

REGENERATION SERVICES COMMITTEE AGENDA



Thursday 14 August 2014

at 9.30 am

in Committee Room B,
at the Civic Centre, Hartlepool

MEMBERS: REGENERATION SERVICES COMMITTEE

Councillors S Akers-Belcher, Cook, Cranney, Dawkins, Hargreaves, Morris and Payne

1. **APOLOGIES FOR ABSENCE**

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

3. **MINUTES**

- 3.1 To receive the minutes of the meeting held on 31 July 2014 (*previously published*)

4. **BUDGET AND POLICY FRAMEWORK ITEMS**

No items

5. **KEY DECISIONS**

No items

6. **OTHER ITEMS REQUIRING DECISION**

- 6.1 Quarterly Estates and Regeneration Report April – June 2014 – *Assistant Director, Regeneration*
6.2 Permission to Apply for Auerbach Drawing – *Assistant Director, Regeneration*



7. ITEMS FOR INFORMATION

- 7.1 Quarterly Building Control Report January – March 2014 – *Assistant Director, Regeneration*
- 7.2 Culture and Information Services Quarterly Report April – June 2014 – *Assistant Director, Regeneration*
- 7.3 Additional Funding for Maths Graduates – *Assistant Director, Regeneration*
- 7.4 Economic Regeneration Quarterly Update Including Grant Outturn 2013/2014 – *Assistant Director, Regeneration*
- 7.5 Quarterly Update Report for Planning Services April – June 2014 – *Assistant Director, Regeneration*
- 7.6 Strategic Financial Management Report – as at 30 June 2014 – *Director of Regeneration and Neighbourhoods, Director of Public Health and Chief Finance Officer*

7. ANY OTHER BUSINESS WHICH THE CHAIR CONSIDERS URGENT

FOR INFORMATION:

Date of next meeting – 18 September 2014 at 9.30 am in the Civic Centre, Hartlepool.



REGENERATION SERVICES COMMITTEE

14th August 2014



Report of: Assistant Director (Regeneration)

Subject: QUARTERLY ESTATES & REGENERATION REPORT
APRIL – JUNE 2014

1. TYPE OF DECISION/APPLICABLE CATEGORY

1.1 Non-key.

2. PURPOSE OF REPORT

2.1 To update the Regeneration Services Committee about progress across key areas of the Estates & Regeneration Section relating to capital receipts & property management together with progress in relation to the masterplan, other regeneration initiatives and capital investment and funding bids. In addition endorsement is also sought to the proposed approach to dealing with the increasing pressures of lower priority workload.

3. BACKGROUND

3.1 The report provides an update on progress across key areas of the service.

3.2 Development and Regeneration

3.2.1 **Seaton Masterplan** – The development agreement that covers the Masterplan has been signed and the first site has been sold to the Esh Group. They have started work on site and are currently preparing the buildings for demolition. Esh are also preparing plans for the extension of the site to include the adjacent site, currently occupied by Seaton Carew nursery. The nursery provision is to be relocated elsewhere in Seaton Carew at Holy Trinity Primary School. As part of the development agreement Esh will also work up the development plans for The Front and as part of that some further public consultation is planned for the end of July, to help inform the draft plans for The Front. Esh are also currently in negotiations with the current owners of the Longscar Building regarding its purchase. Work is also due to start on draft designs for improved community facilities in the Park at Seaton Carew.

- 3.2.2 **Burbank** – Construction has commenced on 19 bungalows on land formally owned by the Council at Burbank Street by Mariner Care. Detailed design work is being undertaken by the Consultancy Group in relation to a replacement Centre for Independent Living.
- 3.2.3 **Masterplan** - The initial inception meeting has been held with GVA who have been appointed to complete the Masterplan. The timetable for the completion of the work has been agreed and the initial evidence gathering and baseline analysis phase has started. This first phase of work will provide the relevant context to inform the development of strategies and options which will form the draft Masterplan. Survey work has been undertaken to inform the retail elements of the Masterplan. Work is currently underway to organise the first public consultation and stakeholder events which will take place in the week beginning the 4th August 2014. Further details are included in the report to the Regeneration Services Committee on the 31st July 2014.
- 3.2.4 **Creative Industries** - The Creative Industries Strategy for Church Street is now complete. The strategy provides the framework for the regeneration of the Church Street area and will complement and help to guide the development of the Masterplan. Work is currently ongoing with the Economic Regeneration team to develop projects and identify funding opportunities to implement the recommendations of the strategy. Discussions have been held with Cleveland College of Art and Design around the strategy and how the College can work with the Council to facilitate the regeneration of the area. The Creative network of businesses and stakeholders is also being developed. Further details can be found in the report to the Regeneration Services Committee on the 31st July 2014.
- 3.2.5 **Friarage Manor House** - A planning application has been submitted for the refurbishment of the Friarage Manor House and the development of residential accommodation on the land immediately surrounding the building. The team continues to provide support to the Henry Smith Education and Non-Education trusts as the project is developed and solutions to the remaining issues such as archaeology, planning and viability are being resolved. The planning application is anticipated to be considered by the Planning Committee in August 2014.
- 3.3 Capital Receipts
- 3.3.1 The 2014/15 Capital Programme has identified the sale of Former Henry Smiths Site on King Oswy Drive and the Former Educational Development Centre Site. Legal contracts are nearing completion on Henry Smiths and a planning application will be submitted in the near future by Seneca developments for approximately 90 houses.
- 3.3.2 Further to site investigation reports Gentoo the purchasers of the EDC site have identified substantial costs associated with abnormal costs and contamination. Negotiations have been undertaken between respective engineers to identify the appropriate level of deductions however Gentoo's proposals are not acceptable in cost terms and they are unwilling to

negotiate further and have withdrawn from the sale, Negotiations are currently ongoing with a healthcare provider for 2/3rds of the site and a report is being presented to Finance & Policy Committee on 18th August with proposed terms.

- 3.3.3 **Brierton** – Formal submissions have been made to the Department of Education seeking approval for consent to release 7.9 acres of former playing field land for disposal for housing development. The capital receipt will be used to fund both the realignment of the sports facilities and the refurbishment works to the main building.
- 3.3.4 **Morison Memorial Hall** - Morison Hall has been a derelict and an unsightly building on the Headland for a number of years now. HBC are working together with Hartlepool NDC Trust to bring about a scheme of redevelopment that will convert the former Methodist Chapel into 6 residential flat units for affordable rent.
- 3.3.5 The hall will shortly be transferred into the ownership of the Trust, who will then start the refurbishment works immediately with a view to scheme completion ready for occupation in early 2015.

3.4 Acquisitions

- 3.4.1 The section are responsible for supporting the delivery of the Council's Housing Market Renewal programme. There are currently two areas where active negotiations are taking place:
- 1) **Empty Homes** – The scheme target was to acquire 100 houses by 30th September 2014. To date 89 homes have been acquired and an additional 10 are currently in the process of legal transfer. In total 14 have been acquired since April.
 - 2) **Carr/ Hopps Regeneration Area** – Overall 175 residential properties and (including 2 business premises) have to be acquired and to date a total number of 149 have completed or are in the agreed sale position awaiting legal completion. It is intended that all acquisitions will be completed by October-2014 ready for demolitions and site clearance to commence. The site will then be redeveloped for affordable housing with a registered social landlord.

3.5 Non Operational Property

- 3.5.1 The section continues to actively manage the non operational estate to increase the rental income that is being generated from new lettings, rent reviews and lease renewals.
- 3.5.2 **Bryan Hanson House** lease has completed to Northgate the Councils IT provider who will occupy the building for a period of 7 years with an option to extend for an additional 3 years..Northgate have undertaken significant

refurbishment of the building for which a 1 year rent free period has been agreed. As a result of the occupation approximately 300 jobs will be relocated to the building providing significant economic benefits as well as income to the Council.

3.5.3 Brenda Road Wind Turbine site – terms have been agreed subject to planning permission for the grant of a 25 year lease to enable the construction of a wind turbine on a former grazing field which will generate a significant annual income to the Council together with additional funding provided by the developer as a Community Benefit payment.

3.5.4 Newburn Bridge Industrial Units – remain extremely popular and terms have been agreed for the final 2 units so currently there is 100% occupancy and a substantial waiting list now exists for units as they become vacant.

3.6 Operational Property

3.6.1 As the Council continues to review its services consideration of the delivery options and the opportunity to critically analyse current and future delivery models is creating the drive necessary to instil creativity and challenge as to whether the current property base is fit for purpose and if not what would be more appropriate. Consideration of the options to harness technology and work more flexibly including sharing resources with other partner organisations has been achieved to an extent but this offers even greater opportunity. As a consequence of the rationalisation of the portfolio significant savings of £500K pa in running costs have been achieved to date and reflected in the base budget. In addition, £2.476M gross capital receipts have been achieved to date and a substantial number of properties have been rationalised and sold/leased including:

3.6.2 Further rationalisation has been undertaken to further the Council's occupation of administrative accommodation. The leases on both Park Towers on Park Road the Housing Options Centre and 73 York Road the former Community Safety office have been terminated and staff have been relocated largely within the Civic Centre. Total annual savings of £46,000 (less the contribution from Thirteen Group) have been achieved although negotiations are being finalised in relation to outstanding dilapidations.

3.7 Statutory Valuations

3.7.1 The section is also responsible for undertaking asset valuations across the portfolio for inclusion within the Council's Annual Accounts. These are a statutory requirement and subject to review by District Audit. All valuations have to be undertaken on a 5 year rolling programme requiring 270 detailed valuations to be undertaken by qualified in house Chartered Surveyors each year.

3.7.2 All the valuations for 2014 have been undertaken for 2013/14 including an additional 17 that have been carried out on behalf of Cleveland Fire Brigade

on a recharge basis which has generated additional income to the unit of £4,250

3.8 Capital Investment

3.8.1 The section is responsible for prioritising the allocation of various capital monies, liaising with the Schools and the Councils Consultancy Group to agree the works and manage the implementation to minimise disruption to the operation of the schools whilst maximising the benefit of limited resources.

3.8.2 Works have been scheduled in relation to the following funding streams;

a) **Capital Maintenance - £1,884,294**

This is a formula grant for all maintained community schools. This funding is aimed at addressing condition needs in existing school premises (excluding Academies). Substantial work has been done to project manage the provision of the condition data and prioritise works in conjunction with the schools. The majority repair works are being carried out during the 6 weeks school holiday period. All schemes were approved by Children's Services Committee on 31 March 2014.

b) **Universal Free School Meals - £159,939**

This capital is to be used to improve school kitchens and dining spaces to ensure every reception, year 1 & 2 child receives a free school meal from September 2014. The team have been working with the catering team, schools and the diocese to formulate a programme of works/expenditure. A report was presented to Children's Services Committee 8 July 2014 seeking approval to the works.

c) **Dedicated Schools Grant (DSG) - £628,000 plus and additional £97,000 Total £725,000** This revenue has been secured for 2014/15 and will be targeted at suitability issues in schools.

Suitability Surveys are ongoing and these will determine which schemes can be funded. Surveys assess whether teaching and non-teaching accommodation is 'fit for purpose'. A report was considered by Children's Services Committee on 8 July 2014 to approve £325,000 of this funding for English Martyrs Science Labs

d) **Priority Schools Building Programme – Circa £17m**

This programme is to address the schools which are deemed to be in the worst condition and in need of urgent repair. Hartlepool has secured capital grant funding, circa £17m to re-build 3 of its schools. The team have been heavily involved in the bid preparation, design and scheme development. All the following new builds start on site Autumn 2014

- Manor College of Technology
- Barnard Grove Primary
- Holy Trinity CE Primary

The team has been heavily involved in the preparation of the bids, resolving land issues assisting the design and programme of construction.

e) Priority Schools Building Programme 2

The team is currently preparing bids in conjunction with the current round of the programme working with the Consultancy Group to collate data and liaise with schools regarding submissions of expressions of interest. It is proposed that submissions will be made for 5 schools and a decision on awards is expected in December 2014.

