

REGENERATION SERVICES COMMITTEE AGENDA



Friday 28 August 2015

at 2.00 pm

in Committee Room B, at the Civic Centre, Hartlepool

MEMBERS: REGENERATION SERVICES COMMITTEE

Councillors S Akers-Belcher, Clark, Cook, Cranney, Lindridge, Morris and Thompson.

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 2015 (*previously published*)

4. BUDGET AND POLICY FRAMEWORK

- 4.1 Savings Programme 2016/17 – Public Health Department – *Director of Public Health*
- 4.2 Savings Programme 2016/17 – Regeneration Division – *Director of Regeneration and Neighbourhoods*
- 4.3 Seaton Carew Masterplan Supplementary Planning Document – *Director of Regeneration and Neighbourhoods*
- 4.4 Planning Obligations Supplementary Planning Document (SPD) – *Assistant Director (Regeneration)*



5. KEY DECISIONS

- 5.1 Library Service Review 2015 – *Assistant Director, Regeneration*
- 5.2 Review of Community Centres – *Assistant Director, Regeneration*
- 5.3 Innovation and Skills Quarter: Project Management Plan – *Assistant Director, Regeneration*

6. OTHER ITEMS REQUIRING DECISION

- 6.1 Food Law Enforcement Service Plan 2015/16 – *Director of Public Health*
- 6.2 Hartlepool Mail Photographic Collection – *Assistant Director, Regeneration*
- 6.3 Addition of Names to War Memorials – *Assistant Director, Regeneration*
- 6.4 Social Lettings Agency: Business Name – *Assistant Director, Regeneration*
- 6.5 Selective Licensing Consultation – *Assistant Director, Regeneration*

7. ITEMS FOR INFORMATION

- 7.1 Strategic Financial Management Report – as at 30th June, 2015 – *Director of Regeneration and Neighbourhoods, Director of Public Health, and Chief Finance Officer*
- 7.2 ESF Additional Funding Opportunities – *Assistant Director, Regeneration*
- 7.3 Quarterly Update Report for Public Protection – *Director of Public Health*
- 7.4 Quarterly Report – Adult Education – *Assistant Director, Regeneration*
- 7.5 Quarterly Building Control Report April – June 2015 – *Assistant Director, Regeneration*
- 7.6 Culture and Information Services Report January – June 2015 – *Assistant Director, Regeneration*

8. ANY OTHER BUSINESS WHICH THE CHAIR CONSIDERS URGENT

FOR INFORMATION:

Date of next meeting – Thursday 24 September 2015 at 9.30 am in the Civic Centre, Hartlepool



REGENERATION COMMITTEE

Friday 28th August 2015



Report of: Director of Public Health

Subject: SAVINGS PROGRAMME 2016/17 – PUBLIC HEALTH DEPARTMENT

1. TYPE OF DECISION/APPLICABLE CATEGORY

Budget and Policy Framework.

2. PURPOSE OF REPORT

- 2.1 The purpose of this report is to identify proposals for the delivery of savings in relation to Public Health core revenue funded services for consideration as part of the 2016/17 budget process.

3. BACKGROUND

- 3.1 An initial update of the Medium Term Financial Strategy (MTFS) 2016/17 to 2018/19 was considered by the Finance and Policy Committee on 29th June 2015. This report highlighted the key issues impacting on the development of the budget for 2016/17 and future years, which reflects the following key issues:

- The scale of the Government grant cuts implemented over the lifetime of the previous Parliament. These reductions had a disproportionate impact on Council's serving more deprived communities and in 2015/16 the Council's Government grant was £30.4m less than it was in 2010/11, which is a reduction of 39%;
- Continuing significant Government grant cuts in 2016/17 and future years. It is currently forecast that further budget cuts of £14m will need to be made over the next three years, although the actual cuts may be higher if the actual Government grant cuts exceed current forecasts;
- The impact of financial risks transferred to Local Authorities from April 2013 arising from the implementation of the Business Rates Retention system and the transfer of responsibility for the Local Council Tax Support Scheme;

- The impact of demand led pressures – particularly in relation to Older People demographic pressures and increased demand for children's social care services.
- Continued restriction of Council Tax increases.

3.3 In addition to the above financial challenges, a separate report was presented to the Finance and Policy Committee on 1st June 2015 to provide details of the outcome of the Power Station's Rateable Value appeal. The Valuation Office Agency, the organisation responsible for determining Rateable Values, has determined to reduce the Power Station Rateable Value by 48%. As a result of this reduction the Council's share of Business Rates income from the Power Station will reduce by £3.9m on a permanent basis. The Finance and Policy Committee will receive a further report on the strategy for addressing this issue. A meeting with the Local Government Minister has been requested to express the Council's concern at the impact of this reduction and to seek Government support to manage this significant reduction in Business Rates income.

3.4 There are two core revenue grant funded services in Public Health - Sport and Recreation and Public Protection. These services contribute to the Council's strategic aims to protect and improve the health of the population. These two service areas are detailed below and it is from these areas that savings proposals for 2016/17 have been developed as outlined in section 4 of the report.

3.5 ***Sport and Recreation services include:***

- Mill House Leisure Centre
- Brierton Community Sports Centre
- Headland Sports Hall /Borough Hall
- Summerhill Outdoor Centre and Country Park
- Carlton Outdoor Education Centre (leased from Carlton Trustees)
- Grayfields Pavilion and Recreation Ground.

Within the service structure, there is also a Learn to Swim Team, GP Referral Team and Sport and Physical Activity Team. In addition, the service also manages sports pitch bookings at all Council sites and has a strategic role around sports provision in general across the Borough and works in partnership with clubs, national governing bodies of sport and national agencies such as Sport England to ensure that the town has the relevant local offer. It is also responsible for delivery on regional and national priorities for sport.

- 3.6 Users of Sport and Recreation services - The people who use the Sport and Recreation services are members of the public both in Hartlepool and out of area. Competitive sports and clubs participating in official leagues play at the sites as well general members of the public wishing to access the services to improve health and well being. National governing bodies of sport also use the sites to run club and coaching workshops. Other people may use the services for formal events or recreational activities such as those hosted at the Borough Hall.
- 3.7 The services are non-statutory but are key contributors to the delivery of the Council's strategic priorities concerning Public Health and the improvement of health and well-being across the Borough. In this respect, the contribution and impact the services have had has already been recognised by their transfer into the newly formed Public Health Department in January 2014.
- 3.8 As a result of partnership working with national agencies, the service also contributes to the regeneration of the town by obtaining grant funding for new and / or improved sports facilities as well as new programmes of physical activity intervention. Over the past 10 years, approximately £10.25m grant funding has been secured.
- 3.9 The outputs and outcomes 2014/15 for the Sport and Recreation Service areas are as follows in table below:

| | |
|---|---|
| Leisure Centre attendances | 338,504 |
| Summerhill attendances | 92,615 |
| Attendance at sport & physical activity programmed sessions | 37,975 |
| Carlton residential attendances | 9,422 |
| Carlton day visits | 867 |
| Borough Hall attendances | 41,786 |
| GP Referral Programme – participants continuing with sport & physical activity 6 months after referral | 77% |
| Primary School swimming – 25m attainment from HBC programme | 32% |
| Number of volunteers actively engaged for one hour per week on sport & physical activity delivery | 524 |
| Level of external partnership funding attracted to deliver new initiatives/commissioned work in sport & physical activity | £188,060 |
| Capital Project delivery | Completion and opening in August 2014 of the 3G Pitch at Brierton Sports Centre |
| Service Accreditation | Achieved again across all areas e.g. Quest, AALA. LOtC, Green Flag etc. |

- 3.10 The Sport and Recreation Service budgets for 2015/16 and in comparison to those for 2014/15 are as follows:-

| | 2014/15 | 2015/16 | Difference |
|----------------------------------|---------|---------|------------|
| | £ | £ | £ |
| Gross Budget | 2.914m | 2.878m | - 36,000 |
| Income Target | 1.545m | 1.715m | + 170,000 |
| Overall Net Budget & cost to HBC | 1.369m | 1.163m | - 206,000 |

These figures include all centralised premises costs.

3.11 **Public Protection Services**

Public Protection services are regulatory and statutory and include:

- Commercial services including environmental health, food inspections, water testing, animal welfare, health and safety.
- Environmental protection including noise, pollution, air quality and pest control
- Trading standards including weights and measures, licensing and retail inspections and product safety.

- 3.12 Users of Public Protection services – There are a range of users of public protection services including the general public in relation to complaints and environmental issues. Other users of the service include businesses and people who are self employed.

- 3.13 The outputs and outcomes for the Public Protection Service are:

- 1695 programmed interventions including 100% of all food premises in accordance with risk rating & 100% of prescribed processes.
- Outcome 96.1% food businesses broadly compliant.
- 488 Smoke free visits
- 600 Samples taken
- 2699 service requests responded to
- 1264 licenses processed
- 87.5% customer's satisfaction result up from 85% previous year.

- 3.14 The Public Protection service budgets are:

| | |
|--------------------------|-----------|
| Environmental protection | £ 2,446 |
| Consumer services | £ 611,957 |
| Environmental standards | £ 184,251 |

| | |
|--------------------|-------------|
| Outdoor markets | £ (89,227) |
| Licensing Act 2003 | £ (126,936) |
| Total | £ 582,491 |

- 3.15 As both Sport and Recreation and Public Protection are public facing front line services they engage with those who use the services on a regular basis. They do this through feedback questionnaires, satisfaction surveys, meeting users of the service directly to deal with any issues raised
- 3.16 The savings target for Public Health in 2015/16 is £59k. The report identifies areas where savings might be achieved, the risks associated with achievement of savings and the financial considerations which have been taken into account in developing the proposals.
- 3.17 For the Sport and Recreation service, it is essential that the requirement to achieve further savings for 2016/17 is considered against the likelihood of the current savings target for 2015/16 being achieved.

4. PROPOSALS FOR 2016/17 SAVINGS

4.1 Proposal 1 - Proposal to re-organise and re-align the Sport and Recreation Service.

Increasing income and becoming more commercially competitive is the primary focus of the Sport and Recreation Service. However, it is questionable as to whether the current service configuration is optimum and whether there are the necessary skills within the current service to achieve this. Therefore it is proposed to re-organise and realign the service, resulting in senior management staffing savings.

- 4.2 It is proposed to realign the Sport and Physical Activity Team and sport development function with the health improvement function in the Public Health Department to enable a better strategic fit. This will create the capacity within the health improvement function to deliver integrated health and well being service.
- 4.3 It is also proposed that the remaining services including leisure centres (Mill House, Brierton and Headland) and the Borough Hall are consolidated into a commercially focused leisure service that will require commercially driven leadership. The business case for this was first established last year, when it was decided that there needed to be a new style of direction and leadership to making the services more commercially driven.
- 4.4 It is proposed therefore that interim (18 months -2 years) leadership arrangements are put in place. During this time a thorough assessment of the current facility stock and the Council's ability in the longer term to invest in the capital and revenue requirement must be considered. As part of this work, alternative management arrangements for leisure services will also be revisited and considered as an option for the longer term sustainability of services. This is linked into possible savings scenario for 2017/18 and

beyond where alternative management arrangements for some elements of the service may still need to be considered, if the in-house team were unsuccessful in bridging the financial gap, which is already proving highly challenging.

