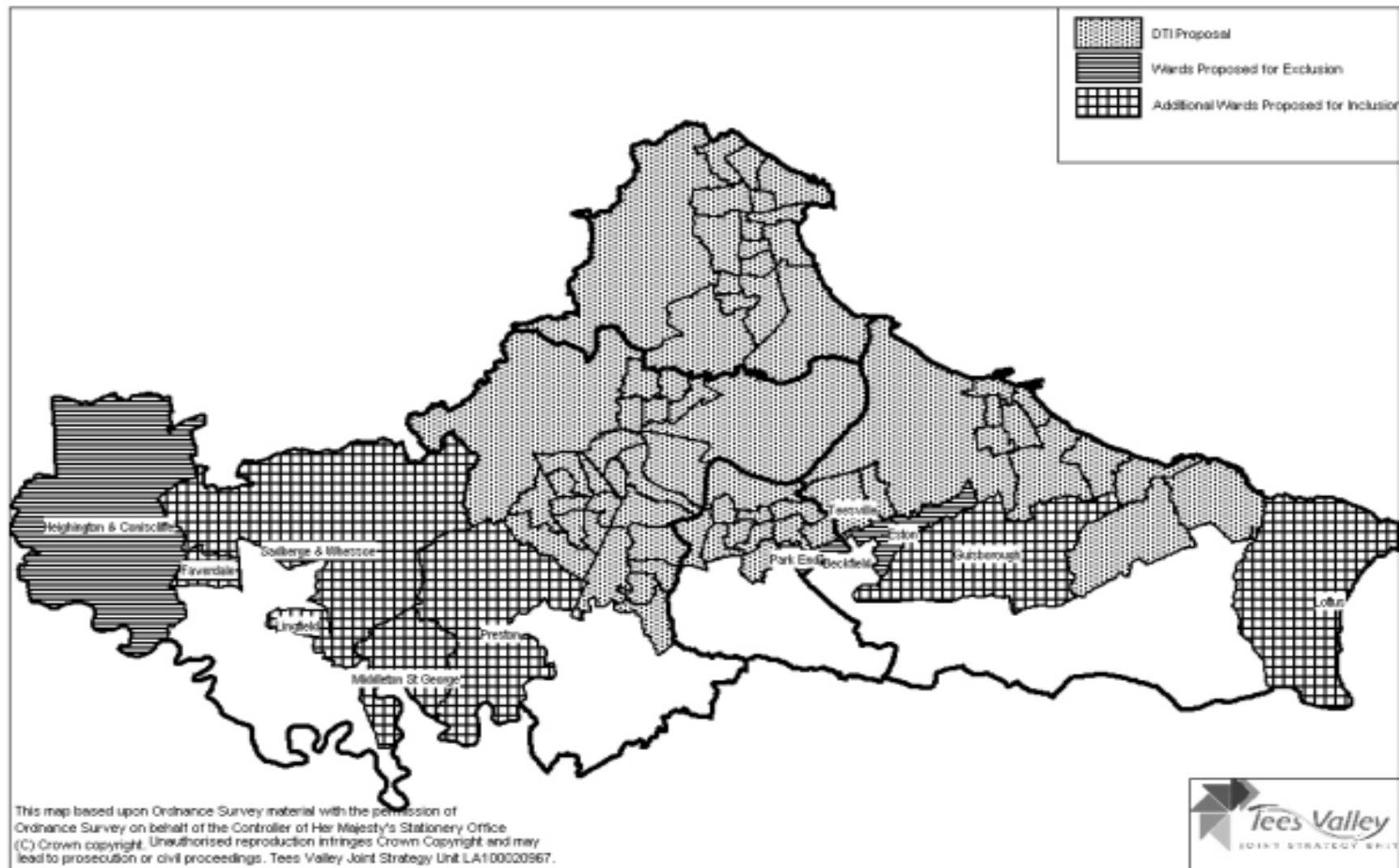
BOROUGH	2003 WARD	DEVELOPMENT
HARTLEPOOL	Stranton	Sandgate Industrial Estate
MIDDLESBROUGH	Ayresome	Letitia Industrial Estate
MIDDLESBROUGH	Ayresome	Teesside Leisure Park,
MIDDLESBROUGH	Clairville	Warelands Way Industrial Estate
MIDDLESBROUGH	Gresham	Cannon Park
MIDDLESBROUGH	Gresham	Lorne/Howard Industrial Estate
MIDDLESBROUGH	Middlehaven	Boho cluster
MIDDLESBROUGH	Middlehaven	Brentnall Business Units
MIDDLESBROUGH	Middlehaven	Broadcasting House
MIDDLESBROUGH	Middlehaven	Cleveland Business Centre
MIDDLESBROUGH	Middlehaven	Greater Middlehaven and Middlesbrough Town Centre
MIDDLESBROUGH	Middlehaven	Middlehaven
MIDDLESBROUGH	Middlehaven	Middlesbrough Wharf Industrial Estate
MIDDLESBROUGH	Middlehaven	Multi Media Exchange
MIDDLESBROUGH	Middlehaven	Queens Court
MIDDLESBROUGH	Middlehaven	Riverside Business Park
MIDDLESBROUGH	Middlehaven	Stockton Street Workshops
MIDDLESBROUGH	Middlehaven	University of Teesside/Digital City
MIDDLESBROUGH	North Ormesby and Brambles Farm	East Middlesbrough Industrial Estate, Cargo Fleet
MIDDLESBROUGH	North Ormesby and Brambles Farm	Lawson Industrial Estate, North Ormesby
MIDDLESBROUGH	North Ormesby and Brambles Farm	Queensway Business Centre, Cargo Fleet
MIDDLESBROUGH	Pallister	Southlands Centre
MIDDLESBROUGH	Park	Stonehouse Street Estate
REDCAR & CLEVELAND	Brotton	Skinningrove (Employment Opportunity)
REDCAR & CLEVELAND	Coatham	Coastal Arc: Redcar Town Centre
REDCAR & CLEVELAND	Coatham	Redcar Station Business Centre
REDCAR & CLEVELAND	Dormanstown	Dormanstown Industrial Estate, Redcar
REDCAR & CLEVELAND	Dormanstown	Kirkleatham Business Park, Redcar
REDCAR & CLEVELAND	Dormanstown	Teesport
REDCAR & CLEVELAND	Dormanstown	Teesport Commerce Park, South Bank
REDCAR & CLEVELAND	Dormanstown	Teesport, Grangetown
REDCAR & CLEVELAND	Dormanstown	Warrenby Industrial Estate, Redcar
REDCAR & CLEVELAND	Dormanstown	Wilton
REDCAR & CLEVELAND	Grangetown	Bolckow Industrial Estate, Grangetown
REDCAR & CLEVELAND	Guisborough	Bow Street Centre, Guisborough
REDCAR & CLEVELAND	Guisborough	Cleveland Gate Industrial Estate, Guisborough
REDCAR & CLEVELAND	Guisborough	Guisborough Industrial Estate
REDCAR & CLEVELAND	Guisborough	Morgan Drive Industrial Estate, Guisborough
REDCAR & CLEVELAND	Kirkleatham	Kirkleatham (Employment Opportunity)
REDCAR & CLEVELAND	Lockwood	Barnet Industrial Estate, Lingdale
REDCAR & CLEVELAND	Lofus	Boulby Mine+C123
REDCAR & CLEVELAND	Lofus	North Liverton Industrial Estate, Liverton Mines
REDCAR & CLEVELAND	Longbeck	Longbeck Industrial Estate, Marske
REDCAR & CLEVELAND	Skelton	Skelton (Employment Opportunity)
REDCAR & CLEVELAND	South Bank	Nelson Industrial Estate, South Bank
REDCAR & CLEVELAND	South Bank	Skippers Lane Industrial Estate, South Bank
REDCAR & CLEVELAND	South Bank	South Tees (Port/Energy)
REDCAR & CLEVELAND	South Bank	South Tees Business Centre
REDCAR & CLEVELAND	South Bank	Wilton Site
STOCKTON	Charltons	Belasis Business Centre, Billingham
STOCKTON	Charltons	Belasis Hall Technology Park, Billingham
STOCKTON	Charltons	Billingham Reach Industrial Estate, Billingham



## APPENDIX 1

BOROUGH	2003 WARD	DEVELOPMENT
STOCKTON	Charltons	Billingham/Haverton Hill/Port Clarence
STOCKTON	Charltons	Cowpen Lane Industrial Estate, Billingham
STOCKTON	Charltons	Haverton Hill Industrial Estate, Billingham
STOCKTON	Charltons	Old Billingham Business Centre
STOCKTON	Charltons	Chemicals: Seal Sands
STOCKTON	Egglescliffe	Durham Lane
STOCKTON	Egglescliffe	Durham Lane Industrial Estate, Egglescliffe
STOCKTON	Egglescliffe	Egglescliffe Logistics Centre
STOCKTON	Grange	Leeholme Road Industrial Estate, Billingham
STOCKTON	Grange field	Oxbridge Industrial Estate, Stockton
STOCKTON	Mandale	Sailsport Industrial Estate, Thornaby
STOCKTON	Newtown	Primrose Hill Industrial Estate, Stockton
STOCKTON	Norton	Lustrum Industrial Estate, Stockton
STOCKTON	Norton	Mandale
STOCKTON	Norton	North Tees Industrial Estate, Stockton
STOCKTON	Norton	Portrack Interchange, Stockton
STOCKTON	Park field	Black Path Industrial Estate
STOCKTON	Park field	Boathouse Lane Industrial Estate, Stockton
STOCKTON	Park field	Boathouse Lane,
STOCKTON	Park field	Bowesfield Industrial Estate, Stockton
STOCKTON	Park field	Preston Farm Industrial Estate, Stockton
STOCKTON	Park field	SMI: Stockton Business Centre
STOCKTON	Park field	SMI: Stockton Riverside
STOCKTON	Park field	SMI: Stockton South Gateway
STOCKTON	Park field	SMI: Stockton Town Centre
STOCKTON	Portrack and Tilery	Greater North Bank ex North Shore
STOCKTON	Portrack and Tilery	Malleable Way Industrial Estate, Stockton
STOCKTON	Portrack and Tilery	North Shore
STOCKTON	Portrack and Tilery	Portrack Industrial Estate, Stockton
STOCKTON	Portrack and Tilery	Portrack Retail Park, Stockton
STOCKTON	Portrack and Tilery	Ross Road/Arkgrove Industrial Estates, Stockton
STOCKTON	Portrack and Tilery	St. Anne's Industrial Estate, Stockton
STOCKTON	Portrack and Tilery	St. Mary's Gate Industrial Estate, Stockton
STOCKTON	Preston	Durham Tees Valley Airport
STOCKTON	St Cuthbert's	Grange Business Centre, Billingham
STOCKTON	St Cuthbert's	Chemicals: St Cuthbert's
STOCKTON	Stainsby	Teesside Industrial Estate
STOCKTON	Victoria	Bon Lea Industrial Estate, Thornaby
STOCKTON	Victoria	Mandale Industrial Estate, Thornaby
STOCKTON	Victoria	Richmond House, Thornaby
STOCKTON	Victoria	SMI: Teesdale
STOCKTON	Victoria	Teesside Retail Park, Thornaby
STOCKTON	Victoria	The Wolfson Research Institute
STOCKTON	Victoria	Thornaby Place/Riverside, Thornaby
STOCKTON	Village	Thornaby Airfield Industrial Estate
STOCKTON	Whitton	Stillington Industrial Estate
STOCKTON	Whitton	Wynyard (Employment Opportunity)+C32

### APPENDIX 3: ASSISTED AREAS IN THE TEES VALLEY – PROPOSED MENDMENTS



Stuart.Green@HSCDomino  
04/08/2006 19:24

To: scott.gone@go-regions.gsi.gov.uk  
cc: kerry.jones@teesvalley-jtu.gov.uk, Bart Johnson@HSCDomino@HSCDOMINO, Antony Steinberg@HSCDomino@HSCDOMINO  
bcc:  
Subject: Assisted Areas Review

Dear Mr Scott,

I should confirm Hartlepool Borough Council's endorsement of the detailed response to the Assisted Areas Review which is being submitted by the Tees Valley Joint Strategy Unit, relating to the implications for Hartlepool and the Tees Valley as a whole.

The Council welcomes the recognition given to the great bulk of areas of both need and investment potential across the Tees Valley, but would contend that the incorporation of the Darlington Tees Valley airport sites, Faverdale, Lingfield, Sadberge and Whessoe, Loftus and Guisborough would open up significant additional opportunities with a range of differing strengths, thereby maximising the prospects of securing further growth in the Tees Valley.

Yours sincerely,  
Stuart Green

Assistant Director (Planning and Economic Development)  
Regeneration and Planning Department  
Hartlepool Borough Council  
Bryan Hanson House  
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## **REGENERATION, LIV EABILITY AND HOUSING PORTFOLIO**

Report to Portfolio Holder  
30 August 2006



**Report of:** Head of Public Protection & Housing

**Subject:** Homelessness Strategy Update

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### **SUMMARY**

#### **1. PURPOSE OF REPORT**

To review and update the Homelessness Strategy.

#### **2. SUMMARY OF CONTENTS**

The report sets out the current levels and nature of homelessness within Hartlepool and the progress made to date on our five year Homelessness Strategy.

#### **3. RELEVANCE TO PORTFOLIO HOLDER**

The Portfolio Holder is responsible for Housing Services.

#### **4. TYPE OF DECISION**

Non-key decision.

#### **5. DECISION MAKING ROUTE**

Portfolio Holder.

#### **6. DECISION(S) REQUIRED**

To approve the Homelessness Strategy Update and the recommended priorities for continued and future action.

**Report of:** Head of Public Protection & Housing

**Subject:** Homelessness Strategy Update

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## 1. PURPOSE OF REPORT

- 1.1 To update the Homelessness Strategy and report on current levels of homelessness in Hartlepool

## 2. BACKGROUND

The Homelessness Act 2002 made major changes to dealing with homelessness and introduced the need for a strategic, corporate approach to homelessness through the requirement of all Local Housing Authorities to publish a five year Homelessness Strategy. The government's intention was to shift the emphasis of local authorities homelessness services away from a largely responsive service to a more strategic one, looking ahead, and preventing homelessness occurring. The government's objectives are also reflected in their series of performance indicators and specific targets for homelessness, which will play a key role in all council's Corporate Performance Assessments.