- English Martyrs School and 6th Form College
- High Tunstall College of Science
- West View Primary KS2 building
- St Helen's KS2 building
- St Bega's RC Primary School

3.9 Other Workload

- 3.9.1 There is an increasing pressure being placed on resources due to the recent volume of applications to acquire small areas of Council owned land for garden extensions. These applications have a tendency to be extremely time consuming and the fees/capital receipt collected do not represent value for money in terms of the use of officer time.
- 3.9.2 The section have significant capital receipt/rental income targets which are dependent on a number of key sites which require a substantial investment in terms of resources to facilitate disposal/letting. Currently it is difficult to commit the appropriate resource to the key projects due to competing demands from minor land sales increasing the risk of not achieving the targets.
- 3.9.3 It is proposed that until the end of the financial year minor sales where the income is unlikely to exceed £5000 applications to acquire small areas of land will not be processed however this will continue to be subject to review as workflow changes when spare capacity becomes available.

This will require staff to inform members of the public seeking to acquire land that it may not be possible to undertake the work to process a garden extension until the next financial year in order that expectations are not raised.

4. PROPOSALS

- 4.1 It is proposed that Members note the wide range and scale of the work undertaken by the section and this report provides an overview of the current and ongoing workload / issues.

5. FINANCIAL CONSIDERATIONS

- 5.1 The value of the Council's property portfolio is substantial and this represents both a significant asset and liability. Active management is required in order to maximise returns and minimise expenditure.
- 5.2 Operating costs are significant and ongoing rationalisation needs to be undertaken to minimise occupation whilst investing in key buildings to improve efficiency and maximise use.
- 5.3 Opportunities to increase revenue and capital income streams from active management and creative property/development transactions are key to supplementing the capital programme and generating income for investment in the portfolio to ensure the Council occupy modern and efficient buildings to enhance service delivery.

6. RISK IMPLICATIONS

- 6.1 Failure to acknowledge the cost/benefit of the property assets of the Council may lead to significant unnecessary expenditure in running costs and missed opportunities to maximise the returns both financially and economically from property rationalisation and development opportunities.

7. LEGAL CONSIDERATIONS

- 7.1 None

8. EQUALITY AND DIVERSITY CONSIDERATIONS

- 8.1 There are no equality or diversity considerations as part of the report proposals.

9. STAFF CONSIDERATIONS

- 9.1 There are no current staffing considerations as part of the report proposals.

10. ASSET MANAGEMENT CONSIDERATIONS

- 10.1 The attention of the Committee is drawn to the Asset Management element of the Medium Term Financial Strategy. The decision by Cabinet in January 2009 requires a commercial, proactive approach to be taken on Asset Management issues.

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

- 11.1 The implications of The Crime and Disorder Act 1998 have been considered and there are no matters affecting these proposals.

12. CONCLUSIONS

- 12.1 Property is a key resource for the Council requiring active management to maximise the benefits and minimise the costs.

13. RECOMMENDATION(S)

- 13.1 Members are recommended:
- 1) Note the contents of the report including the range, depth and recent achievements across all the key areas of the Estates and Regeneration Service.
 - 2) Note the achievements in the quarter April - June 2014
 - 3) Acknowledge the current workload pressures within the section and approve the proposal to suspend progressing approaches during the current financial year for minor land sales where the capital receipt will not exceed £5,000, when spare capacity becomes available.

14. REASONS FOR RECOMMENDATION(S)

- 14.1 To ensure that Members are informed about key activities across the Estates & Regeneration Service and that delivery is being focussed on the delivery of the most strategic projects.

15. BACKGROUND PAPERS

- 15.1 There are no background papers to the body of this report.

16. CONTACT OFFICER

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REGENERATION SERVICES COMMITTEE

18th August 2014



Report of: Assistant Director (Regeneration)

Subject: PERMISSION TO APPLY FOR AUERBACH DRAWING

1. TYPE OF DECISION/APPLICABLE CATEGORY

This report is for a non-key decision.

2. PURPOSE OF REPORT

- 2.1 The purpose of the report is to ask Members for permission to apply to the Arts Council for the donation of the Frank Auerbach drawing 'Study for Shell Building Site', 1958, pencil on paper.

3. BACKGROUND

- 3.1 The Museum Service already holds the end product of this work and would like to obtain the drawing to display it alongside the finished painting.
- 3.2 The Arts Council put out a call to Accredited Museums as it is seeking to permanently allocate a collection of paintings and drawing by Frank Auerbach worth £16.2m to public museums and galleries across the UK. The collection was given to the nation through the Acceptance in Lieu (AIL) scheme by the estate of Lucian Freud, who died in 2011, and who is also represented in the Hartlepool collection.
- 3.3 Frank Auerbach was born in Germany in 1931 but moved to England in 1939. He studied art at St Martin's School of Art 1948-52 and the Royal College of Art up to 1955. He featured alongside other notable figurative painters such as Lucian Freud and Francis Bacon in numerous national and international exhibitions. His work mainly centres on portraits and city scenes (usually London) and has been described as expressionistic although the artist prefers to see his work as providing order to a world of chaos.

4. TIMETABLE

- 4.1 Applications to be made to Arts Council by 21st November 2014.

5. SUMMARY

Frank Auerbach is an internally renowned artist who is already represented in the Hartlepool collection; this is an excellent opportunity to add to the collection without cost to the Council.

6. EQUALITY AND DIVERSITY

- 6.1 There are no equality and diversity implications.

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

- 7.1 There are no implications under Section 17.

8. RECOMMENDATIONS

- 8.1 It is requested that the Members permit Museum staff to make an application for the drawing.

9. REASONS FOR RECOMMENDATIONS

- 9.1 A decision would allow staff to make a valuable addition to the Council's art collection.

10. CONTACT OFFICER

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REGENERATION SERVICES COMMITTEE

14th August 2014



Report of: Assistant Director (Regeneration)

Subject: QUARTERLY BUILDING CONTROL REPORT
JANUARY - MARCH 2014

1. TYPE OF DECISION/APPLICABLE CATEGORY

For information only.

2. PURPOSE OF REPORT

- 2.1 To update the Regeneration Services Committee regarding the key areas of the Building Control Service including the fee earning and statutory enforcement activity, during the final quarter of 2013/14 and a brief overall performance over the year 2013/14.

3. BACKGROUND

- 3.1 This report provides an update on progress and performance of the fee earning element of the Building Control Service and the provision of the statutory enforcement element during quarter 4, of year 2013/14. As this is the last quarter for 2013/14 it will also briefly cover the full year performance figures.

4. PROPOSALS

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

5 BUILDING CONTROL FUNCTION

- 5.1 Building Control is the process of ensuring building work complies with the Building Regulations. The Building Regulations are national Regulations, applicable throughout England and are set by the Government to ensure minimum standards for the safe construction of buildings. These Regulations cover aspects such as structural stability, fire safety, means of escape, access

for all, ventilation and thermal insulation. They ensure the health, safety, comfort and welfare for people living in or using buildings.

- 5.2 The Building Control Service consists of two elements, fee earning and the statutory enforcement element which the Council must provide.
- 5.3 The Council's Building Control service operates in a highly competitive market and competes directly with private building control bodies for work. Persons carrying out building work are required by law to comply with Building Regulations and submit applications for most types of building work (both commercial and domestic). Applications for work required to comply with the Building Regulations submitted to the Council are generally 'fee earning' except for those works which are solely for disabled facilities. The Council's market share for the final quarter reduced to 80% but the overall figure for the year is still a healthy 86% which remains well above the current national average of around 60%.

It must be highlighted that disappointingly we have lost some major works to private building control bodies (BCB's) namely as follows:
Three new LA schools - Barnard Gove, Manor College of Technology and Holy Trinity C of E primary school (BCB from Croydon), these 3 projects equate to a loss of income of between £12,000 and £15,000 for the section. Other projects lost include the Hospice extension at Wells Avenue (BCB from Northants), 7,800 new homes at land at Stockton Road for Persimmon (BCB from Milton Keynes) and a new Fire Brigade headquarter building at Stockton Road (BCB from Wakefield).

The section has however managed to attract other significant work namely Blakelock Road (centre, flats and housing), Land off Friar Street (housing), Former Springwell flats (housing), Land at Raby Gardens / Chatham Road (housing), Queens Meadow (32 Industrial units), West Rugby Club (changing rooms and clubhouse), Seaton Lane (housing), Land south of the Raby Arms, Hart (housing) and Eskdale Road (housing).

- 5.4 The Council's Building Control team deal with all types of applications from small single storey domestic extensions to multi million pound commercial developments. The Council must cover all costs of the provision of this fee earning work but cannot make a profit on such work.
- 5.5 As well as this fee earning element the Building Control service is responsible for all enforcement issues in relation to Building Regulations. The Council is responsible for the enforcement of the Building Regulations as private building control bodies cannot carry out any enforcement. This enforcement can cover unauthorised work (without applications) as well as work that does not comply with the Regulations and associated guidance.

6. FEE EARNING PERFORMANCE

- 6.1 Three types of 'fee earning' application can be submitted – Full Plans, Building Notice and Regularisation. Full Plans applications, as the title

suggests consist of existing and proposed plans, calculations and specifications submitted prior to work commencing and are fully appraised by the Building Control surveyors. In addition these jobs are fully risk assessed and inspected as work progresses through to completion to ensure compliance. Building Notice applications are usually submitted just prior to work starting and although generally they have no plans with them they are fully risk assessed and inspected as work progresses through to completion to ensure compliance. Regularisation applications can be submitted to regularise previous unauthorised work and are fully checked to ensure the work complies both by submission of requested details and site inspections.

- 6.2 The total number of new Full Plans, Building Notice and Regularisation applications submitted for the final Quarter was 100, an increase of almost 30% from the previous quarter. These applications submitted in quarter 4 brought in a total fee income of £19,463.83, an increase of 52% from the previous quarter.
- 6.3 The total number of new individual building work starts for quarter 4 was 102, an increase of 29% from the previous quarter. These brought in a fee income of £17,102.20 an increase of over 19% from the previous quarter.
- 6.4 The total number of inspections carried out by surveyors for the quarter 4 was 548, bringing the total number of inspections for the year to 2,509.
- 6.5 The Building Control Service has approved 88.5% of the applications submitted in quarter 4, bringing the average figure for plans approved for the year 2013/14 to 87%.

7. ENFORCEMENT UPDATE

- 7.1 In addition to the fee earning element the Building Control Service carry out inspections of unauthorised work and work not complying with the Building Regulations.
- 7.2 In line with the Council's Building Control enforcement policy the surveyors as part of their duties to carry site inspections of building work as it progresses carry out many pre contravention inspections. By spotting work that contravenes or may become a contravention if work progresses in a particular way the sections surveyors discuss and resolve matters with owners and builders before costly legal action may be required through the Magistrates Court.
- 7.3 A pre-contravention is when a site inspection is carried out and the work carried out is found to be incorrect or the proposed work is incorrect and the surveyor has just cause to ask for the work to be corrected or agrees an alternative construction to ensure the work ultimately complies with the Building Regulations.