- 4.5 As a consequence of re-organising and re-aligning the Sport and Recreation Service, there will be senior management staffing efficiencies achieved that will contribute to the required savings for 2016/17. It is anticipated that this can be achieved through voluntary redundancy.

4.6 **Proposal 2 – Cease Provision of Out of Hours Noise Service.**

- 4.7 This service has operated since 2010. During the summer months the service is well used and the majority of calls tend to be about loud music and disturbances from parties, generally being held in the gardens of residential properties.

- 4.8 The out-of-hours noise service is being considered, due to the non-statutory nature of this service. The service was established some 6 years ago and is provided by staff who work overtime on Friday and Saturday nights, starting work at 10pm and finishing at 4am the following morning. This is voluntary and for safety reasons, the service is provided by 2 staff, one of whom, the lead officer, is an experienced and suitably qualified officer; the other, the support officer, does not require the same level of technical knowledge.

- 4.9 The service is able to add value to the nightly work routine, by preparing a rota of premises to check compliance with various other conditions, such as licensing closing times for take-aways, pubs, clubs; specific conditions on premises in relation to noise levels coming from them; other potential breaches of notices/ agreements in relation to enforceable conditions, for example dust containment at the port.

- 4.10 Out of Hours complaints would still need to be investigated and this work would be undertaken under normal overtime arrangements.

4.11 **Proposal 3 – General budget savings**

- 4.12 A number of non pay budget savings across in the Public Health Budget will be made that will not impact on service delivery.

4.13 **Proposal 4 – Contribution to Tees Valley Environmental Protection Group**

The Tees Valley Environmental Protection Group comprises representatives from the five Tees Valley Councils along with a representative from the Environment Agency. The Group currently consists of a members group consisting of 3 elected members from each constituent Authority plus an invited representative from the Environment Agency and an officer group.

- 4.14 Since 1995 when the group was established the council has made a financial contribution to the coordination to this group. It is proposed to review this financial contribution. It is recommended to dissolve the member group and to operate the TVEPG as an officer liaison group in line with the other officer liaison groups within the Tees Valley co-ordinated by whichever authority that holds the secretariat for the group. The secretariat rotates biannually. Any decisions that are required would be brought before the Regeneration Services Committee for decision and other general liaison arrangements will be put into place.

5. RISK IMPLICATIONS

- 5.1 The risk of realising savings in 2016/17 in relation to the Environmental co-ordinators post is the reliance on the other Local Authorities to ensure they proceed with this efficiently.
- 5.2 The loss of a senior management post from the Sport and Recreation service, however this can be mitigated for due to the specific areas of expertise and experience that exists within the team as a whole.

6. FINANCIAL CONSIDERATIONS

- 6.1 The table below illustrates the financial implications of the two savings proposals:

| Service Area | Proposed Saving | Amount |
|----------------------|--|-----------------------------|
| Sport and Recreation | <ul style="list-style-type: none"> Senior management restructure | £60,000 |
| Public Protection | <ul style="list-style-type: none"> Out of hours noise service Environmental Protection members group General budget savings | £13,000 £3,680 £2,320 |
| Total | | £79,000 |

7. EQUALITY CONSIDERATIONS

- 7.1 Equality impact assessments are attached.

8. STAFF CONSIDERATIONS

- 8.1 Proposal 1- Voluntary redundancy.
- 8.2 Proposal 4 – There may be staffing implications relating to the potential disbanding of the Tees Valley Environmental Protection members group.

9. RECOMMENDATIONS

- 9.1 That Members of the Committee note the content of the report and formulate a response to be presented to Finance and Policy Committee on

10. REASONS FOR RECOMMENDATIONS

- 10.1 To ensure Members are fully aware of the proposed core revenue grant funded Public Health Department savings proposals.

11. BACKGROUND PAPERS

- 11.1 Regeneration Committee – Sport and Recreation Service – Options Appraisal Update – 8th May 2014.
- 11.2 Regeneration Committee –Savings Proposals 2016-17 Public Health Department - Thursday 24th July 2014.
- 11.3 Regeneration Committee – Savings Programme 2015/2016– Sport and Recreation – Public Health Department - Thursday 18th September 2014

12. CONTACT OFFICER

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| Department | Division | Section | Owner/Officer |
|--|--|--------------------|---|
| Public Health | | Sport & Recreation | Louise Wallace, Director - Public Health |
| Service, policy, practice being reviewed/changed or planned | <p>Sport & Recreation consists of the following core services:-</p> <ul style="list-style-type: none"> • Mill House Leisure Centre • Brierton Community Sports Centre • Headland Sports Hall /Borough Hall • Summerhill Outdoor Centre and Country Park • Carlton Outdoor Education Centre (leased from Carlton Trustees) • Grayfields Pavilion and Recreation Ground <p>Within the service structure, there is also a Learn to Swim Team, GP Referral Team and Sport and Physical Activity Team. In addition, the service also manages sports pitch bookings at all Council sites and has a strategic role around sports provision in general across the Borough and works in partnership with clubs, national governing bodies of sport and national agencies such as Sport England to ensure that the town has the relevant local offer. It is also responsible for delivery on regional and national priorities for sport.</p> <p>The service is managed by a senior team and it is the roles and responsibilities of these individuals that are being reviewed.</p> | | |
| Why are you making the change? | <p><i>The review will result in a proposal to deliver cost savings as part of the 2016/17 financial strategy for the Council. This is linked to overall service provision and future development and delivery of facilities and services for the Borough.</i></p> | | |
| How might this impact (positively/negatively) on people who share protected characteristics? | | | |
| | | <i>Please tick</i> | |
| | | POSITIVELY | NEGATIVELY |
| Age | | | |
| No impact | | | |
| Disability | | | |
| No impact | | | |
| Gender Re-assignment | | | |
| No impact | | | |
| Race | | | |
| No impact | | | |
| Religion | | | |
| No impact | | | |
| Gender | | | |
| No impact | | | |
| Sexual Orientation | | | |
| No impact | | | |
| Marriage & Civil Partnership | | | |
| No impact | | | |

| Pregnancy & Maternity | | | |
|---|----------|--|----------|
| No impact | | | |
| Has there been consultation /is consultation planned with people who will be affected by this policy? How has this affected your decision making? | | <p>Whilst there will not be a direct impact on service users, there is likely to be a direct impact on the senior management team for the service. This will be as a consequence of a realignment of roles and responsibilities.</p> <p>Consultation will be carried out with those concerned in line with agreed HR policies and procedures and the savings are to be achieved as a result of a voluntary redundancy.</p> | |
| As a result of your decision how can you mitigate negative/maximise positive outcomes and foster good relationships? | | Staff will be offered the opportunity to consider and comment on the proposals and put forward alternative suggestions. | |
| Describe how you will address and monitor the impact | | 1. No Impact - No Major Change <i>Please Detail</i> | |
| | | 2. Adjust/Change Policy N/A | |
| | | 3. Adverse Impact but Continue as is N/A | |
| | | 4. Stop/Remove Policy/Proposal N/A | |
| Initial Assessment | 22/07/15 | Reviewed | 00/00/00 |
| Completed | 29/07/15 | Published | 00/00/00 |

| Department | Division | Section | Owner/Officer |
|---|--|-------------------|----------------|
| Public Health | | Public Protection | Sylvia Pinkney |
| Service, policy, practice being reviewed/changed or planned | Out of hours noise service operating in June, July & August | | |
| Why are you making the change? | Budget savings | | |
| How might this impact (positively/negatively) on people who share protected characteristics? | | | |
| | | Please tick | POSITIVELY |
| | | | NEGATIVELY |
| Age | | | |
| Please describe...No impact | | | |
| Disability | | | |
| Please describe...No impact | | | |
| Gender Re-assignment | | | |
| Please describe...No impact | | | |
| Race | | | |
| Please describe...No impact | | | |
| Religion | | | |
| Please describe...No impact | | | |
| Gender | | | |
| Please describe...No impact | | | |
| Sexual Orientation | | | |
| Please describe...No impact | | | |
| Marriage & Civil Partnership | | | |
| Please describe...No impact | | | |
| Pregnancy & Maternity | | | |
| Please describe...No impact | | | |
| Has there been consultation /is consultation planned with people who will be affected by this policy? How has this affected your decision making? | There has been no consultation and none is planned | | |
| As a result of your decision how can you mitigate negative/maximise positive outcomes and foster good relationships? | We will deal with out of hour's noise complaints in the same way as we currently deal with them in the months when this service currently does not operate. There will therefore be no impact on service users | | |
| Describe how you will address and monitor the impact | 1. No Impact - No Major Change The withdrawal of this service will have no impact. Out of hours complaints will still be investigated. | | |
| | 2. Adjust/Change Policy Please Detail | | |
| | 3. Adverse Impact but Continue as is Please Detail | | |
| | 4. Stop/Remove Policy/Proposal Please Detail | | |
| Initial Assessment | 03/08/15 | Reviewed | 00/00/00 |

| | | | |
|-----------|----------|-----------|----------|
| Completed | 00/00/00 | Published | 00/00/00 |
|-----------|----------|-----------|----------|

REGENERATION SERVICES COMMITTEE

28th August 2015



Report of: Director of Regeneration and Neighbourhoods

Subject: SAVINGS PROGRAMME 2016/17 –
REGENERATION DIVISION

1. TYPE OF DECISION/APPLICABLE CATEGORY

1.1 Budget and Policy Framework Item.

2. PURPOSE OF REPORT

2.1 The purpose of this report is to identify proposals for the delivery of savings in respect of the Regeneration Division for consideration as part of the 2016/17 budget process.

3. BACKGROUND INFORMATION

3.1 An initial update of the Medium Term Financial Strategy (MTFS) 2016/17 to 2018/19 was considered by the Finance and Policy Committee on 29th June 2015. This report highlighted the key issues impacting on the development of the budget for 2016/17 and future years, which reflects the following key issues:

- The scale of the Government grant cuts implemented over the lifetime of the previous Parliament. These reductions had a disproportionate impact on Council's serving more deprived communities and in 2015/16 the Council's Government grant was £30.4m less than it was in 2010/11, which is a reduction of 39%;
- Continuing significant Government grant cuts in 2016/17 and future years. It is currently forecast that further budget cuts of £14m will need to be made over the next three years, although the actual cuts may be higher if the actual Government grant cuts exceed current forecasts;
- The impact of financial risks transferred to Local Authorities from April 2013 arising from the implementation of the Business Rates Retention

system and the transfer of responsibility for the Local Council Tax Support Scheme;

- The impact of demand led pressures – particularly in relation to Older People demographic pressures and increased demand for children's social care services.

- Continued restriction of Council Tax increases.

3.2 In addition, to the above financial challenges, a separate report was presented to the Finance and Policy Committee on 1st June 2015 to provide details of the outcome of the Power Station's Rateable Value appeal. The Valuation Office Agency, the organisation responsible for determining Rateable Values, has determined to reduce the Power Station Rateable Value by 48%. As a result of this reduction the Council's share of Business Rates income from the Power Station will reduce by £3.9m on a permanent basis. The Finance and Policy Committee will receive a further report on the strategy for addressing this issue. A meeting with the Local Government Minister has been requested to express the Council's concern at the impact of this reduction and to seek Government support to manage this significant reduction in Business Rates income

3.3 As part of the 2016/17 Savings Programme, a number of service areas were identified where potential savings could be made. As part of the process for the budget for 2016/17 it has been agreed that individual Policy Committees will consider these savings proposals prior to consideration by Finance and Policy Committee and then Council.