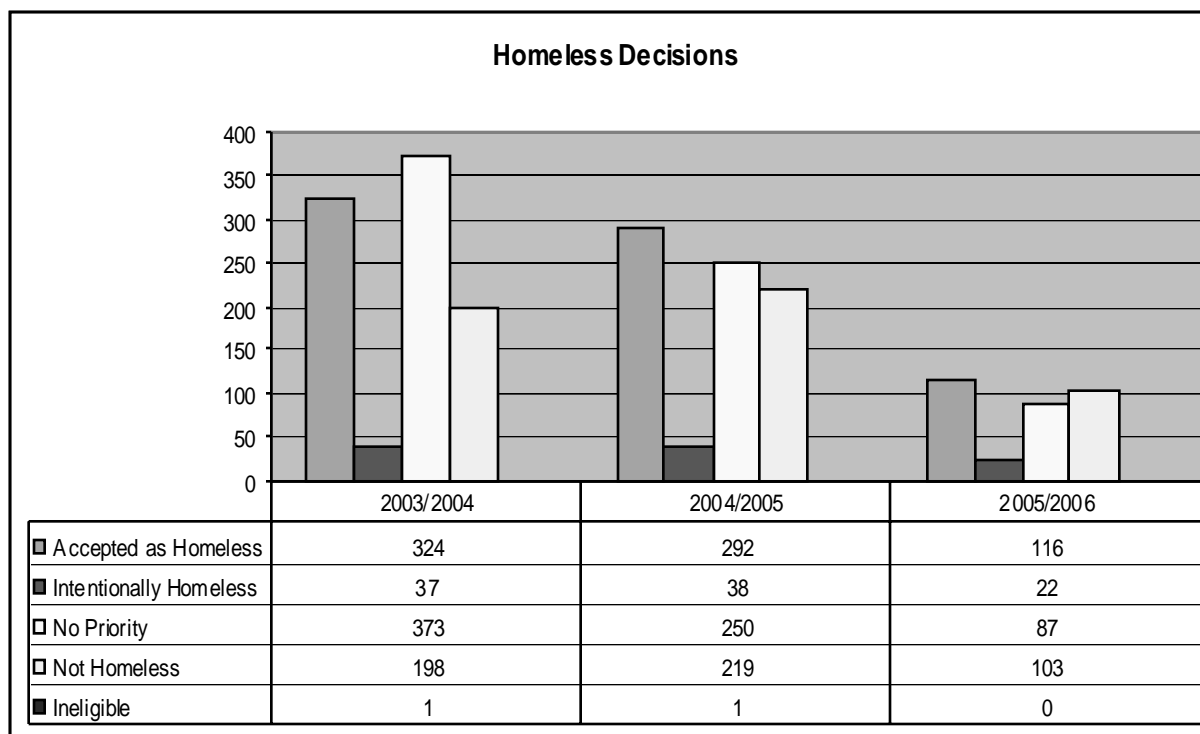
Hartlepool's Homelessness Strategy was first published in July 2003 following a comprehensive review of homelessness in Hartlepool. The Strategy was developed by a steering group of key agencies from both the public and voluntary sectors and includes a detailed action plan and recommended priorities to achieve its aims, which are to:

- Prevent homelessness – by ensuring that people have access to good quality advice and assistance.
- Reduce the potential for homelessness – through inter-agency working and complimentary strategies.
- Alleviate the effects of homelessness – by providing good quality services for those people who do become homeless.

Although the Action Plan is a working document and continually updated, the overall Strategy is now three years old. The Homelessness Strategy Update has been produced to assess how effective the strategy has been in reducing homelessness and to reassess the recommended priorities for action, based on current issues and levels of homelessness in the town.

The Homelessness Strategy Update 2006 is attached at **Appendix 1**.

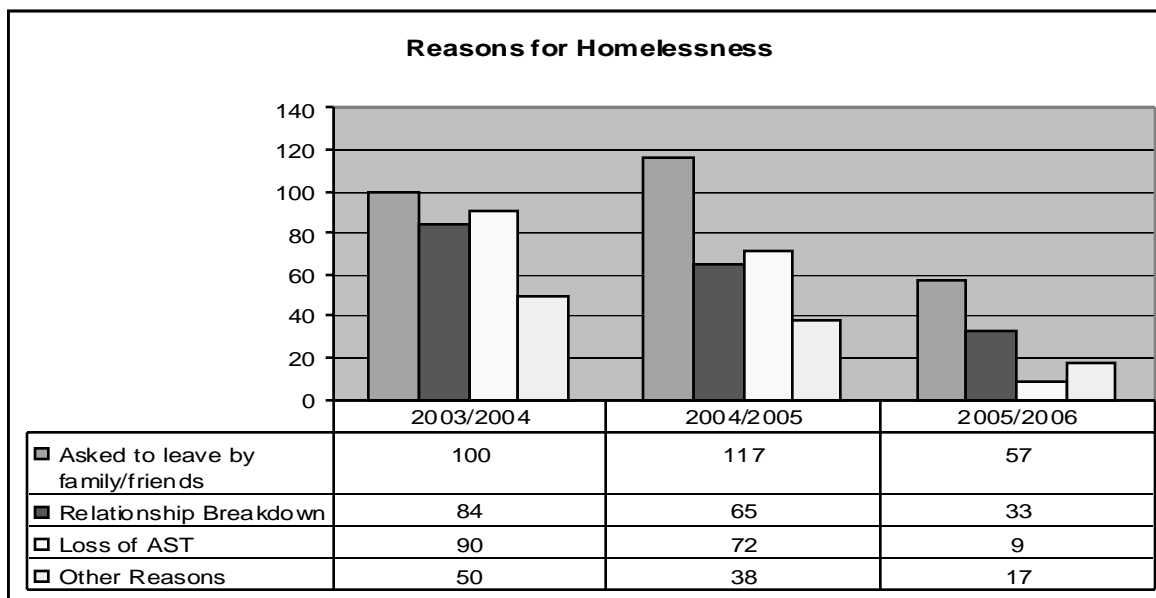
### 3. CURRENT LEVELS OF HOMELESSNESS IN HARTLEPOOL



The development of the Homelessness Strategy in Hartlepool has already made a significant impact on the levels of homelessness within the town. By responding to the causes of homelessness and focusing our resources on homelessness prevention we have been able to resolve many potentially homeless situations before they occur. Additionally the enhanced partnership working and inter-agency liaison, championed by the Homelessness Strategy Steering Group, continues to improve and achieve positive outcomes.

The number of households having to be accepted as 'Priority Homeless' has been reduced by over 50% within the last three years and this trend is continuing.

#### 4. REASONS FOR HOMELESSNESS IN HARTLEPOOL



Traditionally the main causes of homelessness in Hartlepool have reflected the national picture being 'asked to leave by family/friends', 'relationship breakdown' and 'loss of an Assured Short-hold Tenancy' (private sector tenancy). Through timely and effective housing advice we have seen major improvements to the overall reduction of homelessness against all the main causes.

The need for a dedicated Tenancy Relations Officer was identified within our Homelessness Strategy and this appointment has proved successful in helping to reduce homelessness against one of the traditionally highest causes in Hartlepool that of losing a private sector tenancy. By targeted advice and assistance to both landlords and their tenants around their rights and responsibilities and promoting good practice within the sector, we have seen the numbers of homeless acceptances due to the loss of a private sector tenancy fall by 90%.

#### 5. KEY FACTORS CURRENTLY EFFECTING HOMELESSNESS IN HARTLEPOOL

##### **Lack of supported accommodation and floating support services**

Although there has been an increase in the numbers of supported accommodation since the Homelessness Strategy was published there is still insufficient available to meet the demand. In particular there is an urgent need for supported tenancies for young people, especially those aged 16 to 17 who often need support to gain the necessary skills needed to sustain a successful tenancy and prevent them from becoming homeless again.

##### **Affordability**

Housing benefit restrictions are a major contributor to making much of the private sector accommodation in Hartlepool unaffordable to people on low incomes or Income Support. Currently the average 'eligible rent' in Hartlepool, as set by the Rent Officer Service, is approximately £70 per week and housing benefit can only be paid up to this level irrespective of the actual rent charged. This often leaves claimants having to find shortfalls of £5 to £30 per week from their Income Support to supplement their rent.

Additionally single people under the age of 25 can only claim housing benefit up to the maximum allowed for a single room, which is currently £48.50. Very few landlords offer 'single room' accommodation and most demand substantially higher rents than could be afforded by those under 25.

### **Access to Accommodation**

Improving access to accommodation continues to be a key issue featured in the action plan of the Homelessness Strategy Update and includes the review of the Joint Allocations Policy with Housing Hartlepool, the development of a standard Nominations Agreement with all Registered Social Landlords operating in Hartlepool and the development of a Vulnerable Persons Housing Panel, with the appointment of a full time coordinator, to ensure the appropriate and most effective distribution of supported accommodation and floating support services.

### **Priorities for Future Action**

Although we have made significant improvements in reducing the level and causes of homelessness in Hartlepool there is still much to be done to achieve our long-term vision to *end homelessness in Hartlepool and to ensure all residents have access to a safe and secure home*. The Homelessness Strategy Steering Group continues to recommend the following priorities for action:

- Provision of high/medium level supported accommodation for young people (16-25) including those with substance misuse problems or offending behaviour.
- Provision of high/medium level supported accommodation people over 25 with substance misuse problems or offending behaviour.
- Provision of high level supported accommodation for women with complex needs, including mental health problems.
- Provision of high level supported accommodation for men with complex needs, including mental health problems.

## **6. RECOMMENDATIONS**

To approve the Homelessness Strategy Update (2006) and the recommended priorities for action.





## Hartlepool's Homelessness Strategy 2003-2008

# Progress Report 2005 and Revised Action Plan



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# Introduction and Background



## Introduction

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This is the first progress report of Hartlepool's Homelessness Strategy and an opportunity to report on the actions that have been achieved to date, assess the effectiveness of those completed and, with the benefit of hindsight, be able to revise the focus of future actions. The Action Plan has also been updated and revised to include all related projects, schemes and activities that have been introduced in order to achieve positive outcomes towards homelessness and homeless prevention.

This report has been agreed by the Homelessness Strategy Steering Group which was established to develop, oversee the implementation, and monitor the effectiveness of the strategy for Hartlepool. The scope of the strategy was to cover all people who are homeless, not only those for whom the Council has a duty to secure accommodation, and the overall aim of the Strategy is to;

- Prevent homelessness - by ensuring that people have access to good quality advice and assistance
- Reduce the potential for homelessness - through inter-agency working and complimentary strategies
- Alleviate the effects of homelessness - by providing good quality services for those people who do become homeless.

The Homelessness Strategy cannot be viewed in isolation; it must be consistent with the Council's broader housing strategy and with other strategies, in particular, those for Supporting People, Crime & Disorder, and Health & Social Care. For this reason, it has been integrated into the work of the Hartlepool Partnership and the Community Strategy. The Environment and Housing aim of the Partnership includes the objective to "provide accommodation and services for vulnerable people including the homeless". The Housing Partnership is responsible for leading on the achievement of this objective and this review will be reported to them.



## Large Scale Voluntary Transfer of Council Housing Stock

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In March 2004, Hartlepool Borough Council transferred the ownership and management of its rented council housing stock to Housing Hartlepool. Housing Hartlepool was a newly set up registered social landlord and is a 'not for profit' organisation.

The decision to transfer the stock was taken following both an option appraisal that identified transfer as the preferred route to achieving the Government's Decent Homes Targets and a positive ballot by tenants.

The company now manages 7500 properties throughout the Hartlepool area and surrounding villages. These range from five bedroom family houses to flats for single people. In addition there is a wide range of bungalows and sheltered housing complexes for the elderly.

The Council, therefore, no longer has a direct landlord role in housing management.

However we still have a key strategic role in ensuring that the housing needs of the borough are met and we have retained the 'Strategic Housing' service to fulfil this duty.

Strategic housing consists of:

- Housing Strategy
- Homelessness Service
- Housing Advice Service
- Supporting People Programme
- Special Needs Housing
- Private Sector Housing
- Housing Capital Funding and Bids
- Regional and Sub-Regional Work.



## **The Homelessness Strategy Steering Group**

During the production of the Homelessness Strategy the attendance of the Steering Group meetings varied, with some members only being able to attend one or two meetings and others being much more heavily involved. In order to refocus on the aims and objectives of the Strategy and be able to more effectively 'steer' the Homelessness Strategy and its Action Plan the membership needed to be reviewed and the remit of the group redefined. The revised membership is detailed below.

The contribution made by all the original members has been greatly appreciated and we would like to take this opportunity to thank everyone for their involvement. A full list of members involved in the original Steering Group is attached as appendix A.

The Steering Group will continue to develop and oversee the implementation of the Strategy, monitor the progress of the Action Plan and produce Progress Reports.

### **Revised membership of the Homelessness Strategy Steering Group**

#### **HBC Neighbourhood Services Department**

Penny Garner-Carpenter - Strategic Housing Manager  
Lynda Garbutt - Housing Advice Manager  
Pam Twells - Supporting People Manager

#### **HBC Community Services Department**

Danny Dunleavy - Youth Offending Team Manager  
Chris Hart - DAT Coordinator

#### **Connexions**

Maureen Semple - Personal Advisor

#### **NACRO**

Gordon Fenwick - Project Leader  
Sharon Bircumshaw - Project Worker

#### **HBC Social Services Department**

Terry Maley - Planning and Implementation Officer  
Pam Simpson - Duty Team Manager

#### **Hartlepool Action Team for Jobs**

Judith Hall - Team Manager

#### **Probation Service**

Maureen Hall - Acting Senior Probation Officer

#### **Depaul Trust**

Estelle Robinson - Outside Link Advice Worker

#### **Stonham HA**

Les Woodward - Area Manager

## **Evaluation of our Strategy**

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The Homelessness and Housing Support Directorate, within the Department for Communities and Local Government, commissioned the Housing Quality Network Services (HQNS) to provide an independent evaluation of all local authorities' homelessness strategies with the aim of providing further guidance and practical assistance.

The summary report that we received on our Strategy included the following comments;

### **Fit with other strategies**

"The Review contains a thorough examination of the ways in which a wide range of strategies are contributing to tackling homelessness, including most programmes set out in the guidance, and some additions. There is a strong emphasis on improving work between agencies to provide a more co-ordinated range of services."