- 7.4 The Council's enforcement policy reinforces the best practice to resolve such matters prior to needing to progress to a more formal and costly legal approach.
- 7.5 The enforcement update encompasses a number of key areas, including non-compliance issues found by the surveyors during chargeable plan appraisals and site inspections and unauthorised work which Building Control have been notified by neighbours, those selling houses, via other Council sections or those seen by the Building Control Surveyors whilst inspecting other properties. In the final quarter several minor contraventions have been found during plan appraisals and resolved after a detailed first response to the agents resulting in compliant amended plans and details being submitted allowing for approval.
- 7.6 Several other minor contraventions have been found whilst inspecting work on site by the team's surveyors and have been successfully resolved with either the owner or the builder in a professional and timely manner.
- 7.7 In the final quarter some more major contraventions have been successfully resolved by the team, some examples are as follows.
- 7.8 On quite a large extension to the side of a domestic property the foundations had been excavated 750mm deep into clay soil for a rear extension. This however was not sufficiently deep, due to the proximity of trees found on the site.
 A full plans application had only been submitted 3 days prior to the site inspection and hence it had not had a full plan appraisal. Furthermore the submitted plans did not show any trees and the foundations had been specified as only being the standard of 750mm deep.
 Due to the site surveyor noticing the trees, determining the type of tree and then using specific guidance, the correct foundation depth was calculated as needing to be 1800mm deep into the clay soil.
This increased depth is required in clay soils, as the trees extract moisture from the soil, causing the soil to shrink and swell as it becomes wet or dries out. This climatic variation in the volume of the soil becomes less as the depth of the foundation increases. The tree guide we refer to gives the correct depth based on the height and water demand of the tree compared to its distance from the foundation.
 Without this intervention, the extension would have been built on insufficiently deep foundations, which would have resulted in cracking and very likely some structural failure or collapse.
 The foundations were subsequently excavated, by the builder, to the correct depth and re-inspected two days later.
- 7.9 Incorrect lintels had been installed on a two storey side extension to a domestic dwelling. Upon inspection of these lintels, it was found by the surveyor, that concrete lintels had been used by the builder, instead of the specified steel lintels on the plan.
 The inspecting surveyor therefore requested that the openings be immediately (temporarily) propped up. He then requested that the offending lintels be

removed and replaced with suitable lintels that can take the loadings, as specified on the plan.

To clarify the necessity to change these inappropriate lintels, the actual loading going onto these lintels was almost 4 times more than the concrete lintels could safely support.

This, if unchecked, would have resulted in structural failure. This matter was resolved amicably with the owner and the builder without the need to resort to serving notices and costly legal battles. The new steel lintels have been installed and inspected and the work has been completed.

- 7.10 As mentioned in the 3rd quarter report, the Building Control team had started procedures to resolve an unauthorised conversion of a commercial property, into a domestic dwelling. The final letter, prior to resolving the matter legally through the courts, had been sent. This final letter had the desired effect, as the owners of the property immediately submitted the required regularisation application.

Since then, we have worked with the owners and resolved all outstanding issues and a final inspection was carried out and the works successfully completed. This is another positive outcome that has been resolved by the team, without lengthy and very costly legal action. Added to this, the regularisation application also brought in additional income of £785

8. RETURNED QUESTIONNAIRES FOR PERFORMANCE MEASUREMENT AND MARKETING

- 8.1 For all applications submitted and all projects completed the Building Control Service send out questionnaires giving our customers the opportunity to rate the service and add any particular comments they wish either good or bad. This also gives the Building Control Service an opportunity to fine tune its services as part of our overall marketing strategy.
- 8.2 The choice of ratings for the customers to rate the service range from very poor to very good and for this quarter the ratings are as follows:
 Plan appraisal service 100% very good or good
 Site inspection service 100% very good or good
 The average ratings for the whole year are:
 Plan appraisal service 100%
 Site inspection service 92.3%
 All well in excess of the target values of 80% for each.
- 8.3 The Plan Appraisal Service and Inspection Services have had some additional comments made by our customers such as:
- “Keep up the good work, thank you”.
 - “Professional and helpful – would always use Council and not private company for building inspections”.
 - “Inspections were carried out in a professional manner with lots of helpful advice and information given during the inspections which was helpful in overcoming small problems that were encountered during the attic conversion”.

- “I did the whole project from the beginning to end, but had a lot of delays at the beginning about different forms etc that I was supposed to fill in or not fill in. It was the first time I had ever done this and almost gave in before I started as nobody was giving me any help or advice. I was back and forth to the office over a few months getting the wrong advice until one day Mark Taylor came over and sorted everything out for me straight away. The building side of it then started and from there on I was dealing with Mark and James who I could not fault, both very helpful and easy to deal with”.
- I wasn't present at first inspection (during build) which might have been useful – so I could make sure builder used good enough / proper materials / finishes (correct window) – which might of *saved* me having to change things later. All inspection meetings should be organised with owner – so owner (and builder) can be present. Builder will spend as little as possible to increase his own profit!

9. IMPACTS OF NEW LEGISLATION

- 9.1 The Government did not introduce any major new legislation throughout 2013/14 however the service was gearing up for the introduction of a suite of new Approved guidance documents being introduced in the first quarter of 2014/15. These approved guidance documents assist developers in complying with the building regulations but over recent years have become more and more complex. With this in mind the key surveyors in the Building Control Service have had suitable training during 2013/14 to assist them in enforcing the new guidance and regulations. These documents come into effect on the 6th April 2014.

10. BUILDING CONTROL REPORTS ON THE FORWARD PLAN

- 10.1 There are currently no Building Control reports on the forward plan.

11. EQUALITY AND DIVERSITY CONSIDERATIONS

- 11.1 Impact Assessments have been carried out on all Building Control Services that are relevant to this report.

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

- 12.1 There are no Section 17 implications.

13. RECOMMENDATIONS

- 13.1 Committee members to note the contents of the report and the progress made across key areas of the Building Control Service for information purposes.

14. REASONS FOR RECOMMENDATIONS

- 14.1 To ensure that Committee Members are informed about key activities across the Building Control Service.

15. BACKGROUND PAPERS

- 15.1 There are no background papers to the report.

16. CONTACT OFFICER

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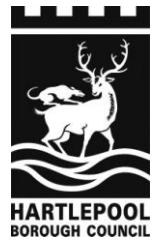
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REGENERATION SERVICES COMMITTEE

14th August 2014



Report of: Assistant Director (Regeneration)

Subject: CULTURE AND INFORMATION SERVICES
QUARTERLY REPORT – APRIL-JUNE 2014

1. TYPE OF DECISION/APPLICABLE CATEGORY

For information.

2. PURPOSE OF REPORT

- 2.1 The purpose of this report is to inform and update members on the work of the Culture and Information Services for the period 1st April – 30th June 2014.

3. BACKGROUND

- 3.1 Culture and Information Services cover a wide range of functions and venues across the Borough. These venues include: Burbank Community Centre; Central Library; Hartlepool Art Gallery; Hartlepool Maritime Experience; Headland Library; Museum of Hartlepool; Owton Manor Community Centre and Library; Seaton Community Centre; Seaton Library; Masfield Centre; Town Hall Theatre and Throston Library.
- 3.2 The Services provided include both on-site and outreach elements and advice, support and guidance to community groups working in these areas.

4. UPDATE ON PROGRAMMES AND INITIATIVES

- 4.1 Culture and Information Services have achieved a number of outputs during the period April - June 2014 and the following highlights some of these key achievements and work streams.

4.2 Libraries

- **Children's Service**

The number of engagements with children for the period April- June 2014 was 3409. This relates to library led activities such as Read and Rhymes, library skills and author visits. Visits to the library to borrow books are not included in this figure. This is a 20% increase on the same period in 2013.

Key contributions were;

- *Authors & illustrators Curtis Jobling & Tony McLaughlin.*
Due to a successful bid, the Service was able to provide a free event for 150 children from 4 primary schools. Hosted at the Northern Lights Academy the children had the opportunity to see and meet Curtis Jobling who is best known for his 'Bob the Builder' TV programme and Tom McLaughlin a successful picture book author.
- *Author Eion Colfer.*
The Library Service was successful in attaining a high profile author visit, this time with the current Poet Laureate for Ireland, Eion Colfer. The Town Hall Theatre was the venue for the audience of 400 children from 8 primary and secondary schools across the town.
- *Bookstart Star gifting sessions.*
Bookstart Star gifting is a national initiative. It has been developed for children with additional needs that impact on, or cause delay, with fine motor skills. The books in the pack have been selected to offer tactile and sensory exploration.
Children, parents and teaching assistants from Springwell School participated in four sessions delivered by library staff. Each child received a free gift of a Bookstart Star pack, whilst parents and carers were given tips and guidance to help them use the packs with their children.
The packs were provided free by the charity Booktrust.
- *Bookstart Week*
Bookstart is a national book gifting programme delivered through libraries. It provides free books to children at 9 months and 3 years of age. The Bookstart scheme is founded on partnership working between libraries, health professionals, children's centre's and local schools.
Bookstart Week was based on the theme 'My Hero'. 184 families attended sessions throughout the week and Seven Stories donated family tickets as prizes to support the events.
The week culminated in 40 children attending an event at the Central Library. This included;
 - Storytelling by Eileen Glenton.
 - Visit by the local fire brigade.
 - Gifting of the treasure bags by Iain Wright, MP who in addition to attending the event also gave an interview which is available on the Booktrust website.

- ***Dementia Awareness***

180 children and parents attended special Read and Rhyme sessions during Dementia Awareness week.

'My little Grandmother often forgets' and similar picture books raised awareness of how books can help children better understand dementia within the family.

A pilot activity was also undertaken with pupils from Rossmere School. 28 children visited the library to participate in an interactive dementia awareness session including how reminiscence boxes are used to help stimulate memories for people with dementia. The session also provided an opportunity to discuss with children the Government's 'Dementia Friendly Communities' initiative.

Working with the Tees, Esk and Wear Valley NHS Foundation Trust the Library Service is participating in the development of a schools resource pack on Dementia Awareness. The Trust is intending to seek external funding to support this work.

- ***Exhibition***

Local comic book illustrator Keith Robson exhibited examples of his work in the Central Gallery; comprising largely of original works from a variety of animated children's TV series the exhibition proved popular with families.

- ***Breastfeeding Awareness***

All library buildings have achieved the Silver Award for Breastfeeding Awareness. Alongside this all staff have received awareness training to better support mothers wishing to use the library as a breastfeeding venue.

- ***Digital Inclusion***

- Use of the Peoples Network computers continues to grow with 15,967 sessions and 10,594 hours of use in the period April – June 2014.

No. of hours of usage	2013/14	2014/15
April – June	9,031	10,594

- The Hartlepool History Then and Now website has been visited by people in 100 countries. 86% of users are in the UK.
Library volunteers continue to identify and scan photographic images for inclusion on the site.

Usage for April-June 2014 was;

	Users	Sessions	Page Views
April	3,161	4,305	44,855
May	3,324	4,320	44,611
June	3,304	4,189	38,911

▪ **Enquiries**

The Central Library Reference & Information department recorded 8,469 enquiries in the period April – March 2014. This is an increase of 2,437 on the same period in 2013.

Enquires	Q1	Q2	Q3	Q4
2012-13	6444	6106	5858	6105
2013-14	6032	7577	6857	7790
2014-15	8469			

• **Jobseeking support**

Adult Education are providing a weekly Job Club in the Central Library to support jobseekers.

In addition the National Careers Service are to resume their weekly drop-in advice and support service from July 2014.

• **Exhibitions – Central Gallery.**

7 exhibitions were hosted in April - June 2014 including the exhibition 'Hartlepool Places'.