3.4 Details are provided in this report in relation to the:-

- Proposals identified to make the savings;
- Risks associated with the proposed savings; and
- Financial considerations taken into account in developing the proposals.

3.5 In further developing the information provided to Members to assist them in consideration of budget proposals a range of information relating to the services within the Division is included in the report.

3.6 The services under consideration as part of this report are as follows: -

3.6.1 **Economic Regeneration** – The Economic Regeneration Team provides the Council lead on the Jobs and Economy Theme and offers services to residents and businesses.

The Business Team is responsible for Hartlepool's Business Incubation System and providing business infrastructure such as Queens Meadow, Incubation Units at Hartlepool Enterprise Centre and working with key partners including UKSE to develop high quality business units. The Team has established Enterprise Zones at Queens Meadow, Port Estates and Oakesway. At the same time the team works with growth companies to ensure they can maximise financial assistance available through, for

example, Regional Growth Fund where the team has a successful track record. The service works closely with the Regeneration Team and is driving forward the Hartlepool Vision and Master Plan and regeneration plans for Seaton Carew, based on mixed development opportunities. The Team is supporting housing regeneration and is also driving forward the Innovation and Skills Quarter initiative.

The Tourism Team undertakes specialist business support for the visitor economy and is actively involved in the development of a range of activities including the EAT Initiative. The service is also at the forefront of e-marketing activities. Hartlepool Working Solutions offers employability services to get residents back into training and employment with a particular focus on young people. The service has been successful in drawing down external funding to support key initiatives and has also launched the Hartlepool Youth Investment Project which provides the key framework for youth intervention

3.6.2 Culture and Information – The Culture and Information Section is responsible for the museums and galleries, libraries, heritage attractions, community centres, theatre and events programme across the Borough. These venues include:

- Museum of Hartlepool.
- Hartlepool Maritime Experience.
- Hartlepool Art Gallery.
- Sir William Gray House.
- Central Library.
- Owton Manor Library.
- Seaton Library.
- Headland Library.
- Owton Manor Community Centre.
- Burbank Community Centre.
- Masefield Centre.
- Throston Library

The Service also operates a mobile library and home delivery service, oversees events across the Borough and supports the Independent Safety Advisory Group (ISAG). The Service is involved in a number of Tees Valley and Hartlepool projects such as the the Hartlepool Maritime Experience / National Museum of the Royal Navy project, Enterprising Libraries, 999:What's Your Emergency, Young Cultural Ambassadors and the Summer Reading Challenge to name but a few.

3.6.3 Planning Services – The Planning Service consists of two discrete teams: Development Management Team focuses on assessing proposals for new development and their impact on their surroundings, particularly in the form of planning applications and informal planning submissions. The section is also responsible for monitoring development and, where necessary, implementing enforcement action against unauthorised development, including derelict untidy buildings and land.

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.

- 3.6.4 **Housing Services** – The Housing Services Team is responsible for administering and undertaking the Council's strategic housing functions, together with Housing Market Renewal activity and the Housing Options Service. Activity also includes managing bids for associated housing and regeneration funds, together with funding for the provision of affordable housing, housing advice and homeless services, tenancy advice and assistance. This section works with Registered Providers to build affordable housing in the town and with other developers to improve and increase the affordable housing options available to the market in Hartlepool. The role is also to support and assist in the progression of the Housing Partnership. In addition, the team co-ordinates and works with housing delivery services teams to ensure an integrated Housing Service across the Authority.

The Private Sector Housing team is involved in the current problems associated with low demand in the private housing sector, working with landlords regarding empty homes and selective licensing. The team also provides financial help for adaptations to houses for disabled persons and to owners to improve the condition of private houses.

The Housing Advice Team runs the Choice Based Lettings Service, maintains the Housing Register (waiting list), gives free advice and, where appropriate, assistance in obtaining and keeping accommodation. The team operates a Landlord Tenants Service to give advice and assistance to landlords and tenants in the conduct of tenancies.

Two additional functions which have been added to the Housing Service during 2015 to 2016 are Housing Management and the creation of a Social Lettings Agency. The Housing Management function relates to the management of all of the Council's stock which includes the new build council housing and the houses acquired under the Empty Property Acquisition scheme. Previously these houses were managed under a contract by the Thirteen Group. The Social Lettings Agency was set up to drive up the housing management standards by encouraging landlords to have their properties managed by the Council as opposed to some of the private sector housing management agencies whose standards and practices are less than satisfactory.

3.7 **Scope of Proposed Savings**

- 3.7.1 The savings proposed can be broken down into four areas as follows:-

- i) Housing income generation
- ii) Libraries Service review

- iii) Community Centres review
- iv) Planning Services enforcement reconfiguration
- v) Economic Regeneration various

3.8 Service Users

3.8.1 The range of services covered by this report are delivered across the whole of the Borough dealing with people across all age groups, however, within these functions there are many discreet services which have been tailored for particular user groups. Some examples are listed below for illustrative purposes and are by no means exhaustive.

- Going Forward project – 16 to 24 year olds (NEETS).
- Family Wise – Supporting residents with multiple problems.
- Selective Licensing – targeted towards areas of the town with a high proportion of private rented housing.
- Housing Adaptations service – targeted towards people with disabilities.
- Housing Advice – targeted towards people in need of housing or who are homeless or at risk of becoming homeless.
- Housing Management – tenants of Council owned properties
- The Business Team – supports the business community from new start ups right through to large scale inward investors.
- Planning One Stop Shop – providing comprehensive planning advice and guidance to residents, architects, consultants, developers and businesses.
- Book Trust Programme – aimed at children from 9 months to 5 years.
- Home Library Service – delivering books directly into the homes of library members who are in ill health or have mobility issues.
- Planning Enforcement – dealing with monitoring planning developments and undertaking enforcement against unauthorised development
- Arboricultural services – protection of existing trees and the promotion of new tree planting as part of new developments.

3.9 Engagement

3.9.1 Feedback from service users is obtained in a variety of different ways and this is often determined by the type of service, the target audience, the way in which services are delivered. Examples include:

- Updating of the Economic Regeneration Strategy involving consultation through the Economic Forum.
- Hartlepool Vision launch and engagement in January 2014 involving over 150 businesses and a similar number of residents.
- Following the launch of the Vision, the commencement of the Waterfront Masterplan process will see ongoing consultation over the next 6 – 9 months as the plan is developed. This will involve Members, the public, businesses and other interested groups.
- Training and Employability Programmes – all trainees are regularly consulted for satisfaction ratings.

- Housing Regeneration Carr and Hopps – regular one-to-one engagement with residents who remain in the area as the project moves forward.
- Regular attendance at resident group meetings to discuss, for example, housing standards, Selective Licensing, Empty Homes etc.
- Visitor surveys for specific events and festivals including, for example, Golf Week, to evaluate the success of the event and to learn from the experience.
- Annual satisfaction survey for tenants at the Hartlepool Enterprise Centre.
- Home Library User surveys – 394 in 2011.
- Cathy Cassidy – Author Event evaluation - 378 responses – February 2014.
- Local History lecture – 22 responses – March 2014.
- Library Services Review – Mobile Survey evaluation – 154 responses – September 2013, Library Service Review 2015 – 1530 responses.

3.10 Inputs

3.10.1 The current cost to the Council of providing the services relevant to the Regeneration Committee are as follows:-

| | |
|---|-------------------|
| Economic Regeneration | £870,000 |
| Planning Services (including Heritage and Conservation) | £310,000 |
| Housing Services | £585,000 |
| Culture and Information | £1,500,000 |
| Building Control | £60,000 |
| Learning and Skills (100% grant funded) | £Nil |
| Estates and Asset Management | £(25,000) |
| Total | £3,300,000 |

3.11 Outputs and Outcomes

3.11.1 The services provided within the Regeneration Division are so broad and varied that it would be difficult to list all outputs and outcomes across all areas of delivery, however, the following is a summary of some of the key highlights: -

3.11.2 Economic Regeneration

- The service contributes to a range of key economic performance outcomes including unemployment and employment rates, business start up and business stock levels, provision of key business infrastructure including business park development and managed workspace. Whilst not the focus of the service, the health and wellbeing of local residents is positively impacted on through meaningful employment and economic engagement. As an example youth unemployment rate has decreased from 17% in September 2012 to 4.9% in May 2015.

- To date the employability services of Family Wise, Going Forward and Connect 2 Work have achieved 221 employment outcomes for mainly young people.
- Hartlepool achieved 33% of the land allocation within the Tees Valley Enterprise Zone with Port Estates achieving ECA status, Queens Meadow achieving NDR discount status and Oakesway Industrial Estate achieving local Enterprise Zone status. To date 11 projects have been delivered at Queens Meadow and the Port, the highest number of projects achieved across the Tees Valley Enterprise Zone to date, attracting £2.0M of private sector investment and creating or safeguarding up to 200 jobs.
- Hartlepool's business start up rate per 10,000 head of population has been consistently higher than the Tees Valley and North East rate at 47 though the gap between Hartlepool and the Great Britain figure has increased slightly from 15 per 10,000 per head of population to 22.

3.11.3 Planning Services

- The service contributes to key outcomes including supporting the long term sustainable development and growth of the town which in turn impacts on the health and wellbeing of local residents.
- The determination of planning applications which supports the development and growth of the town and also carries out appropriate planning regulation enforcement which supports appropriate development and growth. Planning plays a key role in a comprehensive and coordinated approach of action against untidy and derelict buildings and land and also deals extensively with the control of waste sites.
- Production of the Local Plan which provides a long term plan to support the development of the town and at the same time supporting the Council's priorities.
- Development of planning and development briefs for key sites including master planning which helps deliver growth through the allocation of sites.
- Provision of the One Stop Shop advisory service which helps to ensure better quality applications are submitted.
- Conservation provides specialist advice aimed at the protection and enhancement of the natural and built environment of Hartlepool including advice and guidance to owners of listed buildings and other historic assets and has supported conservation areas by providing grant support. The service includes ecology and arboricultural advice and the service has undertaken paid for consultancy work. Current key projects include the Limestone Landscape project in Hart and Elwick, the Village Atlas for Elwick and the delivery of greater public access and connectivity in the area supported by Heritage Lottery Funding.

