

# **REGENERATION SERVICES COMMITTEE**

## **MINUTES AND DECISION RECORD**

12 MARCH 2015

The meeting commenced at 9.30 am in the Civic Centre, Hartlepool

**Present:**

Councillor Robbie Payne (In the Chair).

Councillors: Stephen Akers-Belcher, Rob Cook, Kevin Cranney, Keith Dawkins, and Dr Ray Morris.

Officers: Damien Wilson, Assistant Director, Regeneration  
Antony Steinberg, Economic Regeneration Manager  
Nigel Johnson, Head of Housing  
David Worthington, Head of Culture and Information  
Patrick Wilson, Employment Development Officer  
Rob Smith, Principal Regeneration Officer  
Lynda Igoe, Principal Housing Advice Officer  
David Cosgrove, Democratic Services Team

### **116. Apologies for Absence**

None.

### **117. Declarations of Interest**

None.

### **118. Minutes of the meeting held on 12 February 2015**

Confirmed.

### **119. Seaton Carew Masterplan Supplementary Planning Document** *(Assistant Director, Regeneration)*

**Type of decision**

Budget and Policy Framework.

**Purpose of report**

The purpose of the report was to seek approval from the Committee to hold

a public consultation on the draft Seaton Carew Masterplan Supplementary Planning Document (SPD).

**Issue(s) for consideration by the Committee**

The Senior Regeneration Officer reported that the purpose of the Seaton Carew Masterplan (SPD) was to support the policies of the Hartlepool Local Plan and to provide further more detailed guidance setting out the parameters of the development principles to achieve the most appropriate form of development to regenerate the resort. The draft Seaton Carew Masterplan SPD was submitted as an appendix to the report and would be subject to a formal eight-week public consultation period it was anticipated that this would commence this month. Following the consultation the draft SPD would be revised before being presented to the Regeneration Services Committee and then to full Council for adoption.

Members questioned carrying out the consultation exercise during the purdah period prior to the election. The Senior Regeneration Officer reported that legal advice had been taken on this issue and the Chief Solicitor had advised that the consultation could proceed.

**Decision**

That approval be given to the proposed public consultation on the draft Seaton Carew Masterplan Supplementary Planning Document.

**120. Strategic Housing Market Assessment 2015** (*Assistant Director, Regeneration*)

**Type of decision**

Budget and Policy Framework.

**Purpose of report**

The purpose of the report was to seek Members endorsement of the 2015 Strategic Housing Market Assessment (SHMA) which was a crucial piece of evidence base to inform the development of a new Local Plan for Hartlepool. It would also be used to inform a new Housing Strategy for Hartlepool. The SHMA assessed the housing need and affordable housing need over the next 15 years.

**Issue(s) for consideration by the Committee**

The Assistant Director, Regeneration indicated that following discussion with the Chair, the Committee was asked to defer consideration of the report at this point in the meeting. The Chair stated that at the conclusion of the agenda, the meeting would stand adjourned to reconvene on Thursday 19 March 2015 at 9.00 am to consider the 2015 Strategic Housing Market Assessment (SHMA).

**Decision**

That consideration of the 2015 Strategic Housing Market Assessment (SHMA) be deferred.

**121. Neighbourhood Planning (Hartlepool Rural Neighbourhood Plan 2015 – 2030)** *(Assistant Director, Neighbourhoods)*

**Type of decision**

Key Decision (test ii). Forward Plan Reference No. RN 11/15.

**Purpose of report**

To update the Committee on the current position of Neighbourhood Planning in Hartlepool. To consider the first draft of the Rural Neighbourhood Plan in line with the Council's statutory responsibility under the Localism Act 2011 to determine the conformity of Neighbourhood Plans with the Local Plan and National Planning Policy Framework.

**Issue(s) for consideration by the Committee**

The Assistant Director, Regeneration reported that Neighbourhood Planning was introduced under the Localism Act 2011. It was intended to give local people greater ownership of plans and policies that affect their local area, and to provide communities with the opportunity to develop a community-led framework for guiding the future development, regeneration and conservation of an area.