The exhibition showcased a number of contemporary images of Hartlepool from a collection produced in partnership with Hartlepool Photographic & Digital Image Club.

The images will be permanently added to the Library Service's local history photographic collection.

▪ **Events Programme 2013**

The Library Service continues to provide author events, workshops and awareness days as an integral part of the Universal Library Offer.

Key activities include:

▪ **Author Event: Reading Groups**

Award winning crime author Mari Hannah visited Hartlepool to meet and talk to reading groups members. The groups had recently read Mari's first book *The Murder Wall* and invited her to come along to discuss it. Mari lives in Northumberland and her books are set in the North East.

- *Headland Folk Festival*
Headland Library hosted 3 twenty minute sets by folk acts performing at the Headland Folk Festival. The event attracted a record 130 people to the library.
- *World Book Night Giveaway*
Library staff working with the Learning Resource Team at Hartlepool College of Further Education engaged with over a 100 students and staff to promote books and reading. 90 free books, provided by Reading Agency, were given away during the event.
- *Spring LitFest*
Six author and poetry events were held over a three week period. Linked to the Read Regional promotion, all the visiting writers had a northern connection.

Included in the festival were authors Elizabeth Gill and Leah Fleming supporting a 'Make a Noise in Libraries Fortnight' event. This national and annual activity promotes library services for the visually impaired

4.3 Community Centres

In the first quarter the attendances at Community Centres was 9596 which was an increase of 1382 on the target of 8214.

Two groups that currently meet at Owton Manor Community Centre, Slimming World and the Yoga Group have extended their bookings. A new long term booking has been made by the Monday Friendship Group.

There has also been an increase in one off and short term bookings at Owton Manor Community Centre including bookings from the Community Alcohol Partnership, Housing Services for public consultations and an 8 week booking has been made by Profound Services, a group based in Peterlee, for a training course.

The table below provides a comparison of attendances at the community centre's from 2013/2014 to 2014/2015.

Community Centre Performance Indicators 2013/2014 & 2014/2015

Year	Quarter 1			Annual		
2013-14 3 centres	Target	Total	Difference	Target	Total	Difference
	5717	7258	up 1541	22197	32542	up 10345

Year	Quarter 1			Annual		
2014-15 3 centres	Target	Total	Difference	Target	Total	Difference
	8214	9596	up 2464	33061	-	-

4.4 Arts & Outreach

Cultural Ambassadors Scheme:

- MIMA visit with Young Cultural Ambassadors (YCA's).
- Library consultation took place with YCA's.
- Photography project gallery visit took place with YCA's.
- YCA's event at Hartlepool Town Hall Theatre with Over 100 people attending
- Continued support is given to young people from primary schools and Youth Centres through Explore and Bronze Arts Award.

4.5 Events

Events delivered April – June:

June

- Dutch Ships Visit – 24th 220 attendees
- Independent Safety Advisory Group (ISAG) – events team received 31 event notifications in the first quarter. These included Global Day of Prayer; Race for Life; the Headland Town Moor Fair and the Headland Carnival.

4.6 Town Hall Theatre

April:

- Love Books Love Film event by Seeds of Change (Youth Services) 22nd April

May:

- How Cold My Toes (Children & Young People)
- M for Medea (Children & Young People)
- Them Beatles (Cabaret)
- An Evening of Clairvoyance - Mayor's Charity Event-

June:

- Follow The Herring 3 day performances of "Get Up and Tie Your Fingers (Strategic Touring)
- Launch Event - Young Cultural Ambassadors
- Author Eoin Cofler Book Launch event (Libraries)
- Elvis the Movies Experience (Cabaret)
- **Local Productions** - K R Dance, Edith Harrison Performing Arts, Hartlepool Stage Society, Elwick Dance competitions x2, Dyke House School, Kellyanne Stevens
- Private Hire - National Blood Service sessions x4

Visitor Figures – April to June 2014 16,108 (**16,701** same period 2013)

Breakdown:

Room	April	May	June
<i>Lauder Suite</i>	328	0	0
<i>Audience</i>	5276	4771	1625
<i>Backstage</i>	2290	1579	239
Total	7894	6350	1864
Overall Total	16,108		

4.7 Hartlepool Art Gallery

Exhibitions

May:

- Face to Face exhibition(22nd March – 31st May)

The exhibition which consists of portraits from the permanent collection and features special loans from The National Portrait Gallery, London. On loan was be the self portrait 'Doris Clare Zinkeisen'(1929) and the Walery photograph collection of Victorian women.

The exhibition accompanies the schools 'Making a Mark' project in conjunction with The National Portrait Gallery, the main themes of the project are Local Heroes, Victorians and Portraits and how people can discover, explore and connect with the people and the stories of the past and present through their portraits.

June

- CCAD Degree Show (6th June - 28th June)

Annual event which showcased final work from all graduating students at the dedicated University Level Campus in Hartlepool. The costume exhibition formed part of the main Degree Show and all work has been created by Level 5 (Final year) FdA Costume students who will be graduating in July. This is a culmination of fascinating costumes made up of garments which would be suitable for stage & screen. Students have completed modules associated with pattern drafting and construction, embellishment, tailoring and millinery, material culture and professional studies, as well as working on live projects and a project of their own.

Emerge:

April:

- Emerge @ Summerhill - Bob Watson

June:

- Dabble In Art emerge@ Hartlepool Art Gallery
- Follow the Herring 2nd – 7th June

To complement the theatre performance, Follow The Herring exhibited a 20ft coble boat swathed in knitting. Created by retired shipbuilders and over 350 knitters of all ages, it sailed on the River Tyne as part of the 2009 Mouth of the Tyne Festival. During that time the Follow The Herring project team worked with schools, colleges and community groups to make sea creatures, rocks, nets and herring to display alongside it.

Project Information:

- A 12 week outreach project commenced with Young People on the 28th April at Throston Youth Centre. As part of the project participants learned basic photography skills, the planning and execution of an exhibition. Through photography the young women were exploring what it was like to be a young female living in Hartlepool today. The work produced by the group will exhibited in Hartlepool Art Gallery 6th September – 8th November 2014 as part of the Times of Our Lives Exhibition.

Dabble in Arts:

Hartlepool Art Club deliver a fortnightly Saturday morning art club to young people to develop young people's experience in the creative arts. These sessions are delivered in Hartlepool Art Gallery, numbers for the session are approx 25 to 30 young people. There is also a dedicated exhibition board to show the groups work

April:

- 5th Dabble - 35
- 19th Dabble - 32

May:

- 3rd Dabble - 37
- 17th Dabble - 33

Hartlepool Art Gallery Visitor Figures from April to June were 15,010 (19,029 same period 2013).

- April :4224
- May: 4242
- June: 6544

4.8 Museum of Hartlepool, Collections and Learning

- Changeover in the museum temporary exhibition space from 'Puppets' to 'I Do Like to be Beside the Seaside'
- Loan of 'Gala Day at Newlyn' by Stanhope Forbes to Penlee House in Penzance.

- 2nd April HME hosted the WW1 Teachers conference for the south of the North East Region – attracted approx 50 primary and secondary teachers. Approx 13 museums/libraries/archives/historical re-enactors on site to demonstrate the resources available to schools to help in their teaching of WW1
- Ran the pilot for the Bombardment Workshops with 50 children from Billingham South Primary School.
- Visitor figures for Museum of Hartlepool and Wingfield Castle 62,885 (compared with 52,007 in 2013) this represents a 21% increase.
- 695 school visitors in organized groups and 91 children and 50 adults attended holiday activities.

4.9 **Hartlepool Maritime Experience**

- Visitor figures 14195 (compared with 13546 in 2013), income from admissions up 19% and retail up 2% on the same period 2013-2014.
- HME was the host site for Armed Forces Day Service. HMS Hurworth took Shore Leave whilst the ship was in maintenance, and provided entertainment for the public during a Visit to the HME.
- On 24th June HME hosted an evening event to celebrate the visit of the Dutch Ships to Hartlepool on their way to Newcastle.

4.10 **First World War Project**

- The project contracted Outreach group Time Bandits for the second year.
- Touring exhibition on WW1 replica plane completed by Tramshed in Hartlepool.
- Consultation on Bombardment Memorial undertaken on 18th June attracting 70-80 people.
- Tees Valley First World War exhibition launched at Preston Hall Museum on 28th May.

5. **SUMMARY**

- 5.1 This report highlights some key areas of work and progress made over the past three months.

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

- 6.1 There are no implications under Section 17.

7. **EQUALITY AND DIVERSITY CONSIDERATIONS**

- 7.1 There are no equality and diversity issues in this report.

8. RECOMMENDATIONS

- 8.1 That the Regeneration Service Committee notes the content of the report and the progress made across key areas of delivery within the Culture and Information service.

9. REASONS FOR RECOMMENDATIONS

- 9.1 To inform Members of the range of recent activities of the Culture and Information section and the ongoing contribution to the Council's strategic priorities.

10. BACKGROUND PAPERS

- 10.1 There are no background papers.

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REGENERATION SERVICES COMMITTEE

14th August 2014



Report of: Assistant Director (Regeneration)

Subject: ADDITIONAL FUNDING FOR MATHS GRADUATES

1. TYPE OF DECISION/APPLICABLE CATEGORY

1.1 For information only.

2. PURPOSE OF REPORT

2.1 To inform the Committee of additional funding from the National Institute of Adult and Continuing Education (NIACE) to recruit a Maths graduate to increase the take up of Maths amongst adults

3. BACKGROUND

- 3.1 NIACE recently launched a funding opportunity to established partnerships to apply for up to £20K to support the recruitment of a Maths graduate. The aim of this funding is to increase the number of qualified maths teachers in the Further Education sector and thus increase the take up of Adults wishing to gain a qualification in Maths.
- 3.2 Hartlepool Adult Education has been a member of a very successful Peer Review and Development (PRD) group for some time along with similar services in Redcar and Cleveland and Darlington. The PRD group was eligible to apply for this funding opportunity.
- 3.3 Redcar Adult Learning service offered to apply for the funding and included Hartlepool and Darlington as partners in their application.
- 3.4 The application was successful and each Adult Learning service was awarded £20 K to support the employment of the graduate.
- 3.5 The funding must be used to recruit and employ a Maths graduate as a maths tutor for up to 2 years.
- 3.6 Additional funding was awarded to the lead organisation to provide any training and support requirements that the new staff may have.

4. PROPOSALS

- 4.1 The additional funding available to Hartlepool will be used to support the salary of a graduate for up to 2 years.
- 4.2 The lead organisation will use their additional funding to work with local Higher Education organisations to ensure that this opportunity is highlighted to newly qualified graduates.
- 4.3 The additional funding for the partnership will also ensure the costs of any advertising and recruitment is covered centrally.
- 4.4 The PRD group will work together to provide support and training for the new staff and thus by sharing expertise the costs can be kept as low as possible. The partnership approach will also ensure the new staff will be able to support each other as they gain expertise.

5. FINANCIAL CONSIDERATIONS

- 5.1 This project is fully funded from the NIACE grant so there are no financial implications for Hartlepool Borough Council or for the other partner authorities.

6. STAFFING CONSIDERATIONS

- 6.1 This funding will allow for 1 extra tutor to be recruited for a maximum of 2 years. It is detailed in the funding plan that this tutor will be in post by December 2014.

7. EQUALITY AND DIVERSITY CONSIDERATIONS

- 7.1 There are no equality or diversity implications.

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

- 8.1 There are no Section 17 implications.

9. RECOMMENDATIONS

- 9.1 Members of the Regeneration Services Committee to note the report.