### **Strategy development process**

"The Review used a range of techniques for the involvement of stakeholders, although the presentation of data on homelessness is largely limited to P1E's [the government return to the ODPM's Homelessness Directorate]. The involvement of service users is a particular strength. It is less clear how stakeholders were involved in the development of the priorities for the Strategy, a Steering Group was established but the role and membership of this group is not stated."

### **Links between Review, Strategy and Action Plan**

"The Review is particularly strong in identifying gaps in services and contains a full set of recommendations. The Strategy is based around these recommendations, in the main, and they are grouped under the key strategic aims and objectives in the Action Plan."

### **Strengths**

"The Strategy is strong in identifying clear priorities for action, and identifying the main priorities for the development of local support services targeted at specific groups. The Actions are clearly specified, practical and achievable. The Review involved extensive work with a wide range of agencies and service users, although there is a need to consolidate this multi-agency approach in the continuing role of the steering group."

### **Weaknesses**

"No proposals around rough sleeping; limited proposals for improving access to settled accommodation; somewhat limited attention to the needs of specific groups."

### **Action Plan**

"A very effective Action Plan, meeting all the requirements of a SMART approach."



### **Mechanisms for monitoring and evaluation**

“The Strategy is to be reviewed annually through the Steering Group, and the need to monitor both the delivery and impact of the action is recognised. The arrangements for more regular reporting of progress are not stated.”

### **Overall assessment**

“A thorough Review, with strong involvement of stakeholders and users, and a clear and comprehensive set of recommendations. The Strategy is well structured around these recommendations, and has an achievable set of actions that should improve services to the homeless in Hartlepool. There is a strong commitment to improving joint work across a range of agencies. There are some gaps in terms of rough sleepers, and access to settled accommodation.”

### **Good practice**

“Specific focus on advice and assistance to young people with accommodation problems and support for ex-offenders to help them sustain private tenancies. Also the appointment of a Tenancy Relations Officer to promote good practice with private landlords and reduce homelessness from that source.”

## **Our Response**

Overall we are very pleased with the assessment of our Strategy and are reassured that this endorsement recognises the efforts we are making to improve the services to homeless or potentially homeless people within Hartlepool. However we recognise we can still take this further and that there are specific areas which require improvement.

We have conducted a count that has confirmed our recognition that rough sleeping is not a large problem in Hartlepool, but we will continue to monitor this situation.

We are carrying out ongoing work with local registered social landlords (RSLs) in relation to their allocation policies and considering introduction of a private landlords' referrals scheme.

We recognise we have more work to do in understanding the needs of the BME community and we will make contacts with BME community leaders to consider the best way to consult with them.

## Current Levels of Homelessness

The development of the Homelessness Strategy in Hartlepool has already made a significant impact on the levels of homelessness within the town. By responding to the causes of homelessness and focusing our resources on homelessness prevention we have been able to resolve many potentially homeless situations before they occur.

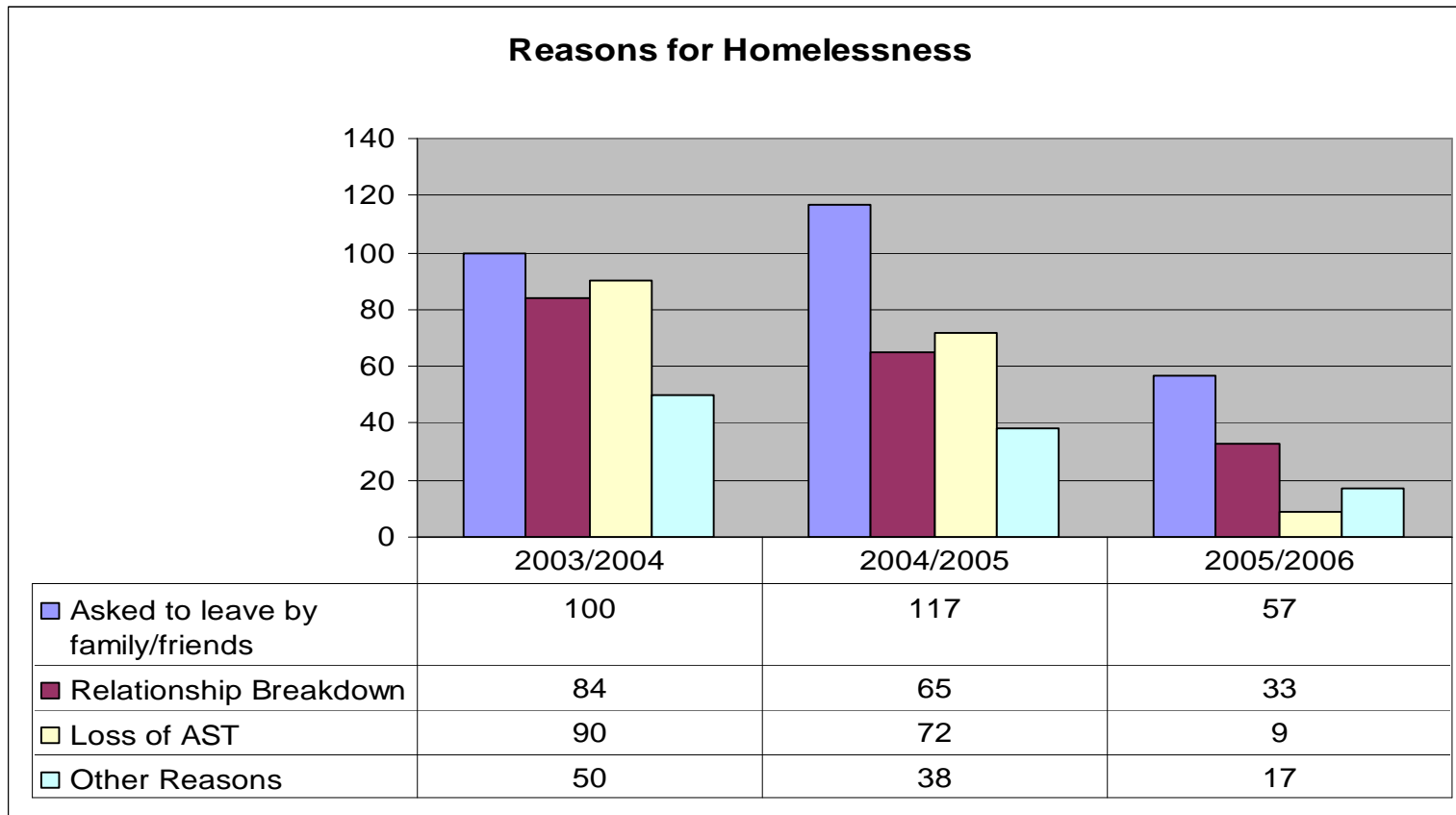
Additionally the enhanced partnership working and inter-agency liaison, championed by the Homelessness Strategy Steering Group, continues to improve and achieve positive outcomes.

The number of households having to be accepted as 'Priority Homeless' has been reduced by over 50% within the last 3 years and this trend is continuing.



Traditionally the main causes of homelessness in Hartlepool have reflected the national picture being 'asked to leave by family/friends', 'relationship breakdown' and 'loss of an Assured Short-hold Tenancy' (private sector tenancy). Through timely and effective housing advice we have seen major improvements to the overall reduction of homelessness against all the main causes.

The need for a dedicated Tenancy Relations Officer was identified within our Homelessness Strategy and this appointment has proved successful in helping to reduce homelessness against one the traditionally highest causes in Hartlepool that of losing a private sector tenancy. By targeted advice and assistance to both landlords and their tenants around their rights and responsibilities and promoting good practice within the sector we have seen the numbers of homeless acceptances due to the loss of a private sector tenancy fall by 90%.



## **Key factors currently effecting homelessness in Hartlepool**

### **Lack of supported accommodation and floating support services**

Although there has been an increase in the numbers of supported accommodation since the Homelessness Strategy was published there is still insufficient available to meet the demand. In particular there is an urgent need for supported tenancies for young people, especially those aged 16 to 17 who often need support to gain the necessary skills needed to sustain a successful tenancy and prevent them from becoming homeless again.

### **Affordability**

Housing benefit restrictions are a major contributor to making much of the private sector accommodation in Hartlepool unaffordable to people on low incomes or Income Support. Currently the average 'eligible rent' in Hartlepool, as set by the Rent Officer Service, is approximately £70 per week and housing benefit can only be paid up to this level irrespective of the actual rent charged. This often leaves claimants having to find shortfalls of £5 to £30 per week from their Income Support to supplement their rent.

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### **Access to Accommodation**

Improving access to accommodation continues to be a key issue featured in the action plan of the Homelessness Strategy Update and includes the review of the Joint Allocations Policy with Housing Hartlepool, the development of a standard Nominations Agreement with all Registered Social Landlords operating in Hartlepool and the development of a Vulnerable Persons Housing Panel, with the appointment of a full time coordinator, to ensure the appropriate and most effective distribution of supported accommodation and floating support services.

# Progress on Supported Housing Schemes

## New Supported Housing Service for Young People

### Action Plan No 1 (Ongoing)

Stonham Housing Association has been successful with a capital bid to the Housing Corporation for funding to develop a specialist supported housing service for young people aged 16 - 25yrs. This need for this development, to be called Gainford House, has been identified following full consultation with service users and stakeholders in the borough and falls within one of the main priorities for action within the Homelessness Strategy to provide high/medium level supported accommodation for young people (16-25) including those with substance misuse problems or offending behaviour.

The service will provide 10 self-contained flats comprising a core of 6 higher support units, with 4 more separate, independent units (identified for move-on within the service and with more independence prior to moving into own tenancy). All flats will be on the same site and within the same security systems.

*Artist's impressions of the new scheme:*

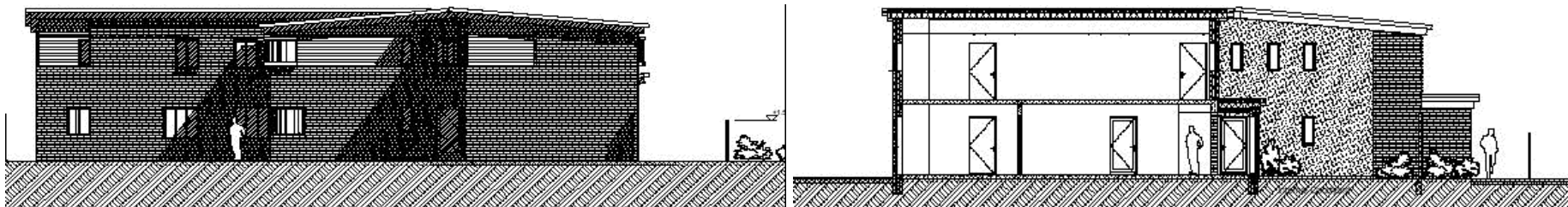


The aim is to provide housing and support services to young homeless people with a range of needs, with the staff working with the service users on independent living skills such as budgeting, debt management, positive social networks and education/training/leisure opportunities. The young people will be able to stay with the service from 3 months to 2 years depending on their age, needs and aspirations. Staff will provide help and practical support in accessing and moving on into permanent accommodation.

The service will include flats with wheelchair access, a communal area for residents and visitors with some options a for training/ education area. The accommodation will also include staff office space & sleep-in area.

Staff will be on site 24 hours a day, seven days a week, and security issues will be a crucial element in the building and service design including the provision of full CCTV. Stonham will participate in the usual neighbour and community consultation process and in addition may undertake some pro-active PR in the area at the appropriate time.

Stonham Housing Association runs 549 directly managed services in England, for a wide range of people, working in partnership with Local Authorities, health care providers, probation and others, delivering services to 11,210 people every year. In developing new services they are keen to not only provide the best quality housing and support they can deliver, but also to respond to and address any neighbourhood issues and work towards ensuring low-profile integration into the community.



## Scott Grange: Supported Housing for Ex-Offenders and People at Risk of Offending

### Action Plan No 4 (Complete)

Scott Grange, a scheme from Stonham Housing Association, reopened in December 2003 after a £600,000 major refurbishment. The works greatly improved the quality of accommodation and included extending the premises to enable the accommodation to be converted from single rooms with shared facilities to self-contained single person flats, which are furnished to a high standard.

The service continues to provide temporary accommodation and support for 11 individuals who are either ex-offenders, or those at risk of offending, who are homeless or in housing need. The support offered is aimed at working with service users to meet their individual needs, develop skills and enable a successful transition into independent living.

Referrals to the scheme should be made through the council's Housing Advice Team, who will check the application against the agreed referral criteria, and if appropriate forward on to the management team at Scott Grange for further consideration. All unsuccessful applications will be offered advice and assistance on other housing options that might be available to them.





## Anna Court: Supported Housing for Teenage Parents

### Action Plan No 9 (Complete)

Anna Court is a residential service from Tees Valley Housing Association that provides a safe environment for young parents and pregnant women, aged 16-25, to bring up their children. The scheme opened on 26th June 2004.

The scheme is fully staffed 24 hours, 7 days a week. There are six two bedroom fully self-contained flats, plus communal facilities for social and training activities.

The aim of the scheme is to help young parents to reach their full potential by maximising their training, education and employment opportunities. Ultimately, they will move on to more independent living, depending on their circumstances. Floating support is also organised from the scheme for 6 young parents in independent housing.



## Eamont Terrace: Supported Housing for People with Mental Health Issues

### Action Plan No 10 (Complete)

Three Rivers Housing Association and Richmond Fellowship have worked in partnership to provide a supported housing scheme for people with mental health issues. Mayor Stuart Drummond officially opened the scheme, named Eamont Terrace, on 18th June 2004.

This is a new build scheme, on the site of the former school buildings at the end of Eamont Gardens, and provides eight self-contained fully furnished one bedroom flats plus 24-hour support.

The aim of the project is to enable people to gain the appropriate skills, according to their individual needs, to help prepare them for more independent living.



## **Avondene: Supported Housing for People in Housing Need**

### **Action Plan No 11 (Complete)**

Avondene is a new service from Stonham Housing Association which opened mid November 2004 after undergoing a £80,000 refurbishment. The service provides accommodation and support to 11 individuals who are in housing need and require support to manage their tenancy and live successfully within the community.

The accommodation consists of 11 self-contained single person flats, which are furnished to a high standard. The service will provide individuals with accommodation and low level support for up to a 2-year duration. The support offered is aimed at working with service users to meet their individual needs, develop skills and overcome any barriers they have in securing permanent accommodation within general needs housing.

Referrals to the scheme should be made through the council's Housing Advice Team, who will check the application against the agreed referral criteria, and if appropriate forward on to the management team at Avondene for further consideration. All unsuccessful applications will be offered advice and assistance on other housing options that might be available to them.