Once adopted a Neighbourhood Plan would become part of the formal planning process and must be in general conformity with national planning policy (National Planning Policy Framework) and the Local Authority's Development Plan (currently the Hartlepool Local Plan 2006, which will be superseded by the Hartlepool Local Plan post adoption, now anticipated in 2015).

There were currently three Neighbourhood Plans being developed in Hartlepool, these were:

- Hartlepool Rural Plan
- The Headland Neighbourhood Plan
- Wynyard Neighbourhood Plan

Updates on the progress made to date on each of the Neighbourhood Plans were detailed in the report and briefly outlined to the meeting.

**Decision**

1. That the progress in relation to Neighbourhood Planning in Hartlepool to-date be noted.
2. That the first draft of the Rural Neighbourhood Plan be received as being in general conformity with national planning policy (National Planning Policy Framework) and the Local Authority's Development Plan (currently the Hartlepool Local Plan 2006, which will be superseded by the Hartlepool Local Plan post adoption).

## **122. Promoting Change, Transforming Lives Project** (Assistant Director, Regeneration)

### **Type of decision**

For information only.

### **Purpose of report**

The purpose of the report was to inform members of the progress of the Council's Big Lottery Fund application on behalf of the Waverley Allotment Group for the Promoting Change, Transforming Lives Project.

### **Issue(s) for consideration by the Committee**

The Employment Development Officer reported that the Adult Services Committee at its meeting on 5 January 2015 considered a report which informed members of a funding application which was sent by the Council in December 2014 to Big Lottery Fund's Reaching Communities Programme on behalf of the Waverley Allotment Group (WAG) to develop the Promoting Change, Transforming Lives Project.

The aim of the Promoting Change, Transforming Lives Project was to transform the Waverley Allotment Site into a sustainable community enterprise to support adults with a physical disability, learning difficulty, autism and/or mental health problem. The Council would be the Accountable Body for the project on behalf of the WAG.

The overall project cost is £475,000 with £400,000 requested from the Big Lottery and £75,000 in-kind staffing contribution from the Council.

On Monday 9 February 2015, the Council was notified by the Big Lottery Fund that it had been successful with its Stage One application and was invited to submit a Stage Two (final stage) application. The Stage Two application sought in-depth information around the development, delivery, management and evaluation of the programme.

This potential project would support vulnerable groups of people, regardless of their background, to achieve their career aspirational goals. The Employment Link Team was already successful in assisting people from these vulnerable groups into employment with a success rate of around 17% which was twice the regional standard.

Members questioned when the final decision would be expected on the bid. The Employment Development Officer stated that the closing date for the stage two bid was 13 June and a final decision was anticipated four months after the closing date.

Members asked how the money would be managed as the group was independent from the council. The Employment Development Officer stated that the Council would act as responsible body. The group had approached the Council seeking assistance in preparing the bid; they did

not have the infrastructure or experience to prepare such a bid. The posts outlined would be advertised within the authority initially and the posts 'hosted' within the Economic Development Team.

Members indicated that experiences with allotment holders in the past had not always been positive. Would all the allotment holders at Waverley Allotments be involved and where other allotment groups aware of such schemes. The Employment Development Officer stated that the consultation would involve all the allotment holders at the site. This would provide an opportunity for other allotment holders to be involved in some of the commercial aspects of the project. This proposal had specifically come from the Waverley site, though officers were visiting the other allotment sites and would make them aware of the wide range of other opportunities available to them.

The Chair welcomed the report and wished to record his thanks to the officers in the Economic Development Team for supporting the project bid and all their other work in promoting work and training opportunities in the town.

#### **Decision**

That the report be noted and that a further report be submitted once a decision had been made on the outcome of the application.

### **123. Selective Licensing Implementation** (*Assistant Director, Regeneration*)

#### **Type of decision**

For information only.

#### **Purpose of report**

To provide members with information on the implementation of the Selective Licensing designation, and other complementary activities, as approved by Members at their meeting in January 2015.

#### **Issue(s) for consideration by the Committee**

The Principal Housing Advice Officer reported that following the approval gained by Committee in January the required legal notices had been published in accordance with the prescribed guidance. The legal notification period remained in force for a minimum of 3 months before the scheme could be enforced. During this intervening period intensive work would be carried out to confirm the licensing status and ownership of all residential properties, within the designated area. A detailed implementation plan was included with the report, though it was highlighted that it was a working document subject to continuously updating.