10. REASONS FOR RECOMMENDATIONS

- 10.1 The additional funding will allow the service to increase its number of experienced and qualified Maths tutors are to increase the take up of Maths provision.

11. BACKGROUND PAPERS

There are no background papers.

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REGENERATION SERVICES COMMITTEE

14th August 2014



Report of: Assistant Director (Regeneration)

Subject: ECONOMIC REGENERATION QUARTERLY UPDATE
INCLUDING GRANT OUTTURN 2013/2014

1. TYPE OF DECISION/APPLICABLE CATEGORY

1.1 For Information only.

2. PURPOSE OF REPORT

2.1 To update Members on the work of the Economic Regeneration Team (ERT). The report also provides the grant outturn for 2013/2014 (see confidential **Appendix 1**).

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

3. BACKGROUND

3.1 The ERT has responsibility for delivering services that help stimulate economic growth and job creation and at the same time assist residents to take advantage of economic growth either through employment or business start up. The service works closely with a range of Council sections and external partners including Tees Valley Unlimited (TVU), Department of Work and Pensions (DWP) and Job Centre Plus (JCP) to ensure a joined up and coordinated approach, maximising benefit to businesses and clients within the town. The Economic Regeneration Strategy (ERS) provides the framework for the service.

4. KEY ACTIVITIES

4.1 One of the key strengths of the ERT is the integration of services with Business Support and Tourism providing the demand stimulus and HWS providing the supply side. Maximum added value is achieved by linking activities and ensuring local residents are able to enter into economic

participation and take advantage of economic growth either through employment or business start up and self employment.

4.2 The following sections set out in detail the key activities and achievements of the Team.

4.3 **Overarching Activity**

The service is responsible for the secretariat of the key jobs and economy strategic group, The Economic Regeneration Forum, which is a key method of engaging with the private sector and key public sector partners. In addition the service is responsible for the development of a range of assessments and strategies including the following;

- Hartlepool Economic Assessment
- Hartlepool's Economic Regeneration Strategy
- Hartlepool's Incubation Strategy

4.4 At the current time the service, in conjunction with the Regeneration Team, has been responsible for the delivery of the Hartlepool Vision and commissioning of the Master Plan. GVA Grimley has been appointed to undertake the development of the Master Plan and is currently in the baseline development and consultation stage.

4.5 The service is also heavily engaged at a sub regional level and has contributed to a number of strategies and activities such as the European Structural Investment Framework and the Strategic Economic Plan ensuring Hartlepool's priorities are recognised and responded to. At a more local level the service contributes to a range of strategies and plans including the Local Plan and the Child Poverty Strategy.

4.6 **Business Support**

4.7 The main aims of the Business Support Team are to increase business start up rates, stimulate SME growth, inward investment and the delivery of business infrastructure.

4.8 **Hartlepool Enterprise Hub**

- The project, funded by European Regional Development Fund, is now up and running.
- To date activity includes coaching for individuals considering self employment and a number of events including joint networking events, training for employed people considering self employment as a career option, as well as supporting the Council's Business Support service.
- Headline achievements to date include 45 businesses assisted, 62 jobs created and 23 new business start ups.

4.9 Partnership Working

- The partnership with Digital City Business continues to develop.
- In response to emerging themes from Hartlepool Vision, the project will concentrate on digital and creative businesses, the Hartlepool Project Officer being part of the steering group of the Creative Cluster being formed.
- In an effort to facilitate the impact of some of the regional business support programmes, a networking lunch was held at UK Steel Enterprise's Innovation Centre, focusing on Digital City Business, North East Access to Finance, UK Trade and Investment and Hartlepool Borough Council Business Support. The event attracted over 40 delegates with confirmed leads for exporting and financing. All four agencies felt that the event was worthwhile and planning for further events is about to commence.
- The Business Team continues to support the Federation of Small Business' bi-monthly networking event which is seen as means of integrating small Hartlepool businesses into the business community, as well as giving them the opportunity to meet other more mature businesses.
- The Business Team also supports the steering group of Hartlepool Business Forum. The Forum once again organised the recent Hartlepool Business Awards competition and ceremony.

4.10 Update on Leapfrog

- The Business Team has partnered Amacus Limited in a pilot self-employment training programme aimed at individuals who are currently not in receipt of benefits (these are serviced through the main Leapfrog Programme).
- The programme has attracted a mix of people who are currently employed and Higher Education students from Cleveland College of Art and Design. The team is looking to increase the number of businesses formed by young people and 8 participants were aged under 25.
- The programme has attracted a mix of people who are currently employed and Higher Education students from Cleveland College of Art and Design.
- The course has been held weekly over 12 weeks and has covered the main aspects an individual needs to consider when setting up in business. In addition private 1-2-1 sessions have also been available for participants.
- There are over 20 registered participants for the current course. Feedback on the course has been excellent and an evaluation of the programme will be undertaken upon completion to facilitate discussions about how the programme can progress

4.11 Business Support is also responsible for the delivery of business infrastructure projects and has been successful in a range of activities that are noted below;

- Queens Meadow continues to perform well and 9 projects have been delivered. The latest project sees the expansion of C&A Pumps into the Rivergreen Development. Overall around 115 jobs have been created with a private sector investment of £1.7m
- Discussions are ongoing with a developer to build an additional 30,000 sq ft of small business workshop accommodation at Queens Meadow.

4.12 Grant Support

- The Council provides direct grant support to encourage business start up, growth and inward investment. A six month outturn was reported to Committee on the 31st January 2013. In addition the Council has supported the implementation of a regional grant scheme funded through RGF, Let's Grow and a sub regional Business Compass grant scheme for smes (Small and Medium Enterprises). Detailed information on the 2013/14 outturn and the two external grant schemes are contained in confidential **Appendix 1**.

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

- The following table is a summary of the grant awards detailed in appendix 1 and covering the last financial year 2013/2014;

– Job Creation:	79
– Cost per job created	£1.4k
– Jobs Safeguarded:	12
– Business Start Ups assisted:	51
– Private sector leverage:	£473,465
– Empty premises brought back into use:	9
– Number of grant awards:	73
– Total value of grant awards:	£111,374
– Leverage ratio:	1:4.25

- It is worth noting that out of the 24 Hartlepool Enterprise Development Fund awards in 2013-2014, 8 were awarded to businesses led by individuals under the age of 30.
- Lets' Grow to date has awarded 3 Hartlepool businesses grant aid totalling £1,080,000 against a private sector spend of £6.7m and 127 new jobs created.

- The Tees Valley Business Compass grant has awarded 1 grant totalling £120,000 against a private sector spend of £280,000 with 12 new jobs created. In addition there are three new Let's Grow and Tees Valley Business Compass projects at various stages of the application process, should these be approved there will be around 34 new jobs created and over £1.2m of private sector spend.

4.13 The outturn performance indicators for 2013/14 were not available for the previous quarterly update and therefore are being reported now.

- Number of Businesses Assisted: 1,092
- Number of jobs created: 137
- Number of business start ups assisted: 65

4.14 The first quarter performance outturn for 2014/15 is not available at the date of compiling this report and will reported within the next quarterly update report.

4.15 **Creative Industries Quarter**

- The regeneration of Church Street has been identified as a key priority within the Hartlepool Vision given its potential to contribute to economic growth. Based on this priority a successful bid was submitted to the Local Government Associations Economic Growth Adviser Programme to secure funding to develop a strategy and action plan for Church Street based on the development of a creative industries quarter.
- The strategy provides a vision that the creative and cultural strengths of the town will be a catalyst for change. The strategy for Church Street is aimed at establishing a new role and changing the perception of the area which in turn will drive investment and demand. Three themes are identified for Church Street based around improving the economy, broadening the towns appeal as a visitor destination and improving the environment. The strategy enabled a £425k bid to be submitted to the Coastal Communities Fund to start to deliver the action plan. A Creative Cluster Partnership Group has also been established to oversee the implementation of the action plan.

4.16 **Tourism**

4.16 The Tourism Team provide specialist sectoral business support, largely supporting SME growth. The following activities form the bulk of the work of the Team;

- Co-ordination of two key network groups: Hartlepool Passport Group and Hartlepool Hotels Group
- Delivery of Welcome to Excellence training programmes
- Creation and delivery of My Tees Valley / My Hartlepool training programmes
- Delivery of Familiarisation visits to Hartlepool and Tees Valley by Group Travel Operators

- Promoting the visitor economy to students for business and employment opportunities
 - Marketing advice particularly related to e-marketing and online trading.
- 4.17 The section also has responsibility for business and tourism marketing, promoting the Town to business investors and visitors. The service has moved significantly towards an e-marketing platform with significant investment in the destinationhartlepool.com and investinhartlepool.com websites. The ability for self-authoring has meant that the sites are maintained on an ongoing basis and costs have been reduced. There have been 75,000 unique hits in the preceding financial year and nearly 23,000 unique hits in the first quarter of this financial year. A new development plan has been put in place to enhance the interface with different mobile platforms. E-newsletters are issued on a weekly basis to 6,000+ subscribers promoting events and timely offers at attractions, eateries and venues in Hartlepool. Hartlepool businesses are also contacted on a monthly basis with a new business e-newsletter.
- 4.18 More recently the service has developed social media for marketing purposes as noted below;
- Twitter @dest_hartlepool 1,023 followers
 - Facebook 658 likes
 - Youtube Channel Hartlepool Vision 6k+ views.
- 4.19 The section also develops and implements a range of joint marketing initiatives with local businesses. Three noteworthy examples are listed below;
- EAT Initiative – Developed with the local restaurant trade the initiative has been highly successful and is in its 8th year. Supported by paid advertising, 25,000 EAT brochures are printed and disseminated to a targeted market within the North East. Expected publication date September 2014 In addition a facebook campaign supports the initiative and it is actively marketed on the website.
 - Golf Week- Developed with Redcar and Cleveland Council and local golf courses, Hartlepool has led on the initiative. The programme offers short break golf holidays where golfers book a range of golf courses and compete to win a range of competition prizes. This year's competition has attracted over 300 golfers playing over 780 rounds of golf. Although the figures have not been compiled yet it is anticipated that over 75% are short stay visitors.
 - Working with the Council's Culture Team, the service helped to deliver a maritime event with Hartlepool Marina Ltd that attracted 52 Dutch sailing vessels and over 200 sailors as part of a North sea race.
- 4.20 Tourism, in conjunction with the Regeneration Team has also led on the development of the Vision brochure, DVD and the delivery of the Vision launch event held in January 2014, which attracted record numbers of delegates. The marketing campaign has been entered for the regional

Institute of Public Relations competition which is judged later this year. At the same time Tourism works closely with other Council sections to help deliver a range of activities such as the twice-yearly Hartlepool Town Hall Theatre and Cinema Guide and the delivery of the High Street Innovation fund Church Square Presents programme of events.

5. HARTLEPOOL WORKING SOLUTIONS (HWS)

5.1 HWS has evolved over time and provides a broad range of interventions to support disadvantaged residents to become economically active but also supports businesses on recruitment and redundancy scenarios. At the same time HWS has forged strong links with Child and Adults to develop joint initiatives particularly relating to young people and vulnerable adults. Key activities are noted in the following sections.