# Progress on Other Initiatives



## Tenancy Relations Officer Post

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### Action Plan No 14 (Complete)

One of the main causes of homelessness in Hartlepool continues to be the loss of a private sector tenancy. The Review of Homelessness in Hartlepool found that this appeared to be mainly due to rent levels being too high for people on Housing Benefit and landlords asking their tenants to leave without the correct processes of notice and possession hearing being followed. The Review also found some evidence that poor conditions and management practices within the private sector could also be contributing to homelessness.

The Strategy aimed to address this issue by the appointment of a Tenancy Relations Officer to encourage and promote good practice within the private sector, and where necessary carry out enforcement action in cases of illegal eviction or harassment.

Alistair Simpson took up the post in July 2003 and is based within the Council's Housing Advice Team.



*"Since coming to Hartlepool I've found my duties to be many and varied, but the main emphasis has been to resolve disputes between landlords and their tenants and to prevent homelessness wherever possible. Many of the cases I've been involved in have arisen because the landlord or the tenant has been unaware of their responsibilities. I see one of my key roles to be education and raising awareness of both landlords and tenants rights and responsibilities."*

Since March 2004 Alistair has given detailed advice and assistance over 400 separate cases, and unfortunately 6 landlords have been cautioned regarding their activities, however we have not to date had to instigate any prosecutions.

## Temporary Housing Advice Officer Post

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### Action Plan No 15 (Complete)

This post was created in April 2003 using funding from the ODPM Homelessness Grant. The current post holder, Kath Shaw, is seconded from Housing Hartlepool. Originally this post was funded for 12 months but further ODPM funding has enabled us to extend this until March 2006.

Kath's role involves interviewing clients who may face homelessness and assisting them with all the contributory issues (rent and mortgage arrears, Housing Benefit and DWP applications and appeals). She also supports people to successfully sustain their tenancies (by working with landlords and ensuring appropriate support is available where necessary). Kath works very effectively to prevent homelessness, by liaising with families and/ or landlords and all the agencies that would impact on homelessness.

*"Since joining the team, I have learned a lot about the causes of homelessness and its prevention. I have gained invaluable experience, and by building up good relationships with landlords and other relevant agencies, have been able to prevent many cases that would have become homeless. I thoroughly enjoy my role and feel that by working proactively we can significantly improve people's quality of life. As there are so many social issues surrounding homelessness, I think it's really important to understand the triggers and how important appropriate support can be."*



## **Accommodation Officer Post**

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### **Action Plan No 16 (Complete)**

This temporary post was created in April 2003 for 12 months, with multi-agency funding, to improve access into permanent accommodation and prevent homelessness amongst young people. The post holder was based within the Connexions Service and quickly became seen as another Personal Advisor with responsibility for assisting those young people approaching the service who also had an accommodation problem. As a result the officer became exclusively involved in client casework and was unable pursue the strategic elements that the creation of this post had intended to achieve.

Although the post was invaluable for the individual young people who were given assistance, the Steering Group felt that this need could be met by existing services and that the fundamental need the post was intended to address was becoming a lost opportunity.

As a result it was agreed to bring this post to close at the end of the 12-month contract and attempt to recruit to a new Homelessness Strategy Officer post. The revised job description places greater emphasise on the strategic elements needed to assist with the aims and objectives identified within the Homelessness Strategy.

## Homelessness Strategy Officer Post

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### Action Plan No 17 (Complete)

This temporary post was created with multi-agency funding, from Neighbourhood Services, the Youth Offending Service, the Young Persons Team and Hartlepool Action Team for Jobs, to promote and carry out the aims and objectives of the strategy and to assist all partners with its implementation. The strategy reflects local circumstances and the needs of people in the Borough. Funding for 12 months is currently available.

The post holder's emphasis is on prevention of homelessness within the Borough, and to assist with ensuring there is sufficient accommodation for homeless people or those people who may become homeless. In addition, the post holder will look at initiatives that ensure there is satisfactory support for people to prevent them becoming homeless again.

The role is very much targeted at improving inter-agency working in order to prevent, reduce and alleviate the effects of homelessness by the effective coordination of the service available.

Siobhan Rafferty took up the post in May 2005 and, although based within the Council's Housing Advice Team, she also spends time with each of the funding agencies and is keen to make contacts with all other agencies with links to homelessness and homelessness prevention. Siobhan can be contacted at the Housing Advice Team or on email at [siobhan.rafferty@hartlepool.gov.uk](mailto:siobhan.rafferty@hartlepool.gov.uk)

*"It is essential that all relevant agencies work together to achieve the best outcomes for homeless people or those in danger of becoming homeless. Preventative work with landlords; intervention and education is very important to ensure tenancies are sustained and tenants can form links within the community. Good relationships with housing providers and all appropriate agencies maximises choices for people and allows for consistent good practice. Important links are being made with local schools and voluntary sector groups to continue early intervention work and raising awareness about homelessness."*





## **Rough Sleeper Count**

### **Action Plan No 18 (Complete)**

Following the uncertainty over the possible number of rough sleepers reported in the Review of Homelessness in Hartlepool, Hartlepool Borough Council commissioned an independent consultant to carry out a review of rough sleeping in the town and record an official count. 'Rough Sleeping' is classified by the ODPM as sleeping out on the streets and not those staying with friends and relatives on their floors and sofas.

The Rough Sleeper Count, carried out by Paul Keenan, took place on the night of 6th April 2004 and followed the guidelines as laid down by the ODPM Rough Sleeper Unit. The full report can be obtained by contacting Lynda Garbutt on 01429 523338 or on email at [lynda.garbutt@hartlepool.gov.uk](mailto:lynda.garbutt@hartlepool.gov.uk)

### **Methodology**

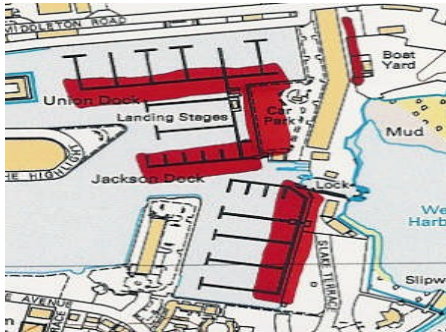
The initial research required a telephone or face-to-face interview with the members of the homeless forum. Each agency was invited to describe their evidence from clients who have slept rough and 13 agencies responded. There were also a number of suggestions of other agencies that might have information. As a result of this, 10 more agencies were interviewed, and the 23 interviews provided 12 potential sites for rough sleepers. The sites were spread across the borough, mainly on the coastal developments on or around the railway line between Asda and the Station. Prior to the night of the count, four 'walk-throughs' were conducted across all the sites, between midnight and six am.

### **Findings from the interviews**

The interviews were conducted individually and provided a consensus of views from forum members and the additional agencies. Hartlepool Homeless Forum members and local agencies all agreed that reports of rough sleeping were limited to very small numbers of people on any occasion.

The combined picture of rough sleeping was one of sort episodes of emergency homelessness. There were concerns about incidents of highly intoxicated rough sleeping occurring in an unpredictable pattern every week. However, the agencies at work at night understood how to access emergency services from the council or health services.





### **The Count**

The night of the count was the fifth attempt to find rough sleepers, and no one was found. The walk-throughs had found evidence of possible sites for rough sleeping in several locations, however none of the walk-throughs found any people sleeping rough.

### **Conclusion**

The problem of rough sleeping in Hartlepool is numerically very small, and probably only occurs in one or two incidents each fortnight. Local agencies believe people who sleep rough are using local services, and if the emergency services come across them they are referred to local homelessness and health services.

There are a small number of drug and alcohol abusers who become rough sleepers due to intoxication. The emergency services respond to reports of people found intoxicated. Some local agencies are worried that people will be missed or not found, but the evidence of the research indicates that most incidents of rough sleeping will be one-offs, plus a very occasional repeat episode for drug or alcohol users.

### **Recommendations**

The homelessness service will need to continue to monitor incidents of rough sleeping. Current government guidance advises councils to plan a regular count, and for boroughs with very low counts, these can be set on a three-year cycle. In the light of the findings of the count and the supporting research we recommend planning a count in three years unless there is a significant change in reported incidents before then.

The evidence from this research suggests the need for a small number of emergency beds that can assist intoxicated people. The Homelessness Strategy and Supporting People Strategy aim to increase supported housing services for people with drug and alcohol services, but it is less clear that these beds will be able to offer a service to intoxicated people. The Homelessness Service needs to review the proposals and clarify any service specification.

## Family Support Panel

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### Action Plan No 19 (Complete)

The Family Support Panel is part of the Early Interventions remit of the Youth Offending Service. It is a joint partnership of the Children's Fund and the Youth Offending Team, funded via the Children's Fund, the Youth Offending Team, New Deal for Communities and Connexions.

The target group is 5-16 year olds who are facing difficulty in their lives which may threaten their emotional wellbeing or who are at risk of offending. A multi disciplinary panel meets regularly to tackle issues relating to crime prevention, domestic violence, education issues; and issues around social exclusion and homelessness

The stakeholder group includes Hartlepool Families First, Neighbourhood Services, Education Department, The Anti Social Behaviour Team, Youth Offending Team, Barnardo's Hartbeat. The panel is chaired by the Children's Fund Manager.

Research has shown the three main risk factors contributing to youth offending are:



- Peer pressure
- Low parental supervision; and
- Truancy and exclusion

Thus, positive factors are

- Good relationships with adults
- A stake in their community
- A positive attitude to school

The emphasis is on early intervention to ensure that vulnerable children and their families are supported by multi-agency planning groups to help prevent anti social behaviour, reduce school exclusions and truancy. The child/carer/parent must be willing to work with the Family Support Team to improve their life chances and access appropriate services.

## Housing Advice Team Floating Support Service

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Hartlepool Borough Council's Housing Advice Team provides a floating support service (funded through Supporting People) to vulnerable people taking on a new tenancy, to settle in to their new home and achieve a successful and sustainable tenancy, and also to existing tenants who may be struggling to successfully manage their home to enable them to retain their tenancy, preventing tenancy failure and homelessness.

The type and level of support varies between clients and an individual assessment of each client's needs is agreed with them at the beginning of their tenancy. The support needed is reviewed at regular intervals and an exit strategy agreed with the client before the support is withdrawn.

The range of support that can be provided includes;

- Assistance and advice relating to the safety and security of their home, e.g. advice on keeping doors and windows locked and ensuring they can use appliances such as their cooker and iron safely.
- Help with reporting and arranging access for repairs to the dwelling and repairs/ servicing of appliances.
- Life skills training and advice in maintaining the condition of the dwelling, e.g. kitchen hygiene, food storage, cleaning etc.
- Assistance and advice with personal budgeting, paying bills, completing forms, arranging appointments with other agencies.
- Assistance and advice with general errands, e.g. shopping, using the post office, collecting prescriptions and using the library.
- Assistance and advice to encourage participation in social/community activities to enable them to settle and become a member of the local community.



Referrals can be made by anyone who knows of a tenant who needs support, including the tenant themselves. Where people other than the tenant are making the referral, they should first have obtained the tenant's permission.

Referrals can be sent to Hartlepool Borough Council's Housing Advice Team at the Civic Centre, tel. 01429 266522

## **'Skills for Life' -Education Project**

Many young people looking for their own independent accommodation do not fully understand the responsibilities of having your tenancy. As well as the financial aspect of living alone young people also need to gain the skills necessary to maintain a successful tenancy and a well managed home. Research carried out by the Housing Advice Team and Housing Hartlepool revealed that many young people fail in their first tenancy, often leaving rent arrears, damage to the property and problems with their neighbours. The 'Skills for Life' project was developed following an event held in Café 177 with a representative group of young people invited by a partnership of agencies who work with them. During the event the young people were asked what skills and support they thought they would need to help them successfully manage their first tenancies. Their response highlighted the need for training in money management; cooking and nutrition, caring for a home and getting along with neighbours.

The partnership of agencies involved, providing the 'Skills for Life' programme are;

- **B76**
- **Tees Valley Housing**
- **JobCentrePlus,**
- **HartlepoolCollege**
- **PCT**
- **Brougham Residents Association**
- **Housing Hartlepool**
- **Hartlepool Borough Council's Housing Advice Team.**

The programme was first ran as a pilot in Dyke House school and has been so well received that it has now been mainstreamed into the Citizenship Curriculum for the school and it is hoped to be developed further and rolled out to all schools in the town.



The 'Skills for Life' programme contains 8 modules which are;

1. **An introduction to Housing and how it is allocated**

A brief introduction into homelessness legislation and how accommodation is allocated and the importance of keeping your tenancy. A game was used to show how certain groups have **priority need**, in housing terms.



## **2. Prevention of homelessness**

The lesson demonstrated what happens when someone makes a homeless application. The emphasis was on a preventative approach and explained how to sustain a tenancy rather than face the crisis of being homeless. A service user very successfully shared her experiences of being homeless and, how, with support, she was able to live independently.

## **3. Money advice**

This session gave advice on how to manage on a limited income, maximise benefits and how to avoid the pitfalls of debt and mounting bills.

## **4. Living Skills**

This included budgeting, cleaning and general upkeep of home; reading meters and sorting out bills.

## **5. Looking to the future**

This session emphasised the need for training and employment to ensure Young People have some economic freedom and a good standard of living

## **6. Healthy eating**

This showed the importance of healthy eating and good nutrition, on a budget

## **7. -Working with Residents**

This lesson explained how important it is to be tolerant to others and the sanctions of behaving badly.

## **8. Practical Session**

Staff helped groups of Young People to read meters and clean Communal areas, measure for blinds and carpets, and cook a nutritious meal.



## Private Sector Floating Support Service

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This Floating Support Service is a partnership between Endeavour Housing Association and Hartlepool Borough Council to provide support to tenants who live in Private Rented accommodation. The main aim of the service is to help tenants successfully manage and maintain their home, to settle in the community and prevent a cycle of failed tenancies and repeat homelessness.

This is an intensive service and individual assessments are carried out with each tenant to identify their support needs. The support provided can cover a range of tasks including;

- Working with tenants to develop their life skills such as cooking, cleaning, shopping, etc.
- Ensuring tenants claim appropriate benefits.
- Signposting tenants to appropriate services.
- Working closely with Landlords.
- Helping tenants move into their accommodation.
- Support tenants to keep their home clean and tidy.
- Supporting tenants to develop good relations with neighbours and the wider community.
- Befriending and listening.