The Selective Licensing designation would come into force from 6 July 2015 and would remain in force for 5 years, coming to an end on 30 June 2020. All potential license holders would be encouraged to make their

application for a license as soon as possible and advised that they may be eligible for a discount on the standard license fee of £600.

The report included updates for the Committee on –

- The Voluntary Landlord Scheme
- The General Register Of Landlords
- The Targeted Interventions programme.
- The Monitoring and Steering Group

Members questioned whether the operation of the scheme would mean that no other streets would be added to selective licensing until the scheme expired in five years time. The Assistant Director stated that further data was being obtained on the five streets (Waldon Street, Harrow Street, Eton Street, Mapleton Road and Belk Street) that had not been included in the selective licensing scheme but had been highlighted by residents and Members at the meetings of the Committee that discussed the proposals. Should the data collected show that these streets did qualify for a selective licensing scheme, then the position could be reviewed again. They were, however, also part of the Targeted Interventions Programme, so Members could be assured that action was being taken in those areas.

Members stated that they considered it key to ensure that residents were fully involved in the monitoring of the selective licensing scheme. Officers stated that this would be the case. Residents were involved in the Steering Group and the Joint Advisory Group (JAG). The Assistant Director also confirmed that regular dialogue was also held with the residents in the five streets in the Targeted Interventions Programme.

### **Decision**

That the report be noted.

## **124. ‘Foyer’ Accommodation** *(Assistant Director, Regeneration)*

### **Type of decision**

For information only.

### **Purpose of report**

To provide Members with information on ‘Foyer’ accommodation and support services for young people.

### **Issue(s) for consideration by the Committee**

The Principal Housing Advice Officer reported that at the August meeting of the Committee Members requested further detailed information on the concept of ‘Foyer’ accommodation and support services for young people in Hartlepool. The report set out the role of foyers in the support of young people’s housing, employment and training needs. Details of the three main ‘foyer’ models were set out together with details of the client groups, the range of services available and the funding of the schemes. The report

also gave details of the current supported housing provision specifically for young people in Hartlepool .

The Officer reported at the meeting that the Council had only very recently been made aware that DISC had withdrawn from the scheme managed by Accent Housing Association at Glamis Walk. This scheme provided ten self-contained flats and two crash pads for young people aged 18 to 35 with low level support needs and residents can stay for up to two years. It was understood that the programme had been ‘run-down’ and there were only presently two residents in the scheme being supported by individual support workers.

Members were extremely concerned at the report in relation to Glamis Walk and sought assurance that the remaining residents were being fully supported; officers gave that assurance. Members were concerned to see the scheme back up and running as soon as possible in some form or other. Members also requested that ward councillors be kept fully up-to-date. The Assistant Director indicated that officers would look to coordinating a meeting with Accent and ward councillors as soon as possible.

The Vice-Chair commented that he had requested the report on the Foyer accommodation and welcomed the report as it highlighted the projects that were in place in the town to assist young people gain appropriate accommodation. The situation at Glamis Walk was, however, concerning and the Vice-Chair requested that the report be forwarded to the Housing Partnership.

### **Decision**

1. That a meeting be arranged involving officers, representatives of Accent Housing Association and the appropriate ward councillors in relation to the supported accommodation scheme at Glamis Walk.
2. That the report be noted and forwarded to the Housing Partnership.

## **125. Illustration Festival** *(Assistant Director, Regeneration)*

### **Type of decision**

For information only.

### **Purpose of report**

The purpose of the report was to advise Members of the success of Cleveland College of Art and Design’s (CCAD) funding bid to host an Illustration Festival in Hartlepool in June in conjunction with the Culture and Information section of the Council and Seven Stories (The National Centre for Children’s Books – based in Newcastle).

### **Issue(s) for consideration by the Committee**

The Head of Culture and Information reported that a £25,000 grant from the

Arts Council would provide the bulk of the funding to enable a Festival of Illustration to take place in Hartlepool during the month of June 2015. A smaller grant from the James Knott Trust and in-kind, and cash contributions from Grand Central Trains, Hartlepool Borough Council and Seven Stories would make up the Festival funding package along with earned income.