3.11.4 Housing Services

- The service contributes to key performance outcomes including the reduction in empty homes, improved residential accommodation including HMR and reducing and preventing homelessness, which in turn contributes to the health and wellbeing of local residents.
- Empty Homes initiatives are a key activity within this service, including a pilot programme with Housing Hartlepool and the Empty Homes purchase scheme, to date 132 empty properties have been acquired for refurbishment and re-let.
- The service proactively uses Section 215 planning powers to improve housing conditions and at the same time undertakes statutory enforcement where appropriate.
- A range of grant assistance is delivered to help owners carry out essential repairs and also offers the disabled facilities grant, for 2014/15 a total of 182 properties have benefited from this scheme.
- Housing and homelessness advice is provided and specific targeted support is given to many vulnerable groups and clients which allows individuals to maintain independent living. During 2014/15 homelessness was prevented in 297 cases.
- The service also develops strategies and provides specialist advice on the development of appropriate Council policies in relation to the housing market and at the same time liaises with external partners and developers to ensure the appropriate provision of residential accommodation. A developing area of work is around welfare reform and there is extensive liaison with partners to ensure that local residents are fully supported through major reform processes.
- Housing Regeneration remains a key issue for the town with several sites including Perth/Hurworth and Carr/Hopps Street seeing significant investment in improving homes and housing stock. 84 properties are being built in Perth/Hurworth area 60% of which are complete whilst of the properties in Carr/Hopps Street 161 of the 175 properties have been acquired for demolition.
- Choice Based Letting allocations has been successfully implemented in the town and is very popular with clients and service partners.
- Selective Licensing has been introduced to improve standards in properties in low demand areas and Regeneration Services Committee recently agreed to extend the service to other areas of the town. This tool is proving useful in conjunction with other measures to improve housing management and plans are being prepared to propose an extension to the scheme to other areas of the town.

3.11.5 Culture and Information

- Over 38,853 hours of usage was achieved for the Library Peoples Network computer scheme against a target of 38,000 for 2014/15.
- 20,122 engagements with children aged 0-19 were achieved through library delivered literary and learning activities against a target of 116,000.

4. PROPOSALS

- 4.1.1 The Department is looking to generate additional income as part of future years savings programme and this includes income from a Wind Turbine site. Work is ongoing to secure an appropriate scheme however, it will take time for the necessary agreements to be considered and concluded and this is now not expected to be finalised in time to be included within the 2015/16 savings programme..
- 4.1.2 Therefore, for 2016/17 it is proposed to use £157k of departmental reserves to help meet the savings target and provide a longer lead in time to produce the income, effectively delaying these savings by one year.. In the event that this income is not achieved there will be an increase in the 2017/18 target and alternative savings will need to be identified. Other longer term options are also being reviewed including changes to operations to reduce vehicle running costs.
- 4.1.3 The reserve contribution will be funded from planning income in 2015/16 which will exceed the budget set for planning fees in year and this proposal will be included within the overall Medium Term Financial Strategy (MTFS).
- 4.1.4 The forecast planning income reflects the higher than normal level of large scale developments expected in year. This higher than normal planning activity is not sustainable in the long term given the financial cost associated with major developments. Further work is therefore required to consider the financial impact this higher than normal planning activity will have on planning fees in future years and this issue will need to be considered as part of the MTFS.
- 4.1.5 In addition to the savings specific to the Regeneration and Neighbourhood Services Committees, the following departmental savings are generic and contribute towards the overall departmental target:

- **Departmental Salary Abatement Target - £111k**

It is proposed to re-introduce a salary abatement target which will account for vacant posts and incremental drift across the department. This proposal will need to be closely monitored during the year and is only a short term proposal as when officers move through the pay grade towards

the top of their pay scale the ability to contribute towards this target will reduce.

- **Support Services - £50k**

Administrative and support services which will achieve savings in the region of £50k. This will involve the removal of vacant posts and potential redundancies, a reduction in departmental management support budgets such as postage, general office consumables and training.

4.2 **Regeneration Division Proposals**

4.2.1 Within the overall Regeneration Services Division the following savings have been made over the last four financial years:

- 2012/13 - £634,000
- 2013/14 - £200,000
- 2014/15 - £420,000
- 2015/16 - £380,000

4.2.2 Reducing budgets by this level on an ongoing basis cannot be achieved without an impact on frontline services although proposals have sought to minimise this impact as far as possible. It is inevitable that further savings proposals will have an increasing impact on frontline services, as it is not possible to sustain current levels of service and performance with reducing budgets and increasing demands on services.

4.2.3 The proposed contribution to the overall departmental savings from the Regeneration Services Division is £268k.

4.2.4 The savings proposals specific to the Regeneration Services Committee are as follows:-

4.2.5 **Housing Services Income Generation - £50,000**

Housing Services took over the management of the Council's new build housing and Empty Property stock from the Thirteen Group in 2014 to 2015 but the was phased over two financial years so that the relevant systems and policies and procedures could be in place for a complete takeover by 1st April 2015. This has now been completed and has released additional money for savings. This has been combined with projected income from the setting up of the Social Lettings Agency bringing the total income to set against savings of £50,000.

4.2.6 **Library Services Review - £90,000**

The Regeneration Committee agreed a proposal to review the Library Service during the 2014 to 2015 to inform the budget setting round for 2016 to 2017. This piece of work is nearing completion but has yet to report back to Regeneration Services Committee with the findings. This has been a very detailed piece of work with significant amounts of consultation with service

users, community and voluntary sector groups, local organisations, schools, etc. The findings and options are due to be reported to Regeneration Services Committee in July.

4.2.7 **Economic Regeneration Various - £113,000**

Savings have been identified across a range of budget headings including, the Statutory Economic Assessment, Local Initiatives, Tourism and Marketing, exhibitions, etc and a revision to the management structure. In addition, the service has set a modest income target to offset part of the core budget.

4.2.8 **Planning Services Enforcement Reconfiguration - £15,000**

An opportunity has arisen to reconfigure the way in which planning enforcement is carried out as a consequence of a request for voluntary redundancy. This will require the duties of the current planning enforcement officer to be redistributed to another member or the planning service within the arboricultural team allowing for a partial saving from the enforcement officer post to be achieved.

4.3 **Impact**

4.3.1 The above proposals will potentially have the following impacts:-

- Direct impact to service users, either through the closure of community centres, the closure of some community centres or the reduction in the opening hours.
- Direct impact upon service users in the event that there are changes to library opening hours, or closures to any of the branches.
- Direct impact on the service users by weakening of the front line services in the case of Libraries and Community Centres, economic regeneration and tourism, planning enforcement and arboricultural services
- In terms of Housing Services and economic regeneration, by switching to income based projections to offset revenue budgets, there will be added pressures placed upon an already stretched workforce to generate income.

5. **OPTIONS ANALYSIS**

5.1 A variety of options have been considered across all of the service areas within the Division, including the following:-

- Reducing staffing levels to only provide statutory services, however, this would prevent the Council from delivering on socio-economic wellbeing for its residents.
- Ceasing or reducing the delivery of services. This would specifically affect the Council's ability to deliver on key policy areas, weakening outcomes which can be achieved.

- Reducing Management capacity, at the strategic management level both within and across the two Divisions within the Department. This will affect management capacity, resilience and potentially effectiveness.
- Outsourcing key services. No obvious beneficial efficiencies have been identified with this option.

6. RISK IMPLICATIONS

- 6.1 Using reserves to contribute towards the savings target is not sustainable and only delays the savings until 2017/18. This has been implemented in the hope that additional income will be generated from schemes currently being developed e.g. Wind Turbines. There is a risk that this income will not be received and alternate savings will need to be identified in 2017/18.
- 6.2 There are a number of risks implicit in the delivery of any package of savings in the magnitude of those being proposed across the Department and it is important to highlight these clearly as part of the decision making process.
- Reduced staff morale. Where restructuring or reducing budgets has a continuing impact as the level of staff left to deliver services, it is essential to engage fully with those staff in order services are delivered in an effective and efficient way.
 - Reduced operational budgets can lead to a reduced ability to deliver key targets, outputs and outcomes.
 - Reputational damage for the Council. With the continued reduction in budgets and the ability to deliver frontline services through reduced staffing capacity, there is a real danger the Council's reputation will suffer. There may be an increase in the number of complaints or a reduction in the level of customer satisfaction.
- 6.3 There are risks associated with introducing a salary abatement target:
- limited number of vacancies during the year and/or vacancies are filled immediately
 - incremental drift and vacancies have previously allowed some in year flexibility within departmental budgets, offsetting budget pressures elsewhere within the budget and meeting urgent need

7. FINANCIAL CONSIDERATION

- 7.1 The proposals deliver the following savings options

| Service | Proposed Savings |
|---------------------|------------------|
| Departmental | |
| Salary Abatement | £111,000 |
| Support Services | £50,000 |

| | |
|---|-------------------|
| Use of Departmental Reserves | £157,000 |
| Neighbourhood Services Committee | £595,000 |
| Sub Total | £913,000 |
| Housing Services Income Generation | £50,000 |
| Library Services Review | £90,000 |
| Planning Services – Enforcement Reconfiguration | £15,000 |
| Economic Regeneration - Various | £113,000 |
| Total Regeneration Services | £268,000 |
| Grand Total for Department | £1,181,000 |

7.2 An impact Assessment has been undertaken and is attached at **Appendix A**

8. RECOMMENDATIONS

8.1 That Members note the content of the report and formulate a response to be presented to the Finance and Policy Committee on 13th October 2014 as part of the Council's overall budget considerations for 2015/16.

9. STAFF CONSIDERATIONS

9.1 Initially informal communication will be undertaken with Trade Unions and staff regarding the staffing implications as a consequence of these proposals being accepted. Formal consultation with staff and Unions in line with Council policies.

10. CONTRACT OFFICER

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APPENDIX A

Impact Assessment Form

| Department | Division | Section | Owner/Officer |
|--|--|------------|---------------|
| Regeneration and Neighbourhoods | Regeneration | All | Damien Wilson |
| Service, policy, practice being reviewed/changed or planned | <ul style="list-style-type: none"> • Planning Services • Heritage and Countryside • Economic Regeneration Working Solutions • Housing Services • Estates & Regeneration • Adult Education-Learning and Skills • Building Control • Culture and Information | | |
| Why are you making the change? | The need to change is partly financially driven but also to respond to changes in demands from customers and at the same time provide services in a more efficient manner including income generation to support service delivery. | | |
| How might this impact (positively/negatively) on people who share protected characteristics? | | | |
| Please tick | | POSITIVELY | NEGATIVELY |
| Age | | ✓ | |
| Housing will be providing a broader service including enhanced IAG for disadvantaged residents. There are no significant negative impacts on Culture and information clients. | | | |
| Disability | | ✓ | |
| Housing will be providing a broader service including enhanced IAG for disadvantaged residents. There are no significant negative impacts on Culture and information clients. | | | |
| Gender Re-assignment | | ✓ | |
| Housing will be providing a broader service including enhanced IAG for disadvantaged residents. There are no significant negative impacts on Culture and information clients. | | | |
| Race | | ✓ | |
| Housing will be providing a broader service including enhanced IAG for disadvantaged residents. There are no significant negative impacts on Culture and information clients. | | | |
| Religion | | ✓ | |
| Housing will be providing a broader service including enhanced IAG for disadvantaged residents. There are no significant negative impacts on Culture and information clients. | | | |