There is currently one Support Worker and support can be provided for up to 12 tenants living in Private Landlord accommodation. Referrals can be made by anyone who knows of a tenant who needs support, including the tenant themselves. Where people other than the tenant are making the referral, they should first have obtained the tenant's permission.

Referrals can be sent to Hartlepool Borough Council's Housing Advice Team at the Civic Centre, tel. 01429 266522 or Endeavour Housing Association, 63a Blakelock Gardens, tel. 01429 271346.

## Furnished Tenancies

With the assistance of Homelessness Act Implementation (HAI) funding, the Housing Advice Team have been able to purchase furniture and household goods to fully furnish ten properties provided by Housing Hartlepool. The tenancies of these properties are restricted to people who are homeless, or vulnerable to homelessness, and are also receiving tenancy support. The scheme has been in operation since April 2002 and in that time we have been able to assist 13 tenants in managing their tenancy.

The success of this pilot has led to Housing Hartlepool progressing this initiative to provide a further 40 furnished flats accessible to a wider range of people.

Where appropriate, Stonham Community Services and Tees Valley are providing support while Housing Advice also offer support; tenants are signposted to appropriate agencies in relation to Employment, Health, and training and Substance Misuse, if necessary.

Essentially the scheme's aim is to help people sustain their tenancy, whilst gaining the necessary skills for independent living.

Stuart Watson (pictured) is delighted with this chance of living in his own furnished tenancy.

*"I love this flat and am determined to make a go of things now".*





## **Tenancy Starter Packs and Settlement Furniture**

### **Starter Packs**

After struggling to find their first tenancy many young people still have difficulties in moving in as they do not have the basic household equipment needed to make it their home. Without the support of family or friends the set up costs of your first independent tenancy can be very expensive and easily lead to debt building up that could threaten the tenancy.

Using HAI funding the Housing Advice Team purchased 25 Tenancy Starter Packs, which included bedding, pots and pans, crockery, vacuum cleaner, iron, kettle, towels, toaster, kitchen utensils and table lamp.

Hartlepool Action Team for Jobs provided packs of basic household supplies, which included soap, toothbrushes, toothpaste, washing up liquid, cleaning materials, pasta and tinned goods.

Other charitable donations have also been received by the Housing Advice Team to distribute to homeless applicants, in particular a donation from Mason's Funeral Directors of several hampers of basic necessities - food items, cleaning products, toiletries etc.

### **Settlement Furniture**

Settlement Furniture was developed because of growing need for good second hand furniture. This was identified in the town by the Hartlepool Accommodation Project Network around 13 years ago.

Everyone in receipt of benefits can buy decent furniture for a very small fee, but must be referred by Local Authority or other agencies.

The Housing Advice Team also co-ordinate the redistribution of larger household items and furniture. If you have any furniture you would like to donate, contact the Team on 01429 284313 and they will arrange for pick up. All furniture has to comply with current fire and safety regulations. Although storage space is currently a limitation, the Team try to utilise every item offered and ensure it is passed on to people in need.



## **HBC & Housing Hartlepool Access to Social Housing Joint Seminar**

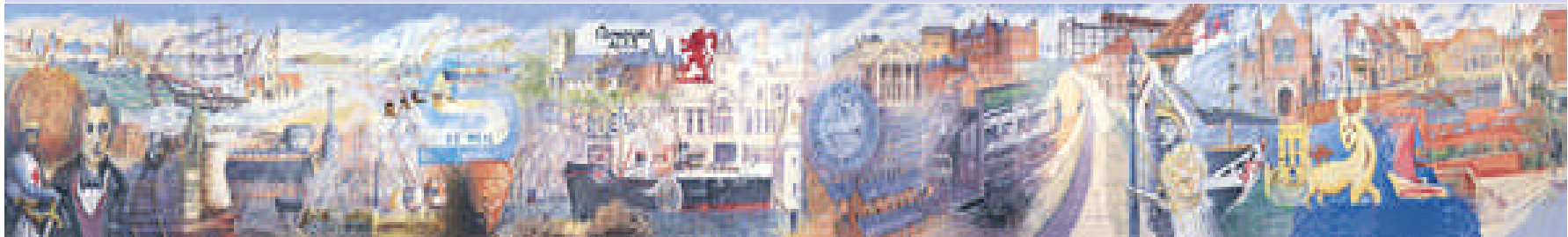
In an effort to improve awareness and to dispel some commonly held misconceptions and myths about the accessibility of social housing a joint seminar was held by HBC and Housing Hartlepool on 3rd August 2004 at the Belle Vue Sports and Community Centre. Invitations were extended to all statutory and voluntary agencies and the event was well attended.

Copies of the Joint Allocations Policy between HBC and Housing Hartlepool were distributed on the day and a power point presentation delivered to encourage discussion on issues known to be of concern. Further copies of both the policy document and the presentation can be obtained by contacting Lynda Garbutt on 01429 523338 or on email at [lynda.garbutt@hartlepool.gov.uk](mailto:lynda.garbutt@hartlepool.gov.uk)

Due to the success of the event it is intended to be repeated and other social housing providers will be invited to contribute and share information about their policies and procedures.



# The Revised Action Plan



## Action Plan Priorities

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### To be reviewed by the Steering Group

Following the first year's successful implementation of the Homelessness Strategy, the Steering Group has revised the Action Plan in order to ensure we can achieve continuous improvement in tackling homelessness in Hartlepool.

As a result the 'key' priorities have also been redefined; NEEDS TO BE UPDATED AND ACKNOWLEDGEMENT THAT OUR PRIORITIES REMAIN THE SAME



Provision of high/medium level supported accommodation for young people (16-25) including those with substance misuse problems or offending behaviour.



Provision of high/medium level supported accommodation people over 25 with substance misuse problems or offending behaviour.



Provision of high level supported accommodation for women with complex needs, including mental health problems.



Provision of high level supported accommodation for men with complex needs, including mental health problems.

## Action Plan Key

A number of abbreviations are used throughout the action plan. Please refer to the following key for explanation.

### Strategic Objectives

#### Overall Aims:

- A** Prevention of homelessness
- B** Ensure there is sufficient accommodation available
- C** Ensure there is satisfactory support

#### Specific Objectives:

- 1** Tackle homelessness amongst substance misusers, particularly 16 to 25 year olds.
- 2** Improve services for people with complex needs.
- 3** Improve access into council and RSL accommodation.
- 4** Improve information sharing and joint working between agencies.
- 5** Encourage development of further supported accommodation.
- 6** Provide support and assistance to sustain tenancies.
- 7** Improve access to advice and information.
- 8** Improve monitoring and evaluation of services.

### Funding

<b>HAI</b>	Homelessness Implementation Budget
<b>NRF</b>	Neighbourhood Renewal Fund
<b>SP</b>	Supporting People
<b>ADP</b>	Housing Corporation Approved Development Programme
<b>M-A jf</b>	Multi-Agency Joint Funding
<b>CF</b>	Children's Fund
<b>£SS</b>	Social Services Budgets
<b>£E/B</b>	Costs to be met from Existing Budgets

### Progress

✓	Action Complete
✗	Action Outstanding
➔	Future Target



The number of stars denotes the level of priority.

No	Project and Description	Lead Role	Strategic Objective	Targets, Milestones and Comments	Funding	02/03	03/04	04/05	Beyond
1 ★★	Stonham HA Young People's project. Provision of 24 hour supported accommodation for young people with complex needs.	Penny Garner-Carpenter	B, C 2, 6	Initial ADP application unsuccessful. Further application made. Funding bid successful and work started on site. Completion expected Autumn 2006.	ADP SP	➔	➔	➔	➔
2 ★★	Develop provision of long term supported accommodation for people with substance misuse problems. Need identified for @ 30 units.	Penny Garner-Carpenter	B, C 1, 2, 5, 6	Explore options for possible scheme with providers and identify funding.	ADP SP M-A jf		➔	➔	➔
3 ★★	Endeavour HA Hestia Project providing 6 self contained flats and 24 hour support for women with complex needs.	Penny Garner-Carpenter	B, C 2, 6	ADP application unsuccessful. Further application to be made.			➔	➔	➔
4 ★★	Stonham HA expansion and refurbishment of Scott Grange to provide 11 self contained flats and additional facilities.	Penny Garner-Carpenter	B 2,6	ADP application successful, decant organised, refurbishment complete and scheme at full capacity.	ADP		➔	✓	✓
5 ★★	Extension to Tees Valley HA existing Floating Support Scheme for 4 'Looked After Children'.	Penny Garner-Carpenter	C 6	Scheme in place with capacity for 10 young people.	£SS SP	✓	✓	✓	✓
6 ★★	Young Persons's Floating Support Scheme (10 places) offering support for young people at risk or leaving care to enable them to access and sustain a successful tenancy.	Penny Garner-Carpenter	C 6	Pipeline application unsuccessful, future of scheme dependent on availability of funding.			➔	➔	➔
7 ★★	Floating Support for people with mental health issues to enable people access and sustain a tenancy.	Pam Twells	C 2	Difficulties in establishing scheme, future applications dependant on SP budget.		✗			
8 ★	Tees Valley HA Floating Support scheme for Teenage Parents providing support for 8 teenage parents to help them sustain their tenancy.	Penny Garner-Carpenter	C 6	Scheme in place for 6 teenage parents.	SP	✓	✓	✓	✓
9 ★	Tees Valley HA project containing 6 self contained flats with 24 hour support for young parents and pregnant women.	Penny Garner-Carpenter	B, C 5, 6	Anna Court scheme completed and opened June 2004.	ADP SP	➔	✓	✓	✓

No	Project and Description	Lead Role	Strategic Objective	Targets, Milestones and Comments	Funding	02/03	03/04	04/05	Beyond
10 ★	Three Rivers HA and Richmond Fellowship project containing 6 self contained flats with 24 hour support for people with mental health issues.	Pam Twells	B, C 2, 6	Eamont Terrace scheme completed and opened June 2004.	ADP SP £SS	➔	✓	✓	✓
11 ★	Stonham HA project containing 11 self contained flats with low level support for individuals in housing need.	Penny Garner-Carpenter	B, C 2, 5, 6	Avondene scheme completed and opened November 2004.	ADP SP	➔	✓	✓	✓
12 ★	Develop emergency and short term supported housing for people with substance misuse problems. Need identified for @ 2 places of 15 units.	Penny Garner-Carpenter	B, C 1, 2, 5, 6	Explore options for possible scheme with providers and identify funding.	ADP SP M-A jf		➔	➔	➔
13 ★	Develop provision of 'drop in' resource centre with laundry and bathing facilities.	Lynda Garbutt	A, C 7	The Haven opened in April 2005; funded by Tees Valley Partnership, Henry Smith Trust and NDC Community Trust. This has been an invaluable facility and also provides counselling and support. Opening times for laundry facilities are Monday and Thursday 1.30pm-4.30pm, Fridays 2.30pm-5.30pm  Wednesdays is reserved for Counselling by appointment only.	M-A jf		➔		
14 ★	Appoint a Tenancy Relations Officer to the Housing Advice Team to encourage and promote good practice within the private sector and, where necessary, carry out enforcement action in cases of illegal eviction or harassment.	Lynda Garbutt	A, B 4, 6, 7	Post advertised with 21 May 2003 closing date. Officer in post from July 2003 and working well.	£E/B		✓	✓	✓
15 ★	Additional Housing Advice Officer within the Housing Advice Team to cover all duties and enable more time to be spent on advice to non priority homeless applications and prevent homelessness.	Lynda Garbutt	A, C 7	Officer in post from October 2004 2003 on 6 month temporary contract. Funding extended and contract renewed to March 2006.	HIA		➔	✓	✓
16 ★	Establish new 'personal adviser' post within Connexions to focus on advice and assistance to young people with accommodation problems.	Connexions	A, C 7	Officer in post from April 2003 on 12 month temporary contract.	M-A jf		✓		
17 ★	Appoint Homelessness Strategy Officer to promote and carry out the aims and objectives of the Strategy and assist all partners with its implementation.	Lynda Garbutt	A, B, C 1 to 8	Appointment made and officer in post May 2005. Need to identify continued funding for post.	M-A jf			➔	✓



No	Project and Description	Lead Role	Strategic Objective	Targets, Milestones and Comments	Funding	02/03	03/04	04/05	Beyond
18 ★	Commission an independent count to identify the true level of rough sleeping in the town.	Lynda Garbutt	A 8	Completed April 2004. Count to be repeated in three years time.	HIA			✓	✓
19	Family Support scheme by Families First to assist and support families at risk of eviction due to their anti-social behaviour.	John Robinson	A, C 6	Multi-agency Family Support Panel in place. Scheme working well, additional funding provided from HAI for 03/04 to help expand.	CF HAI	✓	✓	✓	✓
20	Family Mediation scheme supported by the Youth Offending Team to assist young people with offending behaviour to remain in the family home and help them plan for independent living.	Danny Dunleavy	A, C 6	Discussions took place with voluntary sector and possible partners in providing the service researched. Unable to establish scheme within voluntary sector. Further options to be explored.	£E/B		➔	➔	➔
21	Establish Floating Support for Substance Misusers (need identified for @ 45 places p.a.)	Pam Twells	A, C 1	Need identified within Review, discussions needed with possible providers of service and identification of funding.				➔	➔
22	Social Services supported lodgings scheme for young people leaving care (10 places).	Penny Garner-Carpenter	B, C 2, 6	Pipeline SP application pending – reduced scheme from Social Services budgets if unsuccessful.	M-A jf £SS		➔		
23	Explore opportunities for provision of direct access accommodation for young people.	Pam Twells	B, C 5	Explore options for possible scheme with providers and identify funding.	ADP SP		➔	➔	➔
24	Develop 'common assessment tool' which can be used by all agencies to assess housing need as well as need for other services, ie. drug/alcohol, health and social care needs.	Lynda Garbutt		Personal Housing Plans developed and in use by Housing Advice Team.	N/A		➔	✓	✓
25	Develop a training program for all agencies covering housing needs, substance misuse issues, health and social care, benefits, etc.	Siobhan Rafferty	A 1, 2, 4, 8	Establish a working group representing all agencies to identify training needs and providers. Working group established to address gaps in service.	N/A		➔	➔	➔
26	Develop overarching protocol document for all services dealing with homelessness.	Lynda Garbutt	A 4, 8	Long term aim incorporating all agencies. Joint protocol established between Housing and Social Services – to be extended to all agencies.	N/A		✓	➔	➔