The various elements of the month-long festival would include exhibitions in the Hartlepool Art Gallery and Central Library; an illustrator's market in Church Square; a symposium and master classes for young and aspiring artists; storytelling and drawing events in schools and libraries; and a 'Draw your Superhero' sessions in Middleton Grange Shopping Centre. Among the artists confirmed for the festival were: Ralph Steadman and Steve Bell (The Guardian); John McCrea (Marvel); Will Simpson (Game of Thrones); Alex Scheffler (The Gruffalo); Shirley Hughes and Quentin Blake. Details of the programme of events were set out in the report.

Members welcomed the report. Members asked if the festival would also include projects to encourage the 'harder to reach' children to read. The Head of Culture and Information indicated that as part of the festival the Children's Librarian would be visiting all schools in the town to encourage participation in the festival. Part of the Children's Librarian's role was to encourage reading in all groups including those deemed 'harder to reach'. Such children were also a focus of the Summer Reading Challenge each year.

The Chair commented that the Summer Reading Challenge was an excellent programme that involved hundreds of children each year. The Chair congratulated Officers on bringing the Festival of Illustration to Hartlepool.

#### **Decision**

That the report be noted.

### **126. Quarterly Housing Report October- December 2014/15** *(Assistant Director, Regeneration)*

#### **Type of decision**

For information only.

#### **Purpose of report**

To update the Committee on progress across key areas of the Housing Service relating to empty homes, enforcement activity, Selective Licensing, Disabled Facilities Grants, housing allocations, the impacts of Welfare Reform and housing advice and homelessness prevention during the third quarter of 2014/15. The report also outlined the activity ongoing with regards to Housing Management Services and review of Housing Strategies.



### **Issue(s) for consideration by the Committee**

This report provided an update on progress and benchmarking across key areas of the Housing Service during Quarter 3, 2014/15 and updated the last report presented to the Regeneration Services Committee on 20 November 2014. The report also outlined ongoing activity around the development of Housing Services.

A Member referred to the disabled facilities grants and questioned how they were prioritised as a constituent was being denied a grant for ramps into her home so that she could use her mobility scooter without relying on family members to lift the scooter in and out of the house. The Officer stated that all the assessments and prioritising was undertaken by Occupational Therapists. The Chair suggested that the Member contact the Occupational Therapists team directly.

Members made reference to a scheme previously undertaken in Baden Street to improve properties owned by private landlords. The Assistant Director stated that the scheme had involved loans and some small grants to bring properties back into use in a similar fashion to other schemes in the town; no money was simply paid to private landlords as the loans and grants had specific conditions.

The Chair commented that he had requested on a number of occasions a detailed report on the financial details of where money was spent on the empty homes scheme, specifically in the upgrading of properties. The Chair indicated that the report should be submitted to the first meeting of the Committee in the new municipal year.

### **Decision**

1. That the report be noted.
2. That a detailed report setting the financial details of expenditure on the empty homes scheme, specifically in the upgrading of properties, be submitted to the first meeting of the Committee in the new municipal year by the Service responsible for refurbishment works.

## **127. Quarterly Update Report for Planning Services October - December 2014** *(Assistant Director, Regeneration)*

### **Type of decision**

For information only.

### **Purpose of report**

To update the Committee on performance and progress across the key areas of Planning Services for the third quarter of 2014/2015.

### **Issue(s) for consideration by the Committee**

The Assistant Director, Regeneration updated the Committee on the

performance of the Planning Services Division for the third quarter of 2014/15 and in particular highlighted –

Major planning applications; 92% were determined within the required target date (13 weeks or longer with the applicant's consent) well above the national target of 60%.

Minor planning applications; 90% were determined within the 8 week target; well above the national target of 65%.

Other planning applications (such as change of use, householder development, advertisements, notifications etc); 93% were determined within the 8 week target date well above the national target of 80%.

The applications received this quarter had generated fee income of £265,744.

This quarter 65 informal enquiries (pre-application advice in the form of the 'One Stop Shop') have been received; 82% of them being responded to within the 15 working day time period.