| | | |
|---|--|--|
| <i>Please describe...</i> | | |
| Gender | ✓ | |
| <p><i>Housing will be providing a broader service including enhanced IAG for disadvantaged residents.</i></p> <p><i>There are no significant negative impacts on Culture and information clients</i></p> | | |
| Sexual Orientation | ✓ | |
| <p><i>Housing will be providing a broader service including enhanced IAG for disadvantaged residents.</i></p> | | |
| Marriage & Civil Partnership | ✓ | |
| <p><i>Housing will be providing a broader service including enhanced IAG for disadvantaged residents.</i></p> <p><i>There are no significant negative impacts on Culture and information clients.</i></p> | | |
| Pregnancy & Maternity | ✓ | |
| <p><i>Housing will be providing a broader service including enhanced IAG for disadvantaged residents.</i></p> <p><i>There are no significant negative impacts on Culture and information clients.</i></p> | | |
| Has there been consultation /is consultation planned with people who will be affected by this policy? How has this affected your decision making? | <p>A broad range of consultation has taken place with service users, community and voluntary sector groups, local organisations, schools, Housing partners, community and voluntary sector groups, resident groups and end users etc.</p> <p>In addition socio economic data has been analysed for potential future trends and includes the Tees Valley statistical information, Economic Regeneration Quarterly Performance Indicators and various strategies including the Master Plan, Economic Regeneration Strategy and the Housing Strategy.</p> | |
| As a result of your decision how can you mitigate negative/maximise positive outcomes and foster good relationships? | <p>In terms of Housing, the proposals will not adversely affect customers and the development of a rental stream will actually support Housing to provide a broader range of services including advice and guidance for disadvantaged residents of all characteristics.</p> <p>The services provided by libraries and community centres will be streamlined but will provide a full range of services during the periods of most demand. In addition income generation from activities such as room hire and provision of refreshments will assist in running a comprehensive service.</p> | |
| Describe how you will address and monitor the impact | <p>1. No Impact - No Major Change</p> <p>Whilst it is anticipated that there will be a positive impact for Housing and a largely neutral impact for Culture and Information the effects the proposed changes will have will be monitored by the appropriate managers and front line staff in conjunction with partners and service users and where necessary service adjustments will be introduced. The impact on staff will also be monitored and adjustments introduced if appropriate.</p> | |

| | | | |
|--------------------|------------|--------------------------------------|----------|
| | | 2. Adjust/Change Policy | |
| | | n/a | |
| | | 3. Adverse Impact but Continue as is | |
| | | n/a | |
| | | 4. Stop/Remove Policy/Proposal | |
| | | n/a | |
| Initial Assessment | 1/06/2015 | Reviewed | 6/7/2015 |
| Completed | 17/06/2015 | Published | TBC |

REGENERATION SERVICES COMMITTEE

28th August 2015



Report of: Assistant Director (Regeneration)

**Subject: SEATON CAREW MASTERPLAN SUPPLEMENTARY
PLANNING DOCUMENT**

1. TYPE OF DECISION/APPLICABLE CATEGORY

1.1 Budget and Policy Framework.

2. PURPOSE OF REPORT

2.1 The purpose of the report is to seek endorsement of the Seaton Carew Masterplan Supplementary Planning Document (SPD) (see **Appendix 1**) from the Regeneration Services Committee and to request permission to submit the SPD to Full Council for adoption.

3. BACKGROUND

- 3.1 As reported to the Regeneration Services Committee on the 12th March 2015, the regeneration of Seaton Carew has been identified as one of the key priorities within the Hartlepool Vision.
- 3.2 The aim is to prioritise investment and regeneration to support the resort's natural and historical assets of the sea, beach and promenade, which provide a free, easily accessible attraction for everyone.
- 3.3 Seaton Carew is a valuable visitor/tourism asset for Hartlepool. Along with the Hartlepool Maritime Experience, Marina, Navigation Point and the Headland it contributes to Hartlepool's overall visitor offer which has an economic value of £143m and supports over 2,000 jobs in the local area. (STEAM 2013).
- 3.4 The visitor economy is an important sector in the local economy alongside the high value engineering and manufacturing sectors and provides opportunities for the economic growth of the town.

- 3.5 There has been a long history of business and community involvement in developing the regeneration proposals for Seaton Carew which have always received significant support from residents, businesses and visitors.
- 3.6 Initially greater footfall needs to be encouraged to support local businesses through improvements and enhancements to the public realm to emphasise the quality of the beach and promenade.

4. SUPPLEMENTARY PLANNING DOCUMENT

- 4.1 The purpose of the Seaton Carew Masterplan Supplementary Planning Document (SPD) is to support the policies of the Hartlepool Local Plan and to provide further, more detailed, guidance setting out the parameters of the development principles in order to achieve the proper development and regeneration of Seaton Carew.
- 4.2 The Masterplan helps guide potential investors by providing the broad planning and design principles for the area as well as representing the thoughts and aspirations of the community. It identifies those areas that can be developed and what type of development is acceptable.
- 4.3 The SPD has been prepared in accordance with relevant national guidance set out in the National Planning Policy Framework (NPPF).
- 4.4 A public consultation on the draft Seaton Carew Masterplan SPD was approved by the Regeneration Services Committee on the 12th March 2015. The consultation was held for 8 weeks between 23rd March 2015 and 15th May 2015.
- Copies of the SPD and questionnaires were available in Seaton Carew Library, Hartlepool Central Library and the reception at Hartlepool Civic Centre.
 - Letters were hand delivered to all businesses at the Front in Seaton Carew, Seaton Reach and the Elizabeth Way shops.
 - The questionnaire was sent to the Hartlepool Online Panel and details of the consultation appeared in Hartlepool Borough Council's Newsline publication which is circulated to all staff.
 - A web page and electronic questionnaire was available on the Council's website at www.hartlepool.gov.uk/seatonspd.
 - A Press release was sent out by Hartlepool Borough Council's Public Relations Team (Press release PRO36367)
 - Articles appeared in the Hartlepool Mail on 25th March 2015 and April 3rd 2015 and the Northern Echo on the 25th March 2015.
- 4.5 A total of 378 questionnaire responses were received from businesses and residents. There were also a number of detailed responses from statutory consultees.

4.6 Details of the comments received and Hartlepool Borough Council's response can be found in the attached Consultation Statement (See **Appendix 2**).

4.7 The main changes and amendments to the SPD as a result of the consultation include:

- Reflecting concern about the adverse impact caused by the Longscar Building.
- Strengthening the section on Conservation to respond to the need to preserve and enhance the Conservation Area to allow it to be removed from the Heritage at Risk Register.
- Reflecting the need for and benefits of "Constructive Conservation"
- Including references to biodiversity enhancement and habitat creation.
- Recognising the importance of Bathing Water Quality to Seaton Carew.
- Inserting references to Sewerage, flooding, water quality and land contamination.
- The Masterplan has been revised to ensure that the plans contribute to the openness of The Front and respect and enhance the character and appearance of the Conservation Area.
- The Planning Obligations have been updated to include heritage and improvements to the ecological conditions of the plan area.

5. HABITAT REGULATIONS ASSESEMENT

5.1 A Habitats Regulations Assessment (HRA) of the Seaton Carew Masterplan Supplementary Planning Document, under the Conservation of Habitats and Species Regulations 2010 (Habitats Regulations), has been completed. The HRA can be found within **Appendix 3**.

5.2 The Seaton Carew Masterplan has been considered in terms of its likely impact on the European site of Teesmouth & Cleveland Coast Special Protection Area (SPA)/ Ramsar site. It is considered that most of the potential effects of the proposed new dwellings can be suitably controlled through the planning process.

5.3 The parameters for the potential increase in disturbance due to additional recreational events have been calculated and even under a worst-case scenario, the increase in disturbance is considered to be *de minimus* in terms of its effect on the interest features of the Special Protection Area.

5.4 Natural England have been consulted and do not have any significant concerns with the HRA.

6. RISK IMPLICATIONS:

6.1 The approval and adoption of the Seaton Carew Masterplan as a Supplementary Planning Document will assist in addressing and controlling

development that would otherwise not be in line with the Council's desired regeneration principles and which would otherwise cause harm or not preserve or enhance the Conservation Area.

7. FINANCIAL CONSIDERATIONS

- 7.1 There are no financial considerations as a result of this report. A separate report will be presented to the Finance and Policy Committee in September for the final consideration and endorsement of the Seaton Carew Masterplan before implementation. The Finance and Policy Report will detail the costs of the scheme.

8. LEGAL CONSIDERATIONS

- 8.1 Endorsement of the Seaton Carew Masterplan will enable Full Council in turn to consider its adoption as a Supplementary Planning Document. If adopted the SPD will sit within the Local Development Framework and will be a material Planning consideration to be taken into account in the determination of planning applications. It will also represent and reflect the Council's objectives in respect of the Masterplan area, including The Front in the context of the Council's current proposals to acquire the Longscar Building.

9. EQUALITY AND DIVERSITY CONSIDERATIONS

- 9.1 There are no equality and diversity considerations in relation to the Seaton Carew Masterplan Supplementary Planning document. The aim is to regenerate Seaton Carew for the benefit of all.

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

- 10.1 Hartlepool Borough Council recognises that Community Safety affects all our lives, people, communities and organisations. People need to feel safe and this means developing stronger, confident and more cohesive communities. Community Safety includes reducing crime and disorder and tackling anti-social behaviour, offending and re-offending, domestic abuse, drug and alcohol abuse, promoting fire safety, road safety and public protection. This policy contributes towards this by ensuring a high quality of development in Seaton Carew that will reduce the opportunity for crime and anti-social behaviour.

11. RECOMMENDATIONS

- 11.1 The Regeneration Services Committee is requested to
- Endorse the Seaton Carew Masterplan Supplementary Planning Document (SPD) and approve the document for submission to Full Council for adoption.

12. REASONS FOR RECOMMENDATIONS

The Seaton Carew Masterplan Supplementary Planning Document (SPD) needs to be adopted to form part of the Local Development Framework and provides further, more detailed, in order to achieve the proper development and regeneration of Seaton Carew.

13. BACKGROUND PAPERS

- 13.1 There are no background papers.