5.2 Hartlepool Youth Investment Project (HYIP)

- Since the project started, the Hartlepool Youth Unemployment Rate has reduced from 17.0% in September 2012 to 9.7% in May 2014. This is the lowest rate of youth unemployment since November 2007.
- The HYIP has a dedicated steering group which has representatives from schools, colleges, university, employers and other stakeholders. The group is tasked with ensuring the project is delivered and to support this, a number of activities have or are being developed which are shown below.
- Global Entrepreneurship Event – A one day event on Friday 21st November 2014. This will allow employers to promote their growth sector areas through interactive workshops which will engage 300 Year 10 pupils.
- Real Life Work Based Enterprise – This will give groups of young people in schools or colleges the opportunity to take part in work related learning through live project brief's set by employers.
- Mentoring – This will allow employers to offer support and guidance to a young person or groups of young people from either school or college who are interested in their industry by giving them access to a workplace mentor.
- Youth Enterprise Fund – This activity will give groups of young people aged 11 to 19 years old up to £250 of funding, through a competitive tendering process, to develop a product or service which will then be marketed and sold by them.

5.3 Hartlepool Employer Core Offer

- A sector based work academy delivered in partnership with Seymour Civil Engineering and Jobcentre Plus for fifteen clients incorporating employability skills. All of the clients were interviewed by the company with four successfully progressing into employment.

- An Environmental Apprenticeship sector based work academy was delivered in partnership with Hartlepool Borough Council – Neighbourhood Services, Hartlepool College of Further Education, Jobcentre Plus to a group of long term unemployed 18-24 year olds. This resulted in ten young people being employed as Environmental Apprentices with Flagship Training Solutions. One other young person was offered alternative employment with Connoisseur Crafts.
- The group are working with Mariner Care (who will manage the new care facility in Burbank) to develop opportunities for unemployed, Hartlepool residents and support their recruitment which includes an event on 19-20 September 2014.
- A local labour market information event was held in partnership with National Careers Service on June 17th to mark Adult Learners week. This event was open to any Hartlepool resident.
- Tees Valley Heritage Skills Project.
 - Following a Heritage employer breakfast event in February a recruitment event has been held in partnership with Hartlepool College of Further Education. This was to inform young people of the opportunities in the sector and assess suitable applicants.
 - Four young Hartlepool residents are starting Heritage traineeships on 30 June 2014 with Heritage Craft Alliance. All 4 have apprenticeships with employers in Tees Valley and recruitment of young people continues. The group met with Heritage Lottery Fund in May following positive feedback from an initial proposal and therefore we have been invited to develop a first stage bid.

5.4 **Update on Tees Valley Jobs & Skills Investment Scheme**

- This programme was announced in July 2013 with an RGF allocation of £7million to create 700 jobs across the Tees Valley. The aim of the scheme is to deliver a programme which will create 700 jobs within the Tees Valley, largely through wage subsidies to business. This will also lever in at least £11.7m from private sector investment through an overall fund of £7 million. Hartlepool has achieved 95 new jobs representing 19.8% of all jobs created to date in the Tees Valley and for pipeline projects Hartlepool has a projected 87 new jobs representing a 25.6% share of the estimated new jobs.

5.5 **FamilyWise**

- The project has continued to source referrals from a range of agencies including Jobcentre Plus, Think Families, Think Communities and Adult Services. A specialist routeway has also been established for clients with mental health problems and learning difficulties to receive intensive support through the project. Currently, 377 unemployed people have registered onto the project.
- To date, Wise Group has submitted a total of 100 claims for sustained in employment for 6 months payments across the whole North East area

with 40 of those from Hartlepool Borough Council which makes the Council the best performing subcontractor.

- Family Wise client Paul Whitlock won the European Social Fund Individual Award by setting up his own comic book publishing house through the help offered to him through this programme.

5.6 **Youth Engagement and Support (YES) Project**

- To date, twenty seven young people aged 14 to 19 years old have started on the project with six already progressing into employment. One of the clients, has successfully started an apprenticeship with Seaton Carew Golf Club as a Trainee Greenkeeper. He was given one to one intensive support from a dedicated worker including mentoring, employability skills and jobsearch. He will now study on-site to gain his NVQ in Horticulture from Myerscough College.

5.7 **Youth Contract**

- To date, fifteen clients have started on the project with four progressing into employment and a further three moving onto further training. The project is working in partnership with Total Training to offer 24 traineeships in plastering, plant operations and bricklaying for young people aged 16 to 18 years old. The opportunities will be for twelve weeks and are due to start in July 2014 with project staff offering additional employability support. There is also a range of employers who will offer potential apprenticeships for clients who complete the course.

5.8 **Youth Guarantee**

- The Youth Guarantee Programme aims to support 200 Year 11 pupils to receive 30 hours additional mentoring to ensure that all of the young people progress into education, employment or training by September 2014. The six secondary schools are delivering the programme and they have started 241 young people who are all receiving intensive mentoring support. There are also discussions with Hartlepool College of Further Education to provide a summer programme to support pupils through July and August 2014 when schools are closed.

5.9 **Hart Gables**

- The Council has provided significant support to Hart Gables and over the past few months has developed a large scale BIG Lottery bid to provide support to the LGBT Community. In addition, the Council is working closely with Hart Gables Committee to develop a long term Tees Valley LGBT Strategy and assist with the implementation of a Tees Valley Steering Group to drive forward this emerging strategy.

5.10 **Rifty Youth Centre**

- The Rifty Youth Project operates from the Rift House Community Building and engages with children and young people aged between eight and eighteen years old on a voluntary basis. The project is open on Tuesday

and Friday evenings with between 50 and 100 children and young people attending. Hartlepool Borough Council's Economic Regeneration Team in partnership with the Community Regeneration Team is supporting the organisation. A development day was held at the end of June with all of the volunteers to discuss the current offer, long term goals, training needs and funding requirements. Following this meeting a number of external funding applications are being written to provide capacity building support, increase the activities delivered by the service and improve the quality of the provision.

5.11 **Hartlepool Carnival**

- The Council has been working closely with Hartlepool Carnival Committee to provide this established and dedicated group with an offer of additional support. Real interest has been shown by Carnival members and the Council to organise a joint meeting with key partners to explore how groups can work collaboratively to expand and enhance the tourism offer in Headland Hartlepool. A meeting is being arranged in July 2014 and groups to be invited include a number of local organisations such as Hartlepool Carnival Committee, Headland Local History Group, Folk Festival Committee, Beer Festival Representatives, the Parish Council, St. Hilds Church and other attractions on the Headland such as the Heugh Gun Battery Museum have raised interest as well as relevant council representatives.

5.12 **Tees Valley Workforce Skills Project**

- The project is delivering training to 125 companies in Hartlepool alone, which equates to approximately 1,300 individual staff members.
- The most commonly provided training modules in Hartlepool are Food Hygiene, First Aid and Health and Safety, making up 75% of all training requests from employers.
- The Business Co-ordinator recently gave a presentation to eighteen organisations from the Voluntary and Community sector. This raised awareness of the project and increased uptake with five of the organisations signing up for training.
- The project is also working with a Health and Social Care provider who is interested in the redevelopment of the Havelock site including a new Centre for Independent Living as well as a range of supported accommodation. This will create up to 150 jobs in Hartlepool with all of the new staff being provided with training from the TVWS and assistance with recruitment from HWS.

5.13 **Fair Chance Fund:** The Council is in discussions with DISC in relation to the Fair Chance Fund. This programme expects to move at least 2,500 homeless, young people not in education, employment or training into sustainable accommodation and at least 1,000 of those into sustained employment, education or training over 36 months - from January 2015 to December 2017. The programme has funding of £470 million from the Department for Communities and Local Government and the Cabinet Office

for the development of innovative approaches to tackling the issue. The deadline for first round expressions of interest was 22nd April 2014 with DISC submitting a successful application for Hartlepool, Stockton and Middlesbrough. Further discussions are ongoing in terms of future work.

- The outturn performance indicators for 2013/14 were not available for the previous quarterly update and therefore are being reported now;

• Residents into Training	605
• Residents into employment	166
• External Funding Defrayed	£417,093

- 5.14 The first quarter performance outturn for 2014/15 is not available at the date of compiling this report and will be reported within the next quarterly update report.

6. LEGAL AND FINANCIAL IMPLICATIONS

- 6.1 There are no specific legal or financial implications for the purposes of this report.

7. IMPACT ON CHILD / FAMILY POVERTY

- 7.1 Being economically active is an accepted way of helping to alleviate child poverty and all the services of the Economic Regeneration Team are targeted at achieving economic growth and participation. In addition the service seeks to support value added businesses where, in general terms skills levels are higher and consequently wage levels are also correspondingly higher, providing better standards of living.

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

- 8.1 A range of activities support crime reduction measures. The business community is assisted with crime reduction measures including the BIDS at Longhill and Sandgate Industrial Estates. In addition, assisting residents to become economically active is an established method of assisting in the reduction of crime.

9. EQUALITY AND DIVERSITY CONSIDERATIONS

- 9.1 The service provides universal access for all, but also targets specific groups that have multiple barriers to achieving economic participation and often have multiple barriers to progressing into education, training, employment and enterprise.

REGENERATION SERVICES COMMITTEE

14th August 2014



Report of: Assistant Director (Regeneration)

Subject: QUARTERLY UPDATE REPORT FOR PLANNING
SERVICES APRIL – JUNE 2014

1. TYPE OF DECISION/APPLICABLE CATEGORY

1.1 This report is for information.

2. PURPOSE OF REPORT

2.1 To update the Regeneration Services Committee on performance and progress across the key areas of Planning Services for the first quarter of 2014.

3. BACKGROUND

3.1 The Planning Service consists of four discrete teams: Development Control, Planning Policy, Landscape Planning and Conservation and Tees Archaeology.

3.2 The Development Control Team focuses on assessing proposals for new development and their impact on their surroundings, particularly in the form of planning applications. The service encourages the use of an advisory service (One Stop Shop) to enable proposals to be considered informally before applications are submitted, helping to improve the quality of development where appropriate. The section is also responsible for monitoring development and, where necessary, implementing enforcement action against unauthorised development, including derelict and untidy buildings and land.

3.3 Planning Policy is responsible for spatial planning policy and sustainable development policy, this includes the preparation, monitoring and review of the statutory Local Development Framework including the Local Plan, which will establish the overarching planning policy framework for the Borough and will eventually replace the adopted Hartlepool Local Plan 2006. The section also provides policy advice in relation to planning applications and guidance on

development activities, including the preparation of development briefs.

- 3.4 Landscape Planning and Conservation provides professional and technical expertise aimed at the conservation, protection and enhancement of the natural and built environment of Hartlepool. This team provides arboricultural and ecology advice and carries out ecology surveys and the inspection and review of Hartlepool's protected tree stock, including the making of Tree Preservation Orders, the processing of High Hedge applications and the surveying of Council owned trees. The section also has wider roles across the Council this includes ensuring that the authority complies with statutory duties such as the Habitats Directive, Wildlife & Countryside Act and NERC (Natural Environment and Rural Communities) Act. The team has recently launched a limited number of financial grants which are available to help property owners repair and restore pre 1919 residential properties in the 8 Conservation Areas. Grants will be considered for up to 50% of the eligible work up to a maximum of £5,000 in any one year.
- 3.5 Tees Archaeology is a shared service between Hartlepool and Stockton Borough Councils based in Sir William Gray House. The section provides the Local Planning Authorities and other relevant organisations with advice on the archaeological implications of planning proposals and maintains and updates a Heritage Environment Record (HER). Government policy requires authorities to hold a record of heritage assets, archaeological and historical sites and other information such as excavations, found objects and documentary sources within its area. It is also involved in a wide range of projects both in Hartlepool, Stockton and the wider region.