#### **Decision**

That the report be noted.

### **128. Any Other Items which the Chairman Considers are Urgent**

As this was the final scheduled meeting of the Committee in the municipal year, the Chair thanked the Members of the Committee for their positive contributions to the work of the Committee over the past year. The Chair also in particular thanked his Vice-Chair for his support.

The Chair went on to thank all the officers who had contributed to the Committee meetings in the past year. The work of the Committee could be seen through the positive impact on unemployment, training and economic regeneration across the borough. This had been an exceptional year of positive outcomes that showed that the town was improving for its residents, visitors and employers.

Members and officers thanked the Chair for his comments.

### **129. Local Government (Access to Information) (Variation Order) 2006**

Under Section 100(A)(4) of the Local Government Act 1972, the press and public were excluded from the meeting for the following items of business on the grounds that they involved the likely disclosure of exempt information as defined in the paragraphs referred to below of Part 1 of Schedule 12A of the Local Government Act 1972 as amended by the Local Government (Access to Information) (Variation) Order 2006.

Minute 130 – Proposed Compulsory Purchase of Empty Residential

Dwelling – Property 004 – This item contains exempt information under Schedule 12A Local Government Act 1972 as amended by the Local Government (Access to Information) (Variation) Order 2006 namely (para 3) information relating to the financial or business affairs of any particular person (including the authority holding that information).

- 130. Proposed Compulsory Purchase of Empty Residential Dwelling – Property 004** (*Assistant Director, Regeneration*) This item contains exempt information under Schedule 12A Local Government Act 1972 as amended by the Local Government (Access to Information) (Variation) Order 2006 namely para. 3.

**Type of decision**

Key Decision test (i) – Forward Plan Reference Number RN 10/15.

**Purpose of report**

To update Committee on progress in relation to returning long term empty property 004 back into use and to seek approval for the proposed Compulsory Purchase of the property under Section 17, Housing Act 1985.

**Issue(s) for consideration by the Committee**

Details of the proposed Compulsory Purchase of property 004 under Section 17, Housing Act 1985 are set out in the exempt section of the minutes.

**Decision**

That the proposed Compulsory Purchase of property 004 under Section 17, Housing Act 1985 be approved. Full details of the recommendations approved are set out in the exempt section of the minutes.

**131. Adjournment of Meeting**

The meeting stood adjourned at 10.30 am to be reconvened at 9.00 am on Thursday 19 March, 2015 at the Civic Centre, Hartlepool.

The meeting reconvened at 9.00 am on Thursday 19 March, 2015 in the Civic Centre, Hartlepool

**Present:**

Councillor Robbie Payne (In the Chair).

Councillors: Kevin Cranney and Dr Ray Morris.

Officers: Denise Ogden, Director of Regeneration and Neighbourhoods  
Damien Wilson, Assistant Director, Regeneration  
David Cosgrove, Democratic Services Team

## **132. Apologies for Absence**

Councillors Stephen Akers-Belcher and Rob Cook.

## **133. Strategic Housing Market Assessment 2015** *(Assistant Director, Regeneration)*

### **Type of decision**

Budget and Policy Framework.

### **Purpose of report**

The purpose of the report was to seek Members endorsement of the 2015 Strategic Housing Market Assessment (SHMA) which was a crucial piece of evidence base to inform the development of a new Local Plan for Hartlepool. It would also be used to inform a new Housing Strategy for Hartlepool. The SHMA assessed the housing need and affordable housing need over the next 15 years.

### **Issue(s) for consideration by the Committee**

The Assistant Director, Regeneration reported that the findings from the study provided an up-to-date, robust and defensible evidence base for policy development which conformed to the Government's National Planning Policy Framework (NPPF) and National Planning Practice Guidance (NPPG).