No	Project and Description	Lead Role	Strategic Objective	Targets, Milestones and Comments	Funding	02/03	03/04	04/05	Beyond
27	Produce common referral form for all agencies to use to register homeless applications and to assist in collection of statistical data.	Lynda Garbutt	A 2, 4, 8	Referral form produced and circulated. Not being used so needs reviewing and relaunching.	N/A		➔	✓	➔
8	Production of Directory of Services that includes contact details and basic information on the services provided by all agencies dealing with the homeless.	Addictive Behaviour Service	4, 7	Housing Advice Team now producing a comprehensive Directory	£E/B	➔	➔	➔	
29	Establish procedures to assist applicants with rehousing on their release from prison (sign up to Housing and Returning Prisoners (HARP) protocol)	Lynda Garbutt	A 2, 4, 7	Procedures in place. Local Authority and Housing Hartlepool have signed up to the Protocol. As of 03.08.05, there is an accommodation unit (tel.01642 247476) which is a single point of contact across Teesside.	N/A		✓	✓	✓
30	Establish protocols and working arrangements with all agencies, social and accredited private landlords to improve access into permanent housing for offenders and people with substance misuse problems.	Alison Mawson	B, C 1	Peter Fletcher Associates commissioned to produce Protocol for Hartlepool to build on and strengthen the work of the HARP protocol.	£E/B			➔	➔
31	Explore options to develop common IT system that can be incorporated by all partner agencies to enable accurate monitoring and evaluation of outcomes.	Lynda Garbutt		No suitable affordable software currently available.	£TBA		➔	➔	
32	Develop Housing Agency Agreement between LA and new RSL	Ralph Harrison	A 4	Stock transfer complete and Housing Agency Agreement in place.	N/A		✓		
33	Review of Housing Hartlepool (formerly Tenants Services) advice and information literature.	Andy Powell	3, 7	Housing Hartlepool's responsibility following stock transfer.	N/A		✓		
34	Review of Tenants Services 'Marketing Strategy'	Andy Powell	3	Housing Hartlepool's responsibility following stock transfer.	N/A		✓		
35	Review of Tenants Services Housing Application Form	Andy Powell	3	Housing Hartlepool's responsibility following stock transfer. Revised application form complete and available.	N/A		✓		
36	Review of Housing Advice Team advice and information literature.	Lynda Garbutt	7	Production of new and revised information by April 2004. Ongoing update and review of all literature.		➔	➔	➔	

No	Project and Description	Lead Role	Strategic Objective	Targets, Milestones and Comments	Funding	02/03	03/04	04/05	Beyond
37	Production of a range of advice and information leaflets and posters etc, aimed at young people giving basic information and signposting to appropriate agencies.	Connexions	7	Targets to be agreed with Connexions. Ongoing update and review of all literature.		➔	➔	➔	

# Appendices



## Appendix A

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### Original membership of the Homelessness Strategy Steering Group and its sub-groups

#### **HBC Neighbourhood Services Department**

Bernard Williams - Director (Chair)  
Penny Garner-Carpenter - Housing Strategy Manager (Vice Chair)  
Andy Powell - Head of Housing Management  
Ralph Harrison - Head of Public Protection & Housing  
Lynda Garbutt - Housing Advice Manager  
Pam Twells - Supporting People Manager

#### **HBC Community Services Department**

Danny Dunleavy - Youth Offending Team Manager  
Chris Hart - DAT Coordinator  
Peter Davies - Youth Development Officer  
Phil Holbrook - Youth Worker

#### **Probation Service**

Maureen Hall - Team Manager  
Jim Allen - Housing Support Officer

#### **Hartlepool Action Team for Jobs**

Judith Hall - Team Manager  
Patrick Wilson

#### **Shelter North East**

Catherine Hattam

#### **HBC Social Services Department**

Ian McMillan - Assistant Director  
Terry Maley - Planning and Implementation Officer  
(Young Persons Team)  
Diane Whitehead - Planning and Implementation Officer  
(Mental Health Team)  
Pam Simpson - Duty Team Manager

#### **Citizen's Advice Bureau**

Michael Thompson - Smartmove Manager  
Bev Goodwin - Tenancy Support Officer  
Angela Brough - Tenancy Support Officer

#### **Stonham HA**

Les Woodward - Housing Manager  
Sheliagh Kelly - Development Manager

#### **Endeavour HA**

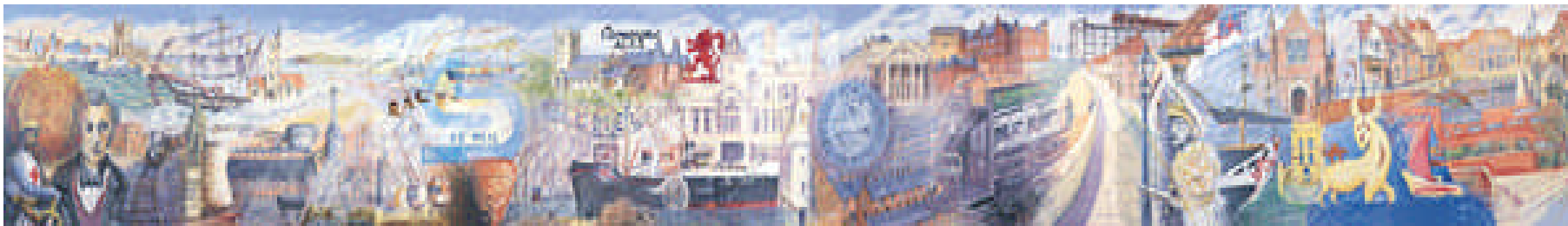
Steve Amos - Supported Housing Manager

#### **Connexions**

Miriam Robertson

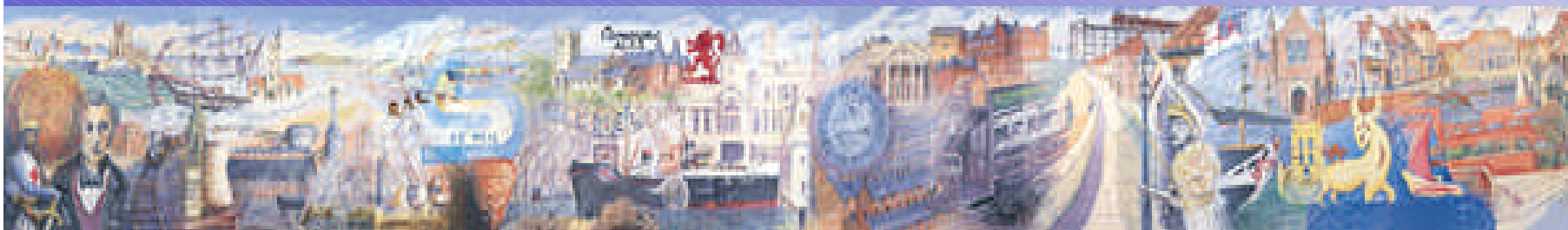
#### **Churches Together**

Rev. Linda Gough



The Review and The Strategy are also available on our website at [www.hartlepool.gov.uk](http://www.hartlepool.gov.uk) and should be viewed in conjunction with this document.

If you would like to comment on the Strategy or discuss any of the content please contact Penny Garner-Carpenter on 01429 284117 or on email at [penny.garner-carpenter@hartlepool.gov.uk](mailto:penny.garner-carpenter@hartlepool.gov.uk)



## REGENERATION, LIVEABILITY & HOUSING PORTFOLIO

Report To Portfolio Holder  
30 August 2006



**Report of:** Head of Public Protection and Housing

**Subject:** PRIVATE SECTOR HOUSING RENEWAL  
STRATEGY UPDATE

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### SUMMARY

**1. PURPOSE OF REPORT**

To update the Private Sector Renewal Strategy.

**2. SUMMARY OF CONTENTS**

Updated Strategy provided as **Appendix 1**

**3. RELEVANCE TO PORTFOLIO MEMBER**

Portfolio Holder responsible for housing services.

**4. TYPE OF DECISION**

Non-key.

**5. DECISION MAKING ROUTE**

Portfolio Holder only.

**6. DECISION(S) REQUIRED**

To agree the updated Strategy.

**Report of:** Head of Public Protection and Housing

**Subject:** PRIVATE SECTOR HOUSING RENEWAL  
STRATEGY UPDATE

---

**1. PURPOSE OF REPORT**

To update the Private Sector Renewal Strategy.

**2. BACKGROUND**

- 2.1 The 2004 Strategy covered the period to 2006 in line with the two-year Single Housing Investment Pot funding process.
- 2.2 This planned update reflects changes made to the main Housing Strategy in response to national and regional priorities and local needs. It will support the Housing Renewal Assistance Policy, which was agreed earlier this year. The major priorities have not changed.

**3. FINANCIAL IMPLICATIONS**

- 3.1 There are no financial implications resulting from this report.

**4. ISSUES AND ACTIONS**

- 4.1 Private sector housing renewal priorities are identified as follows:
  - To achieve the Government's Decent Homes targets for private housing occupied by vulnerable groups.
  - Deliver empty homes initiatives.
  - Ensure housing regeneration activity is successful providing targeted support to renovate and repair housing in areas adjacent to redevelopment areas.
- 4.2 The actions relating to each area of activity, i.e., Decent Homes Standard, empty homes and private rented sector are detailed in the Strategy at Appendix 1.

## **5. RECOMMENDATIONS**

- 5.1 That the updated Strategy attached at Appendix 1 be agreed.



# Hartlepool Housing Strategy 2006-2008

## Introduction

This strategy supports key themes within the overall Community Strategy for the town and makes the necessary links to regional, sub-regional and local policies and plans.

It contributes to promoting sustainability in the widest sense through:

- Addressing the housing regeneration challenge and dealing with issues of housing market imbalance and problems caused by low and changing demand for housing;
- Meeting and surpassing the national targets for Decent Homes standards; and
- Ensuring the housing renewal needs of the most vulnerable in our town are met.

Core priorities between 2006-11 have been identified as follows:

- Provide targeted support to renovate and repair housing in areas adjacent to redevelopment areas.
- Deliver empty homes initiatives.
- Achieve the Government's Decent Homes targets for private housing occupied by vulnerable groups.

## Private Sector Issues

Hartlepool has become affected by low and changing demand, in that:

- There is currently a demonstrable over supply of smaller, older, terraced properties, evidenced by concentrations of vacancy and abandonment. 41% of the stock is terraced within Hartlepool compared to regional and national levels of 31% and 26% respectively – benchmarking the Hartlepool stock against regional and national proportions of terraced stock equates to a notional imbalance of between 4000 and 6000 terraced properties. Levels of detached properties are well below proportions nationally;
- It is often not fully viable to fund the renovation and modernisation of such properties to current standards of amenity and efficiency;
- Much of the poorer housing is concentrated in neighbourhoods where major remodeling is necessary, along with other social and environmental projects to address negative perceptions and stigma;
- Economically active in-migrants are unlikely to satisfy their housing aspirations by purchasing a low cost terraced housing product. As such they may seek housing elsewhere with limited direct effect on current market forces at play in the terraced housing areas; and

As described within the Housing Regeneration Strategy, tackling existing and future problems in the private sector is the key housing regeneration challenge for the town. The scale of stock replacement is likely to be significant to bring the stock profile into better alignment with the rest of the region and increase the quality of the housing available in the town. Additionally, those properties remaining will need to be improved and maintained to ensure their long term viability. The strategic challenges of this situation are that:

- The initial round of clearance currently being funded is insufficient to address the long term issues of over-supply and the mismatch between housing aspirations and what is available. It is not, therefore, possible to make clear commitments that all of the older terraced housing not currently earmarked for clearance will have a sustainable long term future to 2020 and beyond.

This is particularly the case for older terraced housing within the north and central parts of the NDC area and for the second high priority area identified in the NCH Master Plan. This has an

impact on strategies for consultation with residents and also on the approach to investment in existing stock and the use of grants;

- The impact of speculators and investors on the housing market artificially stimulates prices - a trend encountered in the majority of regeneration areas;
- As the level of demolition increases and the market becomes 'tighter' the ability to secure relocation options becomes more challenging and hence more difficult to secure resident support for major change; and
- Renovation works are essential to properties remaining as part of regeneration. Well maintained properties will support new build and encourage stability in the housing market. However, it is important to target limited resources carefully, as there is a need to avoid investing in properties which are either identified for clearance or which may be identified within 5 years. It is likely that caps on improvement grants may need to be applied in areas which are identified as 'fragile' as the housing market renewal framework is further developed.

### **Decent Homes**

A 'decent home' should:

- Meet the current statutory minimum standard (the Housing Health and Safety Rating System);
- Be in a reasonable state of repair;
- Provide reasonably modern facilities and services; and
- Provide a reasonable degree of thermal comfort.

The government has set a target to increase the proportion of private housing in decent condition occupied by vulnerable groups to 70% by 2010 and 75% by 2016. 'Vulnerable' means a household receiving a means-tested benefit.

The Regional Spatial Strategy priority in delivering sustainable communities is to reduce the amount of vacant and obsolete housing in the region to 3% by 2010.

Priority is therefore being given regionally to housing market restructuring making the best use of existing housing stock, where there is a viable end use. This requires a significant increase in demolition rates, particularly the clearance of obsolete housing where improvement would not be viable.

The CURS research (2002) identified high numbers of properties in the region as being 'at risk' of low and changing demand. 6% (4,149) of the private sector properties identified as 'at risk' are within Hartlepool. This is a high proportion in comparison with other parts of the region, and demonstrates that the scale of the problem in Hartlepool in the private sector is significantly greater than for most of the rest of the region, in particular in respect of pre-1919 terraced stock.

Considerably less information is held on individual private houses in terms of age of components, condition and occupancy than for social housing. This makes the identification of specific target areas and future monitoring more difficult. The introduction of the Health and Safety Hazard Rating System, which replaces the Fitness Standard, is also likely to have an initial impact on the numbers.

A baseline figure of 64% has been derived for the percentage of vulnerable households living in private sector decent homes using the Government's readyreckoner and information from the HBC's 2003 Private Sector Stock Survey.

The Ready-Reckoner has been used to evaluate the impact of expected demolition in the regeneration areas and overall private sector new-build to arrive at a realistic target for assisted improvements to the Standard in order to at least meet the national target by April 2010. This is based on an assumption that vulnerable households are not able themselves to make their homes decent. Based on the ready-reckoner figures, a target of at least 65 houses per year occupied by vulnerable households to 2010 will need to be made decent through improvement.