4. DEVELOPMENT CONTROL

- 4.1 This quarter 96% of planning applications were approved. This demonstrates the proactive, pro-development nature of the planning service. The applications approved include a reserved matters application for a retail development of some 1230 square metres at Teesbay Retail Park (H/2013/0614), the Ice Dome leisure development at Seaton Carew (H/2013/0435), and housing development at Elizabeth Way Seaton Carew (H/2013/0128). The latter developments will support the further regeneration of Seaton Carew.
- 4.2 In terms of major applications (such as minerals and waste developments, residential developments over 10 dwellings, the creation of floorspace over 1,000 square metres or sites over 1 hectare) which have been received, 100% were determined within the required target date (13 weeks or longer with the applicant's consent). This is well above the national target of 60%.

- 4.3 In terms of minor planning applications (such as residential developments up to 9 dwellings, the creation of floor space less than 1,000 square metres or sites less than 1 hectare) for the quarter, 89% were determined within the 8 week target or longer with the applicants consent. Again well above the national target of 65%.
- 4.4 With regard to other planning applications (such as change of use, householder development, advertisements, notifications etc) for the quarter, 95% were determined within the 8 week target date. Again well above the national target of 80%.
- 4.5 One planning appeal was received during this quarter. Three appeals were determined this quarter. Of the appeals determined two out of three were dismissed, giving a success rate of 66%.
- 4.6 The applications received this quarter have generated a fee income of £176,942 this equates to approximately 18% of the total gross running costs and 47% of the net running costs of the Service.
- 4.7 This quarter 128 informal enquiries (pre-application advice in the form of the 'One Stop Shop') have been received generating a fee income of £5279.70.
- 4.8 Planning Services receives complaints regarding potential planning breaches which are then investigated by the Council's Planning Enforcement Officer and 52 complaints were received this quarter (see **Appendix 1**). A single beach of condition notices was served.

5. PLANNING POLICY

- 5.1 The first stage of the Local Plan, the Issues and Options Document was reported to the Regeneration Committee and permission to undertake an eight week public consultation was endorsed on the 8th May 2014.
- 5.2 A launch event took place at the Historic Quay and was attended by in excess 100 people, who included members, landowners, national and local developers, planning consultants and architects, major local employers, planners from other local authorities, chairs of the parish councillors, residents groups, environmental groups, the youth parliament and other public organisations such as health and the police.
- 5.3 Following the launch further consultation events were held by request and these have included with the following, the Chamber of Commerce, Elwick and Greatham Parish Councils, Hartlepool Health Watch, The Durham Heritage Coast, the Youth Parliament, the Civic Society and The Park and Fens residents groups.

- 5.4 The consultation is due to end on July 18th 2014. All the feedback will be used to inform the Preferred Options Document. The Preferred Options Document, which is currently timetabled to be produced by January 2015, will effectively be the first draft of the actual Local plan with proposed allocations and strategic policies.
- 5.5 The main evidence base documents that underpin the Local Plan include, the Strategic Land Availability Assessment (SHLAA), Employment Land Review (ELR), The Open Space Assessment and Gypsy and Traveller Accommodation Assessment (GTAA). Other subsequent evidence base work will be carried out once these have been completed covering such issues as flood risk, retail and Infrastructure.
- 5.6 The SHLAA has progressed well. All site visits were completed and the 116 initial assessments were sent to the consultees. This information was collated in a database and was used for the developer workshop which was held at the end of June. Officers are now using the information from the workshop to update the SHLAA. The SHLAA is timetabled for completion in September/October 2014
- 5.7 For the ELR small and major businesses and land owners have been consulted Out of 170 letters sent out to small businesses, 87 responses were received and this works out to 51.2% and this is a very good response rate. Face to face meetings with 16 major businesses in the town are on schedule to be completed in early July.
- 5.8 Employment site visits were done in mid June and these are yet to be analysed and incorporated into the ELR report. The initial economic forecast results up to the year 2030 using an economic scenario forecast model developed by Oxford are now available. The model used variants such as the GVA, population, employment and jobs by economic sector; migration etc. The model also shows comparative results at regional level and national level. The Oxford economic forecast model results will be analysed and incorporated into the final ELR report.
- 5.9 The ELR Draft report is scheduled to be complete by end of August
- 5.10 The Council has appointed private consultants to assess the need and demand for Gypsy and Traveller provision. The assessment will identify if there is a current need for an allocated Gypsy site in the Borough and will also illustrate a future need for additional pitches over the next 15 years. The evidence contained in the assessment will be used to guide the preparation of the new Local Plan.
- 5.11 The consultants are expected to report findings in July 2014.

- 5.12 For the Open Space Assessment the work is progressing well and all site surveys are now completed. Mapping is ongoing to map all sites as precisely as possible; this will enable the size of all sites to be calculated which is important in determining the standards to be set for the different typologies. There was an excellent response to the household survey with slightly over 1100 returned and at the last count approximately 350 school children had filled in an online survey sent to the schools. It is hoped a draft report can be produced for the end of July.
- 5.13 The policy team has been heavily involved in processing of major planning applications. This is primarily regarding providing professional advice to seek and negotiate developer contributions which subsequently involves viability testing, examples include applications at Wynyard Woods and Tunstall Farm.
- 5.14 A regular quarterly monitoring update will be reported on the Local Development Orders (LDO's) for Enterprise Zones as per the monitoring framework agreed as part of the LDOs. There has been one new businesses locating to the Enterprise zones in this quarter and this C & A Pumps who have taken up premises at Queens Meadow business park.

6. LANDSCAPE PLANNING AND CONSERVATION

- 6.1 Consultancy work has continued steadily with the Ecologist carrying out Great Crested Newt surveys for Stockton Borough Council and bat surveys for Thirteen Group. These along with other projects have generated approximately £3,000 income in this quarter. In addition a water vole survey of the borough has been carried out as part of a Local Nature Partnership initiative but also to inform Local Site designation. A main focus has been on planning policy work, including open spaces assessments, advising the rural plan and developing a policy on ecological networks. Work has also commenced on a report to inform the Habitats Regulations Assessment of the emerging Local Plan
- 6.2 Arboricultural Officers continue to survey publicly owned trees in various locations within the town. This quarter areas included Ward Jackson Park, and trees within the town centre and Marina area. These inspections are carried out on a cyclical basis with trees examined to identify any risks they may pose to the public or signs of obvious defects which can then in turn be reported to enable appropriate remedial action to take place.
- 6.3 Conservation projects have included consultation work on the Local List of Heritage Assets inviting nominations of properties, structures and land that are associated with the military and their activities to commemorate the centenary of the beginning of World War One.

Working continues with the Economic Development Section, Hartlepool College and neighbouring authorities to develop an apprenticeship programme focused on Heritage Skills. Whilst the first stage of the project has been confirmed, investigation work is now taking place to source funding to support work on historic buildings by the apprentices for the second part of the project including potential buildings that could be part of the project in Hartlepool.

- 6.4 Alongside this work the team has provided specialist advice and guidance on 44 planning applications in the quarter of this year and processed numerous applications covering works to trees, listed building consent and work to properties in conservation areas.

7. TEES ARCHAEOLOGY

- 7.1 Tees Archaeology was the subject of an Internal Audit at the beginning of 2014. This looked in particular at the partnership arrangement with Stockton Borough Council. The final report concluded that; *'Reasonable Assurance can be provided that the risks identified are well controlled'*. The report did however recommend that a 'Service Level Agreement' be concluded with the partners and that the service should produce a medium term financial strategy. Stockton Borough Council has agreed in principle to a Service Level Agreement and work is progressing on this, while the financial strategy is to be completed by the end of September 2014
- 7.2 Tees Archaeology has been working with Hartlepool Borough Council Youth Service on a Heritage Lottery funded Young Roots project to explore the archaeology of the First World War in the area. This project comprised four workshops and included visits to the Heugh Gun Battery, the recording of buildings in Hartlepool associated with the First World War and the recording of First World War military graves in Stranton cemetery.
- 7.3 North Yorkshire County Council has asked for an extension to the secondment of the Archaeologist (Planning) to their heritage service in order to provide maternity cover. The current two days a week arrangement will now continue to the end of October instead of finishing at the end of July.

8. EQUALITY AND DIVERSITY CONSIDERATIONS

- 8.1 There are no equality or diversity implications.

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

9.1 There are no Section 17 Implications.

10. RECOMMENDATIONS

10.1 That the Regeneration Services Committee notes the content of the report and the progress made across key areas of the Planning Services Team.

11. BACKGROUND PAPERS

11.1 There are no background papers.

12. CONTACT OFFICER

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Breaches of Planning Control Notified Between 1 April 2014 to 30 June 2014

COMPLAINT REF.	DATE LPA REGISTERED THE BREACH	LOCATION	NATURE OF THE CASE
CMP/2014/00042	7 April 2014	Worset Lane	Erection of high side flank close boarded fence sitting on top of existing low boundary wall.
CMP/2014/00043	7 April 2014	Stockton Road	Erection of wall between two properties to the front
CMP/2014/00044	7 April 2014	Bilsdale Road	Erection of outbuildings in the rear garden
CMP/2014/00045	7 April 2014	Complaint Records	Management of waste sites saved emails
CMP/2014/00046	8 April 2014	High Street, Greatham	Marquee erected in car park for wedding fair
CMP/2014/00047	9 April 2014	Lawson Road	Alterations to driveway
CMP/2014/00048	9 April 2014	Sandringham Road	Erection of rear extension
CMP/2014/00049	9 April 2014	Oxford Street	Erection of rear extension
CMP/2014/00050	11 April 2014	Tees Road	Change of use from residential to office use
CMP/2014/00051	11 April 2014	Rectory WaY	Fixing fence panels in the rear garden
CMP/2014/00052	14 April 2014	Burbank Street	Untidy undeveloped site
CMP/2014/00053	14 April 2014	Ivanhoe Crescent	Erection of a rear boundary wall
CMP/2014/00054	23 April 2014	Ashgrove Avenue	Change of use from residential to flats
CMP/2014/00055	23 April 2014	Ashwood Close	Parking of a caravan on the driveway
CMP/2014/00056	24 April 2014	Brenda Road	Displaying advertising boards on land owned by the Council
CMP/2014/00057	25 April 2014	Ventnor Avenue	Outbuilding not built in accordance with approved plan
CMP/2014/00058	25 April 2014	Stockton Road	Replacement dwellinghouse under construction not in accordance with approved plans
CMP/2014/00059	28 April 2014	Purvis Place	Erection of pigeon loft in the rear garden
CMP/2014/00060	1 May 2014	The Front	Amusements/attractions placed on land owned by the Council not operating to a condition linked to the planning approval
CMP/2014/00061	2 May 2014	Whin Meadows	Running a car repair business from home
CMP/2014/00062	7 May 2014	Dalton Piercy Road	Ground works carried out on private land
CMP/2014/00063	12 May 2014	South Crescent	Change of use of a residential property to create two residential units