14. CONTACT OFFICER

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| Department | Division | Section | Owner/Officer | |
|--|---|---|-----------------------------|--|
| Regeneration and Neighbourhoods | Regeneration | Estates and Regeneration | Rob Smith | |
| Function/Service | Seaton Carew Masterplan Supplementary Planning Document | | | |
| Information Available | Seaton Carew Supplementary Planning Document | | | |
| Relevance | Age | | | |
| Identify which strands are relevant or may be affected by what you are reviewing or changing | Disability | | X | |
| | Gender Re-assignment | | | |
| | Race | | | |
| | Religion | | | |
| | Gender | | | |
| | Sexual Orientation | | | |
| | Marriage & Civil Partnership | | | |
| | Pregnancy & Maternity | | | |
| | Information Gaps | There are no gaps in information. | | |
| | What is the Impact | There is no impact on equality/diversity | | |
| | Addressing the impact | 1. No Impact- No Major Change - It is clear that there is no potential for discrimination or adverse impact on the above Protected Characteristics. All opportunities to promote Equality have been taken and no further analysis or action is required. | | |
| | Actions | | | |
| | N/a | | | |
| Action identified | Responsible Officer | By When | How will this be evaluated? | |
| | | | | |
| | | | | |
| | | | | |

| | |
|--|----------|
| Date sent to Equality Rep for publishing | 00/00/00 |
| Date Published | 00/00/00 |
| Date Assessment Carried out | 00/00/00 |

Seaton Carew Masterplan Supplementary Planning Document

1. Introduction and Context
 2. Aims and Priorities
 3. Complementary Projects
 4. Location
 5. Historical Context
 6. Natural Environment
 7. Seaside Resort Policy Background
 8. Hartlepool Local Development Framework
 9. Planning Obligations
 10. Masterplan Area (SPD)
 11. Analysis
 12. History of the Conservation Area
 13. Public Consultation
 14. Issues
 15. Opportunities
 16. Land Ownership
 17. Development and Design Principles- The Front
 18. Development and Design Principles-Seaton Carew Bus Station
 19. Development and Design Principles-Former Fairground Site
 20. Development and Design Principles-Seaton Carew Park
 21. Coronation Drive
 22. Bathing Water and Water Quality
 23. Biodiversity Enhancement and Habitat Creation
 24. Seaton Carew Masterplan Proposals
- Appendix 1: Seaton Carew Masterplan
- Appendix 2: Coronation Drive Playbuilder Masterplan
- Appendix 3: Sewerage, flooding, water quality and land contamination
- Appendix 4: Seaton Celebrates Consultation Results

1. Introduction and Context

- 1.1 Seaton Carew is a popular tourist destination, and its natural and historical assets are valued by residents and visitors alike. Seaton Carew's primary assets of the sea, beach and promenade provide a free, easily accessible attraction for everyone. There is a need to prioritise investment and regeneration in Seaton Carew to support existing businesses and complement and build upon its assets.
- 1.2 The regeneration and continued development of Seaton Carew as a visitor destination is a Council priority and a planned regeneration approach has been agreed by the Council to deliver those priorities. The Hartlepool Vision¹ sets out the Council's aspiration for the area.
- 1.3 The purpose of the Seaton Carew Masterplan Supplementary Planning Document (SPD) is to support the policies of the Hartlepool Local Plan and to provide further, more detailed, guidance setting out the parameters and development principles to achieve the most appropriate development and sustainable regeneration of Seaton Carew.
- 1.4 The Seaton Carew Masterplan is a Supplementary Planning Document which forms part of the Hartlepool Local Plan and is a material consideration when determining planning applications in this area.
- 1.5 The Seaton Carew Masterplan SPD helps guide potential investors by providing the broad planning and design principles for the area as well as representing the thoughts and aspirations of the community. It identifies those areas that can be developed, what type of development is acceptable and when it should happen.

¹ www.destinationhartlepool.co.uk

2. **Aims and priorities:**

2.1 The three aims of the Seaton Carew Masterplan are;

- To develop a clean, family friendly environment;
- To enhance public amenities, space and facilities for visitors and residents; and
- To support the economic vibrancy of the area.

2.2 Seaton Carew is a key tourism asset within the Borough of Hartlepool. Regeneration of the sea front area called 'The Front' and other areas within Seaton Carew is required to continue the economic revival of Hartlepool.

2.3 Hartlepool Borough Council (HBC) has significant land holdings in the area. These assets have been used to secure funding in order to deliver the following key priorities based on the following themes:

Built and natural environment

- Forming a new focal point for Seaton Carew's visitor offer;
- Creating high quality public spaces and play provision that will broaden the visitor appeal of Seaton Carew;
- Ensuring that development complements the heritage of Seaton Carew through the implementation of strong urban design principles from the outset including the principles of sustainable construction;
- Ensuring that any housing delivered meets the design standards set out in the Local Plan or relevant SPD, providing appropriate levels of affordable housing for local people;
- Protecting and enhancing the heritage assets of Seaton Carew, and in particular the Seaton Carew Conservation Area through conservation-led regeneration built on heritage and tradition;
- Protecting and enhancing the natural environment;

Economy

- Strengthening employment, skills and training by creating opportunities in the town for local people through appropriate development:

Tourism and visitor facilities

- Strengthening Seaton Carew's image as a destination and promoting the town's visitor offer;
- Seeking to achieve the principles of the Bathing Water Directive and maintain and improve Bathing Water Quality;
- Ensuring adequate provision/improvement of public/community facilities and buildings within Seaton Carew;

Connectivity and transport

- Encouraging sustainable transport to Seaton Carew;
- Improving the visual approaches into Seaton Carew;
- Improving permeability and accessibility;

- Improving the amenity and functionality of The Front for both residents and visitors.

3. Complementary Projects

- 3.1 There are a number of major projects which have recently been developed in and around Seaton Carew. This complementary development has contributed to the delivery of the Masterplan:
- 3.2 *Seaton Carew Sports Domes* – A flagship £7m leisure facility recently developed at the southern end of Seaton Carew is a private sector sports complex that provides facilities for five aside, mini golf, golf driving range, putting course, gym and conference facility within the Mayfair Centre.

Photograph 1: *Seaton Carew Sports Domes*



- 3.3 *Play Builder* – £136k has been invested in Seaton Carew delivering new play facilities for young people. There are plans to deliver further phases of play facilities along the Promenade between Seaton Carew and Newburn Bridge as and when resources become available. (See **Appendix 2**).
- 3.4 *Sea Defence Improvements* – A key stretch of the existing sea defences in the heart of Seaton Carew has been upgraded and improved to provide enhanced coastal flood protection. This £2.2m investment delivered by Hartlepool Borough Council is a key part of the Seaton Carew Masterplan

area and integral to the delivery of some of the development sites within the Masterplan.

4. Location

- 4.1 Seaton Carew is located on the Coast approximately 2 miles South of the main settlement of Hartlepool. (See **Figure 1**). Seaton Carew boasts good road transport links to Hartlepool and with the surrounding road network via the A178 trunk road. In addition to road and rail connections Seaton Carew enjoys strong pedestrian and cycle links to Hartlepool along the Coastal Path and the Sustrans cycle trail. There are three main bus routes, linking Seaton Carew with central Hartlepool and with south Hartlepool and settlements further afield.
- 4.2 The maritime town of Hartlepool is one of the top visitor destinations in the North East of England. The town has seen major investment in its facilities and attractions. As a result of this support, the town has experienced transformational changes headlined by the redevelopment of a large area of former dockland and the creation of the largest Marina on the north east coast between Hull and Edinburgh. Hartlepool boasts a wide range of shopping, tourist and leisure facilities, including the Hartlepool Maritime Experience, Hartlepool Art Gallery, Middleton Shopping Centre, Navigation Point, Seaton Carew and the Historic Headland.
- 4.3 Hartlepool is well serviced by road and rail with easy access to the A19 and A1(M), approximately 5 and 12 miles to the west respectively (See **Figure 1**). Hartlepool has a direct rail link to London, and both Hartlepool and Seaton Carew have a direct rail service to Billingham and Middlesbrough to the south and Sunderland and Newcastle to the north.

Figure 1: Location of Seaton Carew



5. Historical context

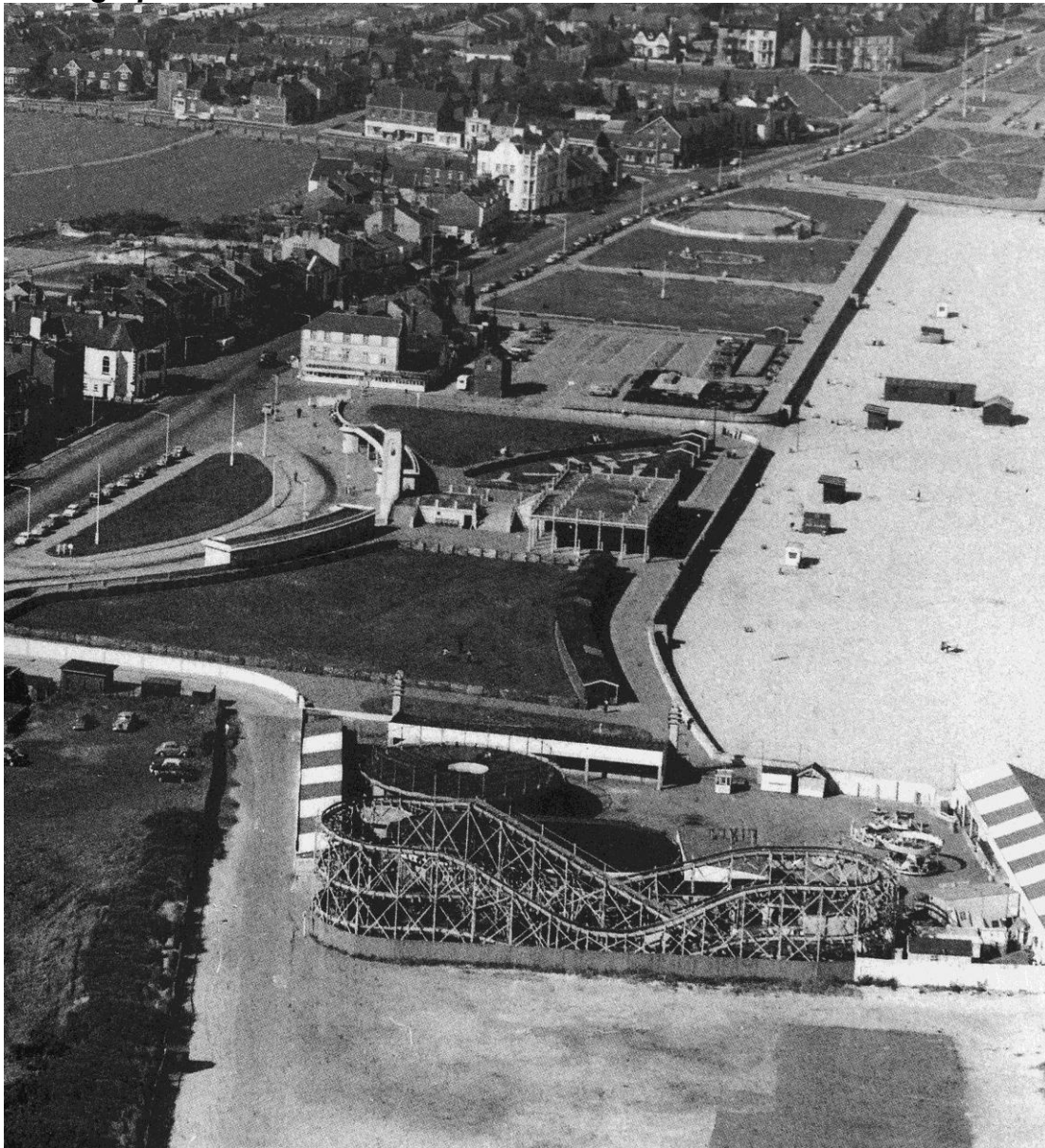
- 5.1 Situated on the southern edge of the town of Hartlepool, the seaside resort settlement of Seaton Carew has existed since at least the 12th century. Throughout medieval times, its inhabitants were predominantly employed in fisheries, agriculture and salt-panning.
- 5.2 In the late 18th and early 19th century, Seaton Carew became a popular holiday destination particularly for wealthy Quakers from Darlington and other nobility and gentry. Meeting the demand for accommodation, a number of high quality hotels and boarding houses were built along The Front, Church Street and The Green. With the arrival of the railway in the 1840s, the resort took on a more popular appeal with day trippers from County Durham and Teesside.
- 5.3 Although the beaches were closed throughout World War II, visitors from Teesside and the County Durham mining communities returned after the

war and Seaton Carew continued to have busy summer seasons throughout the 1950s.