The challenge in the private sector will be the identification of vulnerable households. National statistics show that in neighbourhoods where there are concentrations of housing or environmental problems 53 per cent of homes are non-decent. Those neighbourhoods have relatively high concentrations of pre-retirement households on low income, those who are unemployed or economically inactive, lone parents, and other people living alone or sharing. Particular attention will be given to tackling non-decent houses in the regeneration areas where housing and environmental problems are known to exist.

Whilst maintaining a focus on assisting vulnerable households, the authority acknowledges that owners need to take more responsibility for the maintenance of their properties. In addition, the likelihood of restrictions on funding and the flexibilities introduced in the Housing Assistance Reform Order has led the authority to consider the use of loans. This is being progressed through the Tees Valley Sub-Regional Housing Group. During 2006 a package of assistance consisting of grant and loan will be introduced.

### **Housing Market Renewal**

Within Hartlepool, private housing market failure is evident in some parts of the town, particularly in the central area where pre-1919 street housing dominates and are much less popular than they were

### **Affordable Warmth Strategy**

Fuel poverty describes a situation where a household spends more than 10% of their income on fuel in order to achieve adequate levels of warmth in their home and is caused by a combination of:

- Low income;
- Inadequate insulation and ventilation;
- Inefficient or expensive heating systems;
- Lack of access to affordable fuel and/or tariff options;
- Under-occupation; and
- Characteristics of occupants.

In order to achieve what is known as *affordable warmth*, a household needs to be able to heat their home to a level that maintains health and comfort. The temperature required to achieve this is 21°C in the living room and 18°C in other rooms, as recommended by the World Health Organisation.

The Hartlepool Affordable Warmth Strategy produced in 2002 therefore includes a Mission Statement which seeks “to ensure that every household in Hartlepool is able to heat their home to a comfortable standard, without spending more than 10% of their income on fuel.”

The Home Energy Conservation Act (HECA) 1995 required every UK local authority with housing responsibilities – ‘energy conservation authorities’ – to prepare, publish and submit to the Secretary of State an energy conservation strategy identifying practicable and cost-effective measures to significantly improve the energy efficiency of all residential accommodation in their area; and to report on progress made in implementing the measures. This was done in 1996. Improvements achieved through HECA contribute to meeting the UK’s Climate Change commitments.

The strategies are both to be updated during 2006, setting out how we are tackling issues such as emissions and fuel poverty. A number of initiatives have encouraged and enabled residents to thermally insulate their homes.

### **Empty Homes**

The number of private empty houses shown on Council Tax records at April 2006, excluding properties already purchased by agreement in the two regeneration areas, was 1,513, i.e. 4.8% of the private stock estimated as 31,485.

The draft Regional Spatial Strategy target is for the percentage of empty houses to be reduced to 3% by 2010. Based on the expected number of private houses by 2010, Hartlepool’s target would be in the region of 975, a reduction of 538 over the four year period.

## 2.4 Appendix 1

The majority of empty properties cause no problems; however others are targeted by vandals and arsonists and are frequently used for illegal or antisocial activities. Such properties blight neighbourhoods and contribute to the decline of an area.

Any action on empty private houses is inextricably linked with expected levels of demolitions in the regeneration areas and the rate of new house-building.

Proposed demolition is expected to directly reduce the number of empty private houses on the 2006 list by about 122. The extent to which displaced households re-occupy empty houses will be affected by the availability and acceptability of alternative, currently occupied, houses, and the ability of RSLs to rehouse them.

There are 260 empty private houses in the regeneration areas but outside the proposed demolition areas; some of these will be brought back into use as a direct result of occupation by displaced households, but the numbers are difficult to quantify. In order to reinforce market renewal being instigated through demolition, emphasis will be placed on promoting the reoccupation of empty houses in the regeneration areas through financial and non-financial assistance to secure a reduction from 260 to 100 houses over the next four years. This target is challenging against a background of relative low demand.

There are indications that some of the households in the proposed clearance areas have a preference to move out of the regeneration areas. Whilst the Council's preference would be for re-occupation of empty houses in the regeneration areas, it is clear that in order to make significant progress towards the target, some intervention will be needed outside those areas.

Assisting the re-occupation of non-regeneration area empty houses will be considered where the houses are long-term empty and would be likely to remain so without intervention. Making displaced householders aware of the availability of empty houses in other areas would act as a supporting tool for the regeneration areas, tackling the widespread problem of empty houses and preventing spread.

The Council's intervention seeks to maintain existing owner-occupiers within the owner-occupation tenure. During the next two years we will be working with the Tees Valley authorities to develop and fund a public/private partnership aimed at bringing long-term empty houses back into use for rent and/or home ownership. This will lever-in additional private finance.

We will continue to take enforcement action to deal with individual problematic properties, working with owners where possible to secure properties.

Where a property is identified as a priority for action and a suitable agreement for its reoccupation is not agreed with the owner, the property will be considered for purchase by agreement, compulsory purchase or enforced sale.

In appropriate cases we will consider using the Housing Act 2004's new power to make Empty Dwelling Management Orders to take over the management of an empty property from an owner who was not taking steps to secure its re-occupation.

### **Gypsies and Travellers**

Hartlepool has never been a popular area for substantial numbers of gypsies and travellers and this overall trend for low numbers, with some exceptions, has continued. In 2004, an assessment was made which showed that the bi-annual counts have remained at nil for the past 5 years. The recorded encampments throughout those years are shown in the table below, and based on this data we would expect to have on average up to 3 encampments per year, consisting of up to 8 vans, with an occupation time of up to 3 weeks.

## What we are doing to tackle these Issues

Within the core priorities, private sector housing renewal actions between 2006-11 have been identified as follows:

- Ensure housing regeneration activity is successful and secures follow on investment.
- Provide targeted support to renovate and repair housing in areas adjacent to redevelopment areas.
- Deliver empty homes initiatives.
- Achieve the Government's Decent Homes targets for private housing occupied by vulnerable groups.

## Balancing Housing Supply and Demand

Provide targeted support to renovate and repair housing in areas adjacent to redevelopment areas in North and West Central Hartlepool (as well as the homes of vulnerable people) in order to support the regeneration of the town and target limited resources.

## 13. Meeting the Housing Needs of Vulnerable People

Whilst there isn't one single definition of the term 'vulnerable' this strategy takes a wide view and vulnerability may include those:

- In receipt of benefits;
- Who need support in order to maintain a tenancy; and
- Who may be homeless.

This covers a range of important strategic issues affecting many residents and properties in the borough including:

- Assisting residents to live safely in, or return to, their homes;
- Offering a choice of suitable accommodation for vulnerable people;
- Improving the thermal insulation of homes and reducing fuel poverty; and
- Prevention of homelessness.

### Houses in Multiple Occupation (HMOs)

Area for Action: Introduce mandatory HMO licensing.

Currently, a HMO is defined as 'a house occupied by persons who do not form a single household' and, although this definition has been refined and extended by the Housing Act 2004, the number of such properties in Hartlepool is considered to be relatively low. We currently estimate that there are around 40 to 60 HMOs in Hartlepool and we do not expect a significant increase as a result of the change in definition.

The Housing Act 2004 introduces compulsory licensing for HMOs of three or more storeys in size and with 5 or more residents, although certain exemptions will apply. We expect that the number of properties requiring to be licensed to be very low.

### Property Condition

The Housing Act 2004 introduces hazard rating as a new method to establish the suitability of a dwelling for occupation, focusing on risks to occupiers. A hazard score determines whether risks exist which are actionable by the Council. It was implemented in April 2006 and it replaces the use of the fitness standard in establishing the need to serve notices on landlords.

### Fuel Poverty

Hartlepool Borough Council's current Affordable Warmth Strategy was produced in 2002. It, together with the Home Energy Conservation Act Strategy, will be revised during 2006 through a working party set up to develop and review the strategies.

The Council has worked with various agencies to provide affordable warmth for residents. Partnerships have been developed with Tees and Durham Energy Advice, the EAGA Partnership, Scottish Power, Energy Education North, Endeavour Home Improvement Agency, and installers to enable residents to enjoy warmer homes. The Council has played an active role in promoting the Government's Warm Front grant, with just over 1,000 householders receiving insulation and heating measures to the value of £489,358 in 2003/4. An affordable warmth project, Hartwarmers Plus, funded by Scottish Power and our discretionary SHIP allocation has provided measures for over 300 households during 2004/5 with priority given to householders on benefit and those aged over 60.

In Hartlepool, 45% of fuel poor households (approximately 1,870) are not eligible for full 'Warm Front' grants (loft and cavity wall insulation). This scheme – called 'HartwarmersPlus' is targeted at these households. In addition to improving the thermal insulation of homes (SAP ratings to rise by a minimum of 21 points) there is expected to be annual fuel bill savings for residents of up to £189. It is anticipated that approximately 300 'top-up' grants will be given during 2004/5 and 700 in 2005/6 – ensuring that 1,170 fuel poor households are helped with their heating and their homes are thermally insulated, contributing towards the Council's aim to improve the SAP rating of homes (44.7 in 2004/5 and 56.4 in 2005/6). Additional benefits of this scheme include contributions to health targets for reducing winter deaths, reduction of heart disease, strokes, asthma and particularly respiratory illnesses to children caused by cold, damp homes. The Council has worked with Housing Hartlepool to provide energy efficiency measures for tenants and has taken initiatives such as specifying condensing boilers as standard for new heating since 2002. Energy efficiency measures are also provided through discretionary Renovation Grants, where condensing boilers have been specified since 2000. We have also maximised funding by working with utilities to fund measures through the Energy Efficiency Commitment Programme.

#### **Adaptations for People with Physical Disabilities**

Enable residents to live safely in, or return to, their own homes where they wish to.

Due to the changing age profile and a high level of disabilities in the town, demand for adaptations (Disabled Facilities Grants) is far in excess of our current resources. With an increasing elderly population and in particular elderly owner-occupiers, demand for adaptations will continue to rise. This issue will need financial commitment and the Council will continue to bid for funds from the Regional Housing Board to continue to provide grants. We were successful in bidding for SHIP funding for 2003/4 and 5/6 which included an element of funding for adaptations. Additionally NRF funding is available for adaptations. Whilst the Government grant for DFGs has increased for 2006-8, with a tightening of SHIP funding there will be a reduction in spending during 2006-8 unless substantial NRF funding becomes available as a result of other projects under spending. There is a continuing need to provide Disabled Facilities Grants – the stock condition survey identified a high requirement for adaptations, not all will qualify for grants however there is a need to maintain grants at least at their current levels to ensure that needs are addressed.

## **Resources**

A significant element of funding allocated to local authorities is now allocated on a competitive 'bidding'. In Hartlepool we have been successful in bidding in partnership with the other Tees Valley Authorities for Single Housing Investment Pot in the form of grant. Hartlepool has received an allocation of £m from this source for the period 2006-8 for private sector housing activity.

For the regeneration schemes to be successful it will be crucial to maintain investment in renewal to ensure that areas adjacent to regeneration areas are sustainable. It is also vital that the homes of vulnerable people are well maintained. The Government target for Decent Homes standards in the private sector is also a driver for improving stock in the town.

## **REGENERATION, LIVEABILITY & HOUSING PORTFOLIO**

Report To Portfolio Holder  
30 August 2006



**Report of:** The Director of Regeneration and Planning  
Services

**Subject:** CONVERSION OF DEPARTMENTAL PAPER  
BASED RECORDS TO AN ELECTRONIC  
FORMAT

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### **SUMMARY**

#### **1.0 PURPOSE OF REPORT**

To seek Portfolio Holder's approval to commence a procurement exercise leading to a contract being established for the conversion of Regeneration and Planning's historic paper based documents into an electronic format. Portfolio Holder's approval to letting the contract on a price/performance basis is also sought.

#### **2.0 SUMMARY OF CONTENTS**

The report provides background to the planned procurement project and proposes a basis for selecting the successful contractor.

#### **3.0 RELEVANCE TO PORTFOLIO MEMBER**

The Portfolio Holder has responsibility for contracts relating to his executive functions under the Council's Contract Procedure rules.

#### **4.0 TYPE OF DECISION**

Non key.

## **5.0 DECISION MAKING ROUTE**

Portfolio Holder only.

## **6.0 DECISION(S) REQUIRED**

The Portfolio Holder is requested to approve commencement of the procurement exercise with a view to letting the contract on the 80:20 price/performance basis proposed.



**Report of:** The Director of Regeneration and Planning Services

**Subject:** CONVERSION OF DEPARTMENTAL PAPER BASED RECORDS TO AN ELECTRONIC FORMAT

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## **1. PURPOSE OF REPORT**

1. The report seeks Portfolio Holder's approval to commence a procurement exercise leading to a contract being established for the conversion of Regeneration and Planning's historic paper based documents into an electronic format. Portfolio Holder's approval to letting the contract on a price/performance basis is also sought.

## **2. BACKGROUND**

1. Regeneration and Planning Services hold numerous case files within its planning, building control and youth offending services. In the case of planning services, paper records are required to be retained back to 1947. During 2005/06, significant progress was made in implementing the corporate Electronic Document and Records Management System (EDRMS) within Planning. This now enables all documents associated with current applications to be scanned and electronically stored as they are received. The backscanning of old files and their conversion into an electronic format however is still required.
2. At the Regeneration and Liveability Portfolio Holder meeting of 15 July 2005, it was agreed that £150,000 of Planning Delivery Grant be set aside to implement EDRMS within the department and to undertake the backscanning of historical records. In accordance with the Portfolio Holder's decision, 50% of this amount went towards meeting the purchase costs of corporate Hummingbird R/KYV EDRMS system. The remaining £75,000 balance is available to address the backscanning issue.
3. In addition to the planning related records, approximately 1,000 case files are held by the Youth Offending Section which would also be suitable for backscanning. An amount of £10,000 currently held in the youth offending reserve has been provisionally earmarked by the section as budget to carry out this work. This would be added to the Planning Delivery Grant funding to increase the total amount available for the project.

4. To achieve further economies of scale and best value for the council as a whole, staff from the Legal Division are also currently assessing whether their requirements for backscanning are sufficiently similar to roll into a single procurement exercise.