Breaches of Planning Control Notified Between 1 April 2014 to 30 June 2014

COMPLAINT REF.	DATE LPA REGISTERED THE BREACH	LOCATION	NATURE OF THE CASE
CMP/2014/00064	12 May 2014	Chichester Close	Change of use from residential to drop in centre
CMP/2014/00065	13 May 2014	Park Avenue	Advertisement banners fixed to highway railings in the town
CMP/2014/00066	13 May 2014	Mowbray Road	Placing of tables and chairs on the forecourt
CMP/2014/00067	21 May 2014	Thirlmere Street	Advertisement banners fixed to highway railings in the town
CMP/2914/00068	30 May 2014	Burbank Street	Change of a use from residential property to two self contained flats
CMP/2914/00069	1 June 2014	Bodmin Grove	Untidy residential garden
CMP/2914/00070	6 June 2014	Marshall Grove	Fixing of an advertisement banner on a residential boundary fence
CMP/2914/00071	6 June 2014	King Oswy Drive	Erection of a shed in the rear garden
CMP/2914/00072	9 June 2014	Lithgo Close	Fence gate added to the rear boundary fence
CMP/2914/00073	11 June 2014	Stockton Road	Change of use waiting room to convenience store and siting of steel container
CMP/2914/00074	11 June 2014	York Road	Change of use from doctors surgery to shop
CMP/2914/00075	11 June 2014	Tunstall Gove	Demolition of existing detached garage and erection of replacement garage
CMP/2914/00076	11 June 2014	Park Road	Use of student accommodation as a boarding house
CMP/2914/00077	12 June 2014	Viola Close	Barbed wire fixed to an existing wooden fence on developers land
CMP/2914/00078	13 June 2014	Harvester Close	Erection of low boundary fence to the front on an open plan estate
CMP/2914/00079	13 June 2014	Navigation Point	Tables and chairs placed on disabled parking bays
CMP/2914/00080	13 June 2014	Caistor Drive	Laying of paving on driveway
CMP/2914/00081	13 June 2014	Tweed Walk	Cars parked in connection with a business in communal parking bays
CMP/2914/00082	16 June 2014	Mainsforth Terrace	Fly tipping
CMP/2914/00083	16 June 2014	Haswell Avenue	Company advertisement banner fixed to residential boundary fence

7.5 APPENDIX 1

Breaches of Planning Control Notified Between 1 April 2014 to 30 June 2014

COMPLAINT REF.	DATE LPA REGISTERED THE BREACH	LOCATION	NATURE OF THE CASE
CMP/2914/00084	20 June 2014	Mainsforth Terrace	Erection of two brick buildings
CMP/2914/00085	18 June 2014	Four Winds Court	Erection of sheds and a conservatory
CMP/2914/00086	20 June 2014	Albion Terrace	Holding a bric-a-brac sale in the front garden
CMP/2914/00087	24 June 2014	Stockton Road	Unsecured and untidy vacant members club
CMP/2914/00088	25 June 2014	Hart Lane	Erection of wooden children's play structures
CMP/2914/00089	25 June 2014	Mainsforth Terrace	Unauthorised site for advertising and erection of a hoarding

REGENERATION SERVICES COMMITTEE

14th August, 2014



Report of: Director of Regeneration and Neighbourhoods, Director of Public Health, and Chief Finance Officer

Subject: STRATEGIC FINANCIAL MANAGEMENT REPORT – AS AT 31ST JUNE, 2014

1. TYPE OF DECISION/APPLICABLE CATEGORY

For Information.

2. PURPOSE OF REPORT

- 2.1 The purpose of the report is to inform Members of the 2014/15 Forecast General Fund Outturn, 2014/15 Capital Programme Monitoring and provide details for the specific budget areas that this Committee is responsible for.

3. BACKGROUND AND REPORTING ARRANGEMENTS 2014/15

- 3.1 The availability and reporting of accurate and up to date financial information will become increasingly important as future budget cuts are implemented and one-off resources are used up.
- 3.2 The Finance and Policy Committee will continue to receive regular reports which will provide a comprehensive analysis of departmental and corporate forecast outturns, including an explanation of the significant budget variances. This will enable the Finance and Policy Committee to approve a strategy for addressing the financial issues and challenges facing the Council.
- 3.3 To enable a wider number of Members to understand the financial position of the Council and their service specific areas each Policy Committee will receive a separate reports providing:
- A brief summary of the overall financial position of the Council as reported to the Finance and Policy Committee;
 - The specific budget areas for their Committee; and
 - The total departmental budget where this is split across more than one Committee. This information will ensure Members can see the whole position for the departmental budget.

3.4 Summary of Overall Financial Position

- 3.5 The first report will be submitted to the Finance and Policy Committee on 18th August and owing to the timing of meetings, the detail for your committee has been reported before this date. The report will advise Members that there will be an overall underspend in the current year. This position reflects action taken by the Corporate Management Team to achieve underspends to help address the significant financial challenges facing the Council over the next few years and to fund one-off commitments not provided for in the approved 2014/15 budget as these items were not known at the time.
- 3.6 The Corporate Management Team will seek to achieve budget underspends through a combination of robust management actions, including;
- holding posts vacant, which will help reduce the number of compulsory redundancies required to balance the 2015/16 budget;
 - achieving planned 2015/16 savings earlier;
 - careful management of budgets to avoid expenditure where this does not have an adverse impact on services; and
 - taking advantage of current interest rates structures.
- 3.7 The report on the position at 30th June 2014 will advise Members that there is currently a net forecast uncommitted budget underspend at the year-end of between £0.547m and £0.662m. These forecasts will be reviewed as the year progresses, particularly in relation to demand led and seasonal budgets.
- 3.8 The June 2014 Medium Term Financial Strategy (MTFS) report emphasised the continued importance of having a multi-year financial strategy owing to the impact of continuing grant cuts and financial risks. On this basis the Finance and Policy Committee approved the Corporate Management Team recommendation that any uncommitted resources achieved from the 2014/15 outturn and / or review of reserves should be allocated to address the following priorities to protect the Council's medium term financial position:
- To fund potential one-off protection costs arising from achieving permanent savings from the Terms and Conditions review, which would enable the full saving to be taken within the 2015/16 budget;
 - To continue the use of one-off resources to support the budget and protect services beyond 2016/17 when the existing one-off funding of £1.648m will run out.
- 3.9 The report to the Finance and Policy Committee recommends that the position on the forecast outturn and the above financial commitments is reviewed as part of the 2015/16 MTFS update in October.

4. 2014/15 FORECAST GENERAL FUND OUTTURN – Regeneration Services Committee

- 4.1 The Regeneration Services Committee has responsibility for services managed by the Director of Regeneration and Neighbourhoods and the Director of Public Health. Budgets are managed at a Departmental level and therefore a summary of the Departmental position for both Directors areas of responsibility are provided below. The tables set out the overall budget position for each Department broken down by Committee, together with a brief comment on the reasons for the forecast outturn.

Budgets Managed by the Director of Regeneration and Neighbourhoods

Budget	Description of Expenditure	June Projected Outturn Adverse/ (Favourable) Worst Case	June Projected Outturn Adverse/ (Favourable) Best Case	Comments
£'000		£'000	£'000	
2,576	Finance & Policy Committee	(105)	(105)	Includes a favourable variance of £80k on Logistics relating to increased external income generation. A favourable variance on NEPO rebates is expected of £25k and it is proposed to create a reserve to fund potential volatility in this area owing to changes in the volume of goods purchased via NEPO contracts in future years.
3,762	Regeneration Committee - Core Services	(5)	(20)	
0	Regeneration Committee - Social Housing	(240)	(240)	Favourable variance of £240k relates to the planned contribution to the Major Repairs Reserve on Social Housing as identified in the business case.
15,606	Neighbourhoods Committee	(105)	(105)	Adverse variance on Car Parking running costs £85k relating to rates and shopping centre service charges. Favourable variance of £65k on Passenger Transport relating to an underspend on demand led services and a surplus on the Trading activities. Favourable variance of £125k relating S38 income which reflects an underspend in previous years on costs associated with Developments for schemes completed.
21,944	Total Regeneration & Neighbourhoods	(455)	(470)	
Creation of Reserves				
0	Social Housing - Creation of Reserve	240	240	Contribution to the Major Repairs Fund in line with the approved business model for the Empty Homes Project.
0	CCTV Relocation Reserve	190	190	One-off funding required to fund the relocation of the CCTV service following the closure of Greenbank as per the F&P Report 18.8.14.
0	NEPO Rebates Reserve	25	25	Reserve created to manage the risk that income from NEPO rebates will reduce in future years following the introduction of a new recharge methodology.
0	Creation of Reserves Total	455	455	
21,944	Total Regeneration & Neighbourhood - Net of Reserves	0	(15)	

Budgets Managed by the Director of Public Health

Budget	Description of Expenditure	June Projected Outturn Adverse/ (Favourable) Worst Case	June Projected Outturn Adverse/ (Favourable) Best Case	Comments
£'000		£'000	£'000	
613	Finance & Policy Committee	(548)	(725)	The expected favourable variance is a result of a proposed increase on the school nursing contract not expected to come into fruition and reduced placements within substance misuse. Substance misuse supports vulnerable individuals and it is difficult to accurately forecast placement costs. The range highlighted reflects this. Also included within this favourable variance is a contingency amount £345k set aside to fund any potential outbreak of communicable disease. Should this be required the corresponding contribution to reserves below would be reduced.
				The Public Health Grant is ring-fenced and any underspend is to be reserved in line with the grant conditions. A corresponding creation of reserve is detailed below.
575	Regeneration Committee	98	98	The expected adverse variance relates to income pressures at the Borough Hall and Outdoor Markets as previously reported to Members.
1,188	Total Public Health	(450)	(627)	
0	Public Health Ringfenced Grant	105	105	The Public Health Grant is ringfenced and any underspend is to be moved to reserves in line with the grant conditions for repayment or use as initially intended.
0	Creation of Reserves Total	105	105	
1,188	Total Public Health - Net of Reserves	(345)	(522)	

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

5. CREATION OF DEPARTMENTAL RESERVES

5.1 The outturn projections detailed in the previous section reflects the ongoing assessment of financial risks and/or one-off expenditure commitments and the recommendation that specific reserves are created to manage these issues. This approach will protect the Council's medium term financial position and avoid having to make higher in-year budget cuts when these issues need to be funded.

5.2 Appendix A provides details of the reserves which it is recommended are created for this Committee, and in broad terms these cover the following issues:

- Reserves to fund the phasing of income and expenditure between financial years; or
- Reserves to meet unavoidable one-off financial commitments

6. CAPITAL MONITORING 2013/14

6.1 The 2014/15 MTFS set out planned capital expenditure for the period 2014/15 to 2016/17.

6.2 Expenditure against budget to the 30th June, 2014 for this Committee can be summarised in the following table and further details are provided in **Appendix B**.

Department	2014/15 Budget £'000	2014/15 Actual to 30/06/14 £'000	2014/15 Remaining Expenditure £'000	2014/15 Re-phased Expenditure £'000	2014/15 Variance from Budget Adverse/ (Favourable) £'000
Regeneration and Neighbourhoods	5,874	344	5,218	312	0
Public Health	137	0	137	0	0
Total	6,011	344	5,355	312	0

7. RECOMMENDATIONS

7.1 It is recommended that Members:-

- (i) note the report.

8. REASONS FOR RECOMMENDATIONS

8.1 To update the Members on the Committees forecast 2014/15 General Fund Revenue budget outturn and provide an update on the Capital Programme for 2014/15.

9. BACKGROUND PAPERS

Medium Term Financial Strategy Report referred to Finance and Policy Committee 4th February, 2014.

Quarter 1 Strategic Financial Management Report 18th August, 2014

10. CONTACT OFFICERS

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10. CONTRIBUTION TO OTHER COUNCIL PROJECTS AND PERFORMANCE INDICATORS

10.1 This funding will benefit other Council business and employment initiatives and will also support a broad range of key Council partners including the voluntary and community sector. The project will positively contribute to the following indicators;

- Business start up rates;
- Business survival rates;
- Numbers of jobs created;
- Improving the Overall Employment Rate;
- Improving the Overall Youth Employment Rate;
- Reducing the Youth Unemployment Rate, and;
- Reducing the number of young people who are not in education, employment or training (NEET).

11. RECOMMENDATIONS

11.1 That Members note the contents of this report and that further update reports will be submitted to this Committee.

12. BACKGROUND PAPERS

12.1 destinationhartlepool.com

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