- 5.4 In recent decades the interest in Seaton Carew's attractions has waned with the advent of cheap package holidays abroad. Revenue generated by tourism in the Seaton Carew area therefore diminished. Although the resort remains popular for day trippers, Seaton Carew has increasingly taken on the character of a commuter settlement for those working in the larger local towns, with housing development taking place between the older part of the settlement and the railway station.
- 5.5 The history of the area therefore provides an explanation of the physical development of the settlement. The 18th century period of development produced much of the informal layout of the buildings around The Green and Green Terrace. Many of these buildings were constructed in random stonework with clay pantile and a unselfconscious external appearance influenced by local needs.
- 5.6 The second main phase of physical development was in the 19th century when access was improved by roads and railways which was later supplemented by a tram service in the early 20th century supporting the expansion of visitor numbers. This period produced its own set of buildings; consciously designed residential villas such as the Staincliffe (now a hotel), The Cliff and the rest of The Green. The additional visitors also resulted in the construction of hotels (Seaton Hotel and the Seven Stars (now the Marine). All these buildings, unlike the earliest phase of Seaton Carew, have a designed appearance with strong vertical emphasis and the display of more self conscious architectural ideas imported from beyond Seaton Carew. The materials used are brickwork (often with decorative render), slate roofs with elaborate detailed decoration in the form of balconies, porches and towers.
- 5.7 The final main historical phase of physical development in Seaton Carew in the early 20th century was characterised by the reinforcement of its role as a seaside resort with the creation of the Bus Station and the north and south shelters, which are both now demolished. All were constructed in reinforced concrete in the Art Deco style of the 1930s.
- 5.8 A formal promenade was established over a number of years. It was introduced at the Southern end of Seaton Carew in the 1870's and eventually finished at the northern end of the area with the completion of the Esplanade in 1905.
- 5.9 The improving transport access which accelerated with the introduction of the tram service in 1902 was the major factor in the late 20th century development patterns including the conversion of the agricultural land to the west of Seaton Carew to a residential suburban character, which continued through the century.

5.10 Although Seaton Carew is a Victorian era resort it is now characterised by its low key leisure and recreation offer in comparison to other resorts.

Photograph 2: Seaton Carew Circa 1960



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6. Natural Environment

- 6.1 The coast fronting Seaton Carew is of considerable importance in terms of its ecology and geomorphology.
- 6.2 At the northern end of Carr House Sands is the Hartlepool Submerged Forest SSSI. This is an area of peat and preserved tree trunks from around 5,000 years bc. The SSSI designation extends from just north of Newburn Bridge to Long Scar rocks but the peat deposits themselves extend to the railway line in the west and south west of Long Scar rocks.

The “Forest” is usually covered with a thin layer of sand which is only occasionally exposed.

Photograph 3: Hartlepool Submerged Forest



- 6.3 Long Scar & Little Scar rocks are designated as a Local Geological Site. They are designated on account of the exposure of red Sherwood Sandstones from the Triassic, but ongoing research indicates that they might form the junction of the Triassic rocks with the earlier Permian Limestone, which would increase their importance if this proved to be the case.
- 6.4 Carr House Sands is part of the West Harbour and Carr House Sands Local Wildlife Site. This is designated because it supports good numbers of birds, in particular species that are associated with the Special Protection Area. The designation extends to the southern extent of Little Scar rocks.
- 6.5 An area of Coronation Drive, immediately north of Warrior Park Drive has recently been found to meet the criteria for designation as a Local Wildlife Site based on its diverse flora. However it has not been formerly designated as yet.
- 6.6 Seaton Dunes and Common SSSI is immediately south of the Seaton Carew Masterplan area. The designated area includes the foreshore from

the Pumping Station to Seaton Channel as well as the dunes and common themselves. The dunes form an important coastal defence feature and are vulnerable to excessive trampling, particularly on the seaward side.

- 6.7 Seaton Dunes and Common SSSI forms part of the wider Teesmouth & Cleveland Coast SPA / Ramsar which is an internationally important site, designated for the birds that it supports. The Seaton Carew Masterplan has been the subject of a Habitats Regulations Assessment (HRA) to ascertain whether it would have a significant effect on the site. Various factors resulting from the Masterplan were considered and the most notable was the potential for an increase in recreational activity as a result of the plan to increase disturbance to the birds for which the SPA/Ramsar is designated. Mitigation measures that could form part of the Masterplan are considered within the HRA.
- 6.8 Seaton Carew also has designated bathing waters which are an important natural asset for the regeneration and economic revival of the area. These waters are Protected Areas used by a large number of bathers and designated under the Bathing Water Directive. The overall aim of the Directive is to safeguard public health and ensure clean bathing waters.
- 6.9 There are three designated Bathing Waters in Seaton Carew which face the whole of the sea front regeneration area (Seaton Carew North, Seaton Carew Centre and Seaton Carew North Gare). Consideration will be given to the impact of any proposed development on bathing water quality as it is known that failure to do so may impact significantly on tourism and the wider regeneration of Seaton Carew.
- 6.10 Although certain of these natural environment features have the potential to act as a constraint on the Masterplan, they could also be seen as useful assets which enhance the importance of Seaton Carew.
- 6.11 Interpretation to highlight these features could add to the tourist appeal and could also act as mitigation to minimise any potential adverse effects, such as disturbance. Further consideration will be given to the potential for a "Virtual Visitor Centre" i.e. an interactive portal that enables people to link to the natural and heritage features in the wider Hartlepool area. This would, of course, be dependent on there being a suitable facility within Seaton Carew to host it.

7. Seaside Resort Policy Background

- 7.1 The much documented decline of British seaside resorts during last century and the rise of more affordable overseas travel has created a range of economic challenges for coastal resorts and towns. These places however still have a role to play in the tourism offer which in turn is an important part of the UK economy. In 2009 tourism represented a £115.4bn contribution to the economy which equates to 8.9% of GDP.

- 7.2 Recent national policy documents have therefore emphasised the importance of supporting coastal towns and resorts. Coastal areas around the country, although diverse, do share a set of key challenges including physical isolation, deprivation, declining investment and inward migration of older people. The government's view is that while these characteristics are not unique to coastal towns the combination of these issues together with the environmental challenges of coastal towns means that they do require specific focus. Policy includes the English Heritage/CABE report 'Shifting Sands'² that focused on the need to regenerate seaside resorts with high quality buildings and public spaces and the Select Committee Inquiry into Coastal Towns³.
- 7.3 The Shifting Sands report makes a number of recommendations for the regeneration of seaside resorts. The report identified that one of the charms of the English seaside resorts has been the broad base of their appeal. It is important to raise the quality of such areas without losing the character. The importance of using heritage as part of a regeneration strategy is highlighted alongside the need to raise the quality of open spaces. The report identifies that the aim must be to produce effective regeneration for people living within the seaside resorts. It is proposed that places where people want to live and work are likely to be places that people want to visit.
- 7.4 The Select Committee Enquiry identifies the critical importance of the economic regeneration of seaside resorts and the significant role that tourism plays therefore underlining the need to support this sector.
- 7.5 The historic environment can contribute significantly to the health and wellbeing agenda. The North East Historic Environment Forum in its Heritage Counts report 2014⁴ identifies that visiting heritage can improve people's wellbeing. The amount of money which provides the same impact on wellbeing as visiting heritage overall is calculated at £1,646 per person per year. The historic environment has a role to play in shaping distinctive, vibrant, prosperous places. Heritage led regeneration also plays a key role in economic development, creating special places in which to live, work and visit. Heritage is also an important factor for people when choosing where to visit.
- 7.6 Government responses have resulted in focused regeneration funding aimed at coastal and seaside towns including Seachange and the Coastal Communities Fund. The limited size and availability of this funding has meant that in addition to national policy support, more proactive local solutions are also required to address the issues facing coastal towns such as Hartlepool and Seaton Carew.

² Shifting Sands:

<http://webarchive.nationalarchives.gov.uk/20110118095356/http://www.cabe.org.uk/files/shifting-sands.pdf>

³ Coastal Towns: www.publications.parliament.uk/pa/cm200607/cmselect/cmcomloc/351/351.pdf

⁴ Heritage Counts 2014 www.heritagecounts.org.uk

- 7.7 The Government has recently committed to supporting Coastal Communities and has recently put in place “Coastal Community Teams⁵” to bring together local authorities, businesses, charities and communities to work together to tackle the issues facing these areas. Seaton Carew has a designated Coastal Community Team.
- 7.8 The Government also recognizes the role of heritage and the important role it plays in the regeneration, economic growth and job creation of seaside resorts and has recently launched the Coastal Revival Fund⁶ to make use of heritage assets to provide both community and economic benefits.
- 7.9 Hartlepool Borough Council is committed to bringing forward the regeneration of Seaton Carew through utilising its own assets and land holdings. The Masterplan links together a number of Hartlepool Borough Council owned sites that will be brought to market and developed in a coordinated way with revenue from the sale of the land and from elements of Section 106 Legal Agreements being reinvested in the regeneration works at Seaton Carew.

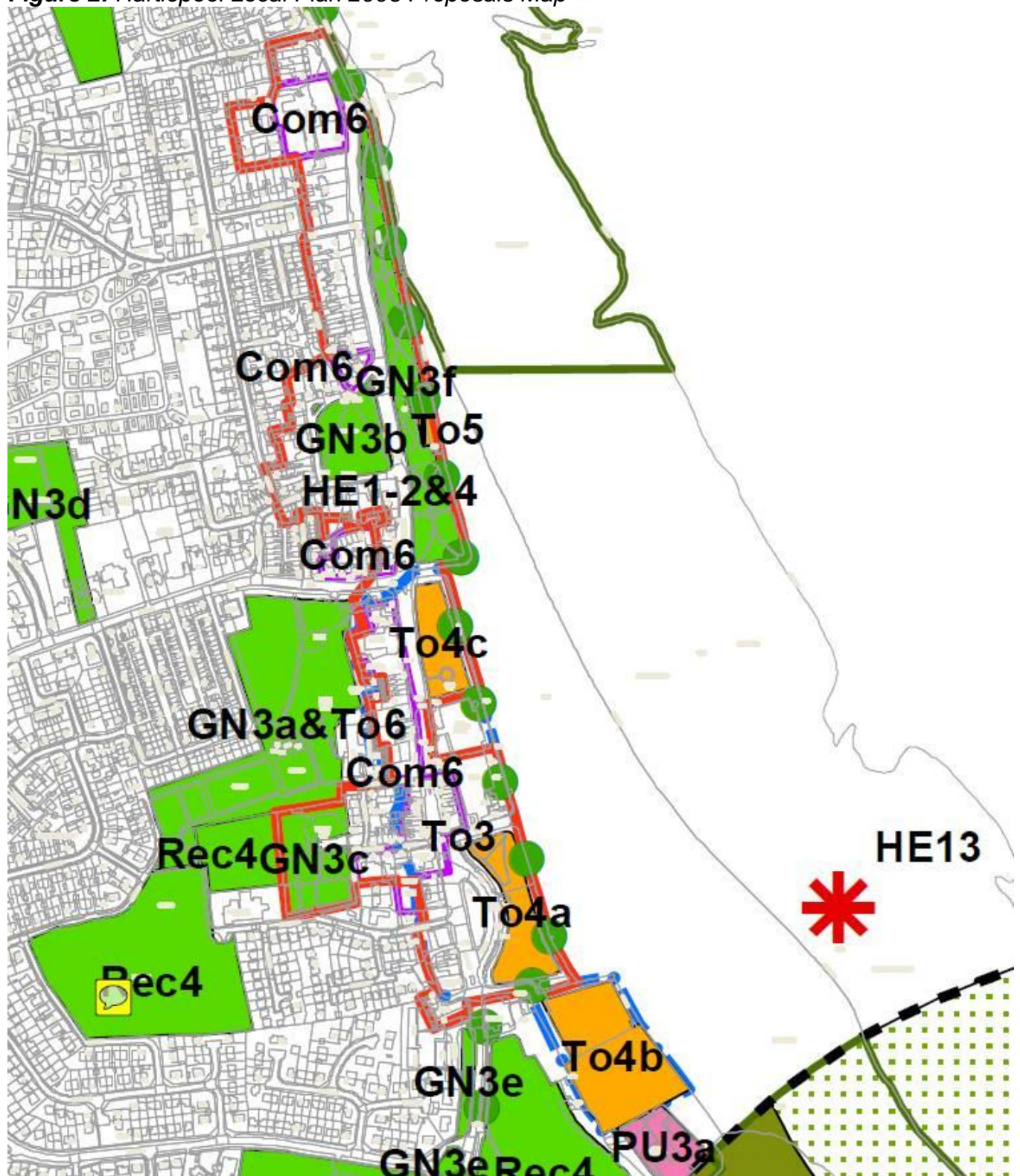
8. Hartlepool Local Development Framework