### **3. BENEFITS TO THE DEPARTMENT**

1. A number of efficiencies would derive from the conversion of departmental paper records into an electronic format. Office space currently accommodating the physical files would be released for re-use. The converted documents would be viewable by officers on existing IT systems making retrieval of this historic information easier and faster. Some savings in officer time would also occur through the reduced need to visit off-site archive storage facilities.
2. The best estimate is that the value of the efficiencies outlined above would equate to £19,000 per annum. This would be a 'non cashable' saving in that whilst faster processing and therefore increased output could be achieved, a realistic opportunity does not arise for reducing budgets. On the basis of this estimate, payback would be achieved in the fifth year.
3. A further important benefit would occur as a result of the project. Loss or damage to these essential paper records is seen as a key area of risk for the department and is therefore included in the operational risk register. Storing these documents in an electronic format with appropriate back up arrangements in place would virtually eliminate that risk and significantly enhance the department's plans for business continuity.

### **4. BASIS OF THE CONTRACT AWARD**

1. Various informal discussions with suppliers have taken place during the past year to assist the department in clarifying its requirements and to identify the best options for scanning, storage and retrieval of information. The department is now ready to go to the market in a formal tendering exercise.
2. There are numerous suppliers potentially able to carry out this work. It is anticipated there will be interest from a range of businesses of various size and experience. It is therefore intended that the council's standard pre-qualification questionnaire would be used to obtain and evaluate initial supplier information and determine the most appropriate contractors to invite to submit a formal tender.

3. Under the Council's Contract Procedure rules, the Portfolio Holder has responsibility for determining the nature of a contract to which the department enters into. Whilst price would clearly be the main determining factor in this contract award it is felt that the nature of the work involved also requires an evaluation of quality.
4. It is proposed that an 80:20 price/performance evaluation of the contract takes place. The quality element would be scored on the basis of information received from reference sites in relation to previous performance of the potential contractors whilst undertaking similar backscanning work.
5. To ensure probity and transparency, a report showing the outcome of the price/performance evaluation would be made to the Contract Scrutiny Panel in accordance with the Council's Contract Procedure rules.

## **5. RECOMMENDATION**

1. That the Portfolio Holder approves the commencement of the procurement exercise described with a view to letting the contract on the 80:20 price/performance basis proposed.

## **REGENERATION, LIVE ABILITY & HOUSING**

Report to Portfolio Holder

30 August 2006



**Report of:** Director of Neighbourhood Services

**Subject:** CLEAN NEIGHBOURHOODS & ENVIRONMENT ACT 2005 -  
LEVELS OF FINES

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### **SUMMARY**

#### **1. PURPOSE OF REPORT**

- 1.1 To inform the Portfolio Holder of changes to the levels of fines and early payment arrangements applicable to the Fixed Penalty offences contained within the new Clean Neighbourhoods and Environment Act 2005.

#### **2. SUMMARY OF CONTENTS**

- 2.1 New regulations have determined a different level of fine and discount for early payment, in respect of some offences.

#### **3. RELEVANCE TO PORTFOLIO MEMBER**

- 3.1 The Portfolio Holder is responsible for the environment.

#### **4. TYPE OF DECISION**

- 4.1 Non-key.

#### **5. DECISION MAKING ROUTE**

- 5.1 Regeneration, Liveability & Housing – 24 August 2006.

#### **6. DECISION(S) REQUIRED**

- 6.1 Approval of recommendations.

**Report of:** Director of Neighbourhood Services

**Subject:** CLEAN NEIGHBOURHOODS & ENVIRONMENT ACT 2005 -  
LEVELS OF FINES

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**1. PURPOSE OF REPORT**

- 1.2 To inform the portfolio holder of changes to the levels of fines and early payment arrangements applicable to the Fixed Penalty offences contained within the new Clean Neighbourhoods and Environment Act 2005.
- 1.3 To seek approval to apply these changes with immediate effect.

**2. BACKGROUND**

- 2.1 In a report to the Regeneration & Liveability Portfolio of the 2 June 2006, details were provided of the proposed new levels of fines and early payment arrangements under the Clean Neighbourhoods and Environment Act 2005.
- 2.2 In the report of 2 June 2006, the proposed levels of fines and early payments were listed at Appendix A and approval was given at that meeting for these to be applied with immediate effect.
- 2.3 Since the meeting of 2 June 2006, the regulations associated with the Clean Neighbourhoods and Environment Act have shown the need to review the levels of fines and early payment arrangements specified in the report.

**3. LEVELS OF FINES AND EARLY PAYMENT ARRANGEMENTS**

- 3.1 The revised levels of fines and early payment arrangements are shown at **Appendix A** of this report.

**4. SUMMARY**

- 4.1 The Clean Neighbourhoods & Environment Act 2005 is a welcome new addition to the powers available to the Council as it endeavours to provide a safe and clean environment for the people of Hartlepool.

The effective implementation of these new powers is essential and the Council must consider them fundamental to its key aims and objectives.

**5. RECOMMENDATIONS**

- 5.1 That the Portfolio Holder approves the revised levels of fines as listed at Appendix A.
- 5.2 That the Portfolio Holder approves the revised early payment arrangements as listed at Appendix A.

## Appendix A

Offence	Fixed Penalty Amount (£)	Early Payment Amount (£)
Selling Vehicles on the Road	100	60
Repairing Vehicles on the Road	100	60
Nuisance and Abandoned Vehicles	200	N/A
Littering	75	50
Litter Clearing Notices	100	N/A
Street Litter Control Notices	100	N/A
Free Distribution of Printed Matter	75	50
Graffiti and Fly posting	75	50
Transport of Wastes	300	N/A
Waste Receptacle Offences (Domestic, Section 46)	100	60
Waste Receptacle Offences (Commercial, Section 47)	100	N/A

## **REGENERATION, LIVEABILITY & HOUSING**

Report To Portfolio Holder

30 August 2006



**Report of:** Director of Neighbourhood Services

**Subject:** MINOR WORKS SCHEMES

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### **SUMMARY**

#### **1. PURPOSE OF REPORT**

- 1.1 To consider recommendations of the North, Central and South Neighbourhood Consultative Forums in respect of minor grant works.

#### **2. SUMMARY OF CONTENTS**

- 2.1 List of minor works proposals.

#### **3. RELEVANCE TO PORTFOLIO HOLDER**

- 3.1 Recommendations of spend on Minor Works projects to be confirmed by the Portfolio Holder.

#### **4. TYPE OF DECISION**

- 4.1 Non-key decision.

#### **5. DECISION MAKING ROUTE**

- 5.1 Recommendations of Neighbourhood Consultative Forums to Regeneration and Liveability.

#### **6. DECISION(S) REQUIRED**

- 6.1 To agree the recommendations of the Neighbourhood Consultative Forums in respect of Minor Works proposals.



**Report of:** Director of Neighbourhood Services

**Subject:** MINOR WORKS SCHEMES

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**1. PURPOSE OF REPORT**

- 1.1 To consider recommendations of the North, Central and South Neighbourhood Consultative Forum in respect of minor grant works.

**2. BACKGROUND**

**2.1 North Neighbourhood Consultative Forum**

**Elmwood Road – Lighting Improvements**

A cost of £9,226 was agreed to fund the replacement of eight columns and the installation of 12 new columns in Elmwood Road around the walkway leading through the allotments to Throston estate.

**West View Road Beautification**

The provision of 28 hanging baskets and 135 sq mtrs of crocus planting in West View Road at a cost of £9,248.

**Jones Road Gating**

The gating off of the three entrances into the alley to the rear of 13–73 Jones Road at a cost of £1,900.

**Central Neighbourhood Consultative Forum**

**Hart Village**

The initial cost of planting the area around the village name plate at a cost of £120.

**Dalton Village**

The coppicing of trees on Dene Bank at a cost of £587.

**York Road**

The replacement of dead trees and the installation of seating around the Central Library at a cost of £3,000.

**Burn Valley Gardens**

The continuation of the scheme to remove shrub beds from the streets off Elwick Road at a cost of £10,000.

**South Neighbourhood Consultative Forum****Ibroy Grove Car Parking**

A contribution of £6,500 towards a total cost of £19,500 to provide extra parking in Ibroy Grove.

**Dumfries Road Verge Works**

The funding of a scheme to remove grass verge and replace with tarmac in Dumfries Road at a cost of £6,250.

**Campbell Road Verge Replacement**

A scheme to remove the grass verge between 5 and 19 Campbell Road and replace with tarmac at a total cost of £3,750.

**Catcote Road**

A scheme to remove the grass verge outside 329 Catcote Road and replace with tarmac. This will complete this section of Catcote Road at a total cost of £1,875.

**Laird Road**

A scheme to remove the grass verge and replace with tarmac at a cost of £1,875.

**Street Lighting**

Funding towards the following schemes:

- a. Dawlish Drive - two new columns £1,700.
- b. Stanmore Grove – six new columns £5,100.
- c. Alva-Athol and Ayr Groves – seven new columns £6,000.
- d. Eriskay Walk – eight new columns £6,800.

Total Contribution - £13,200.

**All Forums****Pride in Hartlepool**

A provision of £5,000 from each of the Neighbourhood Consultative Forums was agreed to contribute to the work of Pride in Hartlepool.

**3. FINANCIAL IMPLICATIONS**

- 3.1 All of the above works can be carried out using existing minor works budgets.

**5. RECOMMENDATIONS**

- 5.1 That the recommendation of the North, South and Central Neighbourhood Consultative Forums be approved.

## **REGENERATION, LIVEABILITY & HOUSING PORTFOLIO**

Report to Portfolio Holder  
30 August 2006



**Report of:** Director of Neighbourhood Services

**Subject:** NEIGHBOURHOOD SERVICES  
DEPARTMENTAL PLAN 2006/07 – 1ST  
QUARTER MONITORING REPORT

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### **SUMMARY**

#### **1. PURPOSE OF REPORT**

To inform the Portfolio Holder of the progress made against the Neighbourhood Services Departmental Plan 2006/07 in the first quarter of the year.

#### **2. SUMMARY OF CONTENTS**

The progress against the actions contained in the Neighbourhood Services Departmental Plan 2006/07 and the first quarter outturns of key performance indicators.

#### **3. RELEVANCE TO PORTFOLIO HOLDER**

The Portfolio Holder has responsibility for regeneration, liveability and housing issues.

#### **4. TYPE OF DECISION**

Non-key.

#### **5. DECISION MAKING ROUTE**

Portfolio Holder meeting on 25 August 2006.

#### **6. DECISION REQUIRED**

Achievement on actions and indicators be noted.

**Report of:** Director of Neighbourhood Services

**Subject:** NEIGHBOURHOOD SERVICES  
DEPARTMENTAL PLAN 2006/07 – 1ST  
QUARTER MONITORING REPORT

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## **1. PURPOSE OF REPORT**

- 1.1 To inform the Portfolio Holder of the progress made against the key actions identified in the Neighbourhood Services Departmental Plan 2006/07 and the progress of key performance indicators for the period up to 30 June 2006.

## **2. BACKGROUND**

- 2.1 The Regeneration, Liveability and Housing Portfolio Holder agreed the Neighbourhood Services Departmental Plan in July 2006.
- 2.2 The Portfolio Holder for Regeneration, Liveability and Housing has responsibility for part of the Neighbourhood Services Departmental Plan.
- 2.3 The Neighbourhood Services Departmental Plan 2006/07 sets out the key tasks and issues along with an Action Plan to show what is to be achieved by the department in the coming year.
- 2.4 The Council recently introduced an electronic performance management database for collecting and analysing performance. In 2006/07 the database will collect performance information detailed in the Corporate Plan, the five Departmental Plans and the Services Plans of the Neighbourhood Services Department.
- 2.5 Each section within the department produces a Service Plan, detailing the key tasks and issues facing them in the coming year. Each plan contains an actions, detailing how each individual section contributes to the key tasks and priorities contained within the Neighbourhood Services Departmental plan and ultimately those of the Corporate plan.

## **3. FIRST QUARTER PERFORMANCE**

- 3.1 This section looks in detail at how the Neighbourhood Services Department have performed in relation to the key actions and performance indicators that were included in the Neighbourhood Services Departmental Plan 2006/07 and which the Portfolio Holder for Regeneration, Liveability and Housing has responsibility for.

- 3.2 On a quarterly basis officers from across the department are asked, via the Performance Management database, to provide an update on progress against every action contained in the performance plans and, where appropriate, every performance indicator.
- 3.3 Officers are asked to provide a short commentary explaining progress made to date, and asked to traffic light each action based on whether or not the action will be, or has been, completed by the target date set out in the plans. The traffic light system has been slightly adjusted in 2006/07, following a review of the system used previously. The traffic light system is now:

Red	- Action/PI not expected to meet target
Amber	- Action/PI expected to be meet target
Green	- Action/PI target achieved

- 3.4 Within the Neighbourhood Services Departmental Plan there are a total of 95 actions and 121 Performance Indicators identified. The Portfolio Holder for Regeneration, Liveability and Housing has responsibility for 36 of these actions and 85 of these performance indicators. Table 1, below, summarises the progress made, to the 30 June 2006, towards achieving these actions and performance indicators.

Table 1 – Neighbourhood Services progress summary

	Departmental Plan		Regeneration, Liveability & Housing Portfolio	
	Actions	PIs	Actions	PIs
Green	16	15	7	8
Amber	74	63	28	54
Red	4	3		1
Annual	1	38	1	16
<b>Total</b>	<b>95</b>	<b>119</b>	<b>36</b>	<b>83</b>

- 3.5 Seven of the actions for which the Portfolio Holders has responsibility have already been completed, and a further 28 are on target to be completed by the target date. One of the actions is reported Annual and therefore no update is available at present.

- 3.6 It can also be seen that 55 of the Performance Indicators have been highlighted as being expected to hit the target and a further 11 indicators currently being highlighted as having achieved the target. A further 16 indicators are only collected on an annual basis and therefore no updates are available for those at present. It has not been possible to provide updates on the remaining two indicators
- 3.7 Within the first quarter the Neighbourhood Services Department completed a number of actions for which the Portfolio Holder has responsibility for, including:-
- Additional powers have been obtained for Communities wardens to issue fixed penalty notices
  - A new covert camera system has been purchased and has already been instrumental in the prosecution of fly tippers. Has also been used to assist other agencies in combating anti-social behaviour
  - Strategies and procedures have been established for enforcement activities, including education and enforcement, in back streets and in connection with Alternate Weekly Collections
  - A 'fit for purpose' housing strategy has been produced and is being implemented.

#### **4. RECOMMENDATION**

- 4.1 That achievement of key actions and first quarter outturns of performance indicators are noted.