The SHMA had identified that Median prices in Hartlepool have been consistently lower than the median prices for the North East and England. Overall, prices have increased from £47,000 in 2000 to £101,250 in 2014, an increase of 115.4%. Prices peaked at £115,000 in 2013 but have since fallen during 2014. Across Hartlepool Borough there are a total of 42,599 dwellings and a total of 40,631 occupied dwellings. Overall, the 2014 household survey shows that: -

- 73.3% of properties are houses, 12.1% are bungalows, 13.7% are flats/maisonettes, and 0.9% are other property types;

- 11.2% have one bedroom/studio, 29.3% have two bedrooms, 43.6% have three bedrooms and 15.9% have four or more bedrooms;
- 26.9% of properties were built before 1944, 24.4% between 1945 and 1964, 23.2% between 1965 and 1984, 17.8% between 1985 and 2004 and 7.7% have been built since 2005;
- 60.2% of properties are owner-occupied, 23.1% are rented from a social landlord, 16.0% are private rented/tied accommodation and 0.7% are intermediate tenure.

The Assistant Director updated the report in the meeting indicating that the population of Hartlepool Borough was estimated to be 92,600 in 2014 and was projected to increase by around 200 each year reaching just over 96,800 in 2032. Over the next few decades, there would be some changes in the demographic profile, with an increase in the numbers of those aged 65 and over increasing by 8,100, making up to 1 in 4 of the population by 2032. The detailed figures set out in the full SHMA reflected these figures.

In terms of travel to work, the 2011 census indicates that 67.1% live and work in Hartlepool. An analysis of 2011 census migration data suggests that 80.2% of moving households originated from within the Borough and 67.1% of employees live and work within the Borough. Former Government guidance suggested that housing markets were self-contained if at least 70% of moves take place within the area. Therefore, Hartlepool can be described as a self-contained housing market on the basis of migration, and although it is largely self-contained in terms of workplace, it is part of a wider functional economic area including Tees Valley and County Durham.

The Assistant Director specifically highlighted the need to deliver new dwellings to support economic growth aspirations. The recently endorsed Employment Land Review considered in the region of 1700 jobs would come forward over the plan period, helping to bring in migration into the Borough. The Tees Valley Strategic Employment Plan considered in the region of 2900 jobs would be created but the basis for this document was around reducing unemployment and raising employment. The Assistant Director commented that the figure of 1700 was robust and defensible with an expectation that around 70% of those jobs would bring inward migration supporting the demand for new homes.

There were many factors to consider when establishing an objectively assessed housing needs figure and after considering the evidence it was proposed that the objectively assessed housing need figure for Hartlepool is 300-325 dwellings each year. To provide further context to an objectively assessed need for 300-325 dwellings each year, past trends in delivery have been around 250 over the past four years and market signals were not indicating a 'pent up' demand for housing.

The scale of affordable requirements has been assessed by taking into account the annual need from existing and newly-forming households within each ward and comparing this with the supply of affordable, affordable social rent and intermediate tenure dwellings. The overall net annual

imbalance is calculated to be 144 affordable dwellings each year. Details of the type and areas where affordable housing was required were set out in the report. Given that the overall annual need was for 325 new dwellings, the 144 affordable dwellings, therefore, represented an affordable housing target percentage of 44%. This had increased from the affordable need in the 2012 Tees Valley SHMA which had an affordable percentage of 27.5%. The main reasons for this increase were linked to lack of supply of affordable units over the past three years coupled with raising living costs, lower wages and therefore issues surrounding relative affordability.

The SHMA had been produced in a way which allowed the authority to carefully consider the types of properties needed on a ward basis over the plan period and highlights where there is existing over provision of a particular house type.

Members questioned the data in relation to the demand for affordable housing, specifically with either one or two bedrooms and if this was a consequence of the 'bedroom tax'. The Assistant Director commented that there was an over-supply of three and four bedroom property in the social sector in Hartlepool.

Members also questioned the demand for bungalows which did not seem to be specifically mentioned. The Assistant Director indicated that the SHMA did give the demand for bungalows as 20% but in light of Members comments this would be highlighted as part of the consultation process. The Assistant Director also informed Members that he had asked officers to give an indication of the number of bungalows currently planned/being built across the Borough.

The Director stated that the key element to the SHMA was that the data supporting the proposals must be robust and defensible; the assessed need for the next fifteen years set out in the full document provided that support.

### **Decision**

That the 2015 Strategic Housing Market Assessment (SHMA) be endorsed.

The meeting closed at 9.20 am.

**P J DEVLIN**

**CHIEF SOLICITOR**

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