- 8.1 The Seaton Carew Masterplan sits within the Hartlepool Local Development Framework (LDF). The Hartlepool Development Plan comprises a number of documents. These documents known as Development Plan Documents (DPDs) form the Statutory Development Plan for Hartlepool. They are supported by a range of Supplementary Planning Documents (SPD's) which help to give further advice and information to guide development. The SPD's currently endorsed are:
- Transport and Travel Plans SPD (January 2010)
 - Hartlepool Green Infrastructure SPD (February 2014)
 - Hartlepool Green Infrastructure SPD Action Plan (February 2014)
 - Shop Front and Commercial Frontages Design Guide SPD (December 2014)
 - Trees and Development SPD (June 2013)
- 8.2 The Local Plan is the Key Development Plan document within the Local Development Framework setting out the spatial vision, strategic objectives and land allocations for Hartlepool.

⁵ <https://www.gov.uk/government/news/coastal-community-teams-to-take-control-of-seaside-regeneration>

⁶ <https://www.gov.uk/government/publications/coastal-revival-fund-bidding-prospectus-and-application-form>

Figure 2: Hartlepool Local Plan 2006 Proposals Map



Legend:

- Conservation Areas
- Core Area of Seaton Carew
- Development Sites in Seaton Carew
- Protected Green Spaces & Coastal

- 8.3 **International (SPA/ Ramsar):** The southern boundary of the Masterplan area is immediately adjacent to the internationally important Teesmouth and Cleveland Coast Special Protection Area /RAMSAR site (SPA) and its proximity to the Seaton Carew Masterplan results in the need for a “Habitats Regulations Assessment” to be carried out.
- 8.4 **National (SSSI):** Seaton Dunes and Common Site of Special Scientific Interest (SSSI) lies immediately to the south of the boundary of the Masterplan area. This is one of the constituent SSSIs of the SPA.

Photograph 4: Seaton Dunes



- 8.5 The Hartlepool Submerged Forest SSSI lies approximately 1km north of the boundary of Masterplan area.
- 8.6 **Regional:** The Tees Valley Economic and Regeneration Investment Plan (TVERIP) are guiding investment in Tourism and the wider economy across the sub region. Both documents indicate the role Seaton Carew has in contributing to the visitor economy.
- 8.7 **Local:** There are currently two Local Sites immediately adjacent to the Seaton Carew Masterplan area.
- 8.8 Long Scar and Little Scar rocks are designated as a Local Geological Site on account of the exposure of red Sherwood Sandstones from the Triassic period.

- 8.9 Carr House Sands is part of the West Harbour and Carr House Sands Local Wildlife Site. This is designated because it supports good numbers of birds, in particular species that are associated with the Special Protection Area. The designation extends to the southern extent of Little Scar rocks.
- 8.10 Whilst a new Local Plan is developed a Planning Policy Framework Justification (November 2014) has been produced to show where it is considered that saved policies from the 2006 Local Plan are in conformity with the National Planning Policy Framework. The following policies apply:
- To3 Core Area of Seaton Carew
 - To4 Commercial Developments sites at Seaton Carew
 - Rec 9 Recreational Routes
 - Rec 4 Protection of Outdoor Playing Space
 - WL2 Protection of International Nature Conservation Sites
 - HE1 Protection and Enhancement of Conservation Areas
 - HE2 Environmental Improvements of Conservation Areas
 - HE3 Developments in the Vicinity of Conservation Areas
 - Com 6 Commercial Improvement Areas
 - GN3 Protection of Key Green Space Areas
 - WL2 Protection of Nationally Important Nature Conservation Sites
 - WL3 Enhancement of Sites of Special Scientific Interest
 - WL5 Protection of Local Nature Reserves
 - WL7 Protection of SNCIs, RIGs and Ancient Semi-Natural Woodland
- 8.11 Full details of all of these policies can be found in the “HBC Policy Framework- November 2014” update at www.hartlepool.gov.uk.
- 8.12 The new Local Plan currently being developed will replace the current policies covering Seaton Carew in due course.

9. Planning Obligations

- 9.1 The Local Authority requires Planning Obligations to ensure that developments make a positive contribution to sustainable development by providing social, economic and environmental benefits to the community as a whole. Depending upon the nature of the development the developer may be required to contribute towards Affordable Housing.
- 9.2 Affordable Housing will be required where relevant. The Planning Obligations SPD outlines how the Affordable Housing requirement should be addressed by developers.
- 9.3 In addition to Affordable Housing, the following categories of the Planning Obligations may be required from development proposals:
- Outdoor Sport and Play Facilities
 - Built Sports Facilities
 - Green Infrastructure
 - Highway Infrastructure

- Community Facilities (including Education)
- Training and Employment
- Heritage
- Improvements to enhance the ecological conditions of the plan area, to provide a green link between the coast and community and to mitigate for potential adverse effects on the SPA.

9.4 For further details, please refer to the Planning Obligations SPD or contact a member of the Planning Policy Team on 01429 284084.

10. Masterplan Area (SPD)

10.1 The Seaton Carew Masterplan area covers development sites across the whole settlement as identified in **Figure 3** including:

Figure 3: Seaton Carew Masterplan Sites



11. Analysis

The Front

- 11.1 The Front primarily serves as a recreational space for the residents of Seaton Carew, Hartlepool and for visitors to the area.
- 11.2 The Front includes a paddling pool set alongside a green open space used seasonally by a fairground, a significant disused property (The Longscar Building) which dominates the seaward side of The Front. To the south of this building is a block of mixed used development including resort related retail provision.
- 11.3 The Council intends to improve both the appearance and functionality of The Front through redevelopment including the clearance of the Longscar Building. The property sits in a highly prominent location on the sea front and has been left in a derelict state for a number of years now. The appearance and size of the structure has a detrimental impact on the surrounding Conservation Area. Over the years public consultation events have always identified it as a key issue in the regeneration of the area. This was again evident during the consultation on this SPD. The Council has sought to reach agreement with the owners and will continue to do so. Should it prove necessary for acquisition of the Longscar Building the Council will consider the use of its powers of compulsory purchase in order to facilitate redevelopment and improvement of The Front in accordance with this Masterplan.
- 11.4 Seaton Carew Bus Station is a Grade II Listed building and a prominent feature. The area has significant on and off street parking provision at the Rocket House car park and Sandy car park. The landward side of The Front includes amusement arcades, two pubs, retail units, a cluster of hot food takeaways and residential use. The built up area behind The Front is dominated by residential, guest house and care home uses.
- 11.5 The Front extends to 11.75 acres and is the main visitor focus and commercial area, located on the A178 between Station Lane and the former Fairground site. The area is defined by Seaton Common sand dunes and the former Fairground site to the South, Hartlepool Bay to the east, Seaton Park to the west and Station Lane to the North.
- 11.6 The Front is the focal point for vehicular, cycle and pedestrian movement. The main A178 connects Seaton Carew to Hartlepool and both the road, and promenade run parallel to the sea and dominate the access in and out of the resort. The other key access points to The Front are via Station Lane and to a lesser extent Elizabeth Way.

- 11.7 Tourist and commercial facilities are located on both sides of the A178. There are pedestrian crossings and protected crossing areas however enhancements to facilitate a safer crossing environment are important.
- 11.8 The A178 is also a designated abnormal load route, due to the access required by heavy industries to the south of Seaton Carew, therefore periodic closures and heavy loads do affect the area.

Photograph 5: *Commercial Premises at the Front at Seaton Carew*



Coronation Drive Warrior Drive site

- 11.9 The Coronation Drive site extends to 11.98 acres and consists of a large open site located at the entrance to Seaton Carew when approaching from the north and adjoins an existing residential development site.
- 11.10 The Coronation Drive site is an undeveloped site currently serving as informal recreational space. It is a former industrial site and is known to be contaminated with a significant earth mound to the rear of the site. The area is bounded on three sides by residential use.

Photograph 6: Land at Coronation Drive/Warrior Drive



Former Fairground Site

11.11 This site is currently undeveloped and is visually poor quality.

Photograph 7: Fairground Site Seaton Carew



Seaton Park

11.12 Seaton Park provides formal open space play facilities as well as sport and leisure facilities. Seaton Carew library occupies part of the site.

11.13 Seaton Park is situated within the heart of the settlement and provides an alternative to the beach and sand dunes for users seeking open green space. It is situated close to the sea front and was opened in 1962. The park occupies part of what was the Glebe Farm Estate, which was bought by Hartlepool Borough Council in 1949. The Park has a variety of family play attractions as well as sports and leisure facilities in its boundaries including tennis courts, bowling, playing pitches and changing facilities. Seaton Carew Library is also located in the Park.

11.14 There is an active residents group known as 'Friends of Seaton Park' who have developed a Masterplan for the park in order to deliver the residents aims and aspirations for this public space. This work extends to organising events in the park which complement the existing visitor offer in the area.

Photograph 8: Seaton Park



11.15 The areas are not contiguous, however these sites are interdependent and form the key development areas of the Seaton Carew Masterplan.

12. History of the Conservation Area

Location and Background

- 12.1 Seaton Carew Conservation Area (**See Figure 4**) is located on the coast two miles south of Hartlepool. The Conservation Area was declared in 1969 and subsequently extended in 1976 and 2002. In form the Area consists of a frontage of properties facing out to the North Sea, across a wide expanse of sandy beach (at low tide) with a single road running north south to the front (the A178). This road is divided into two parts at the junction with Station Lane (which comes in from the west) with predominantly residential uses to the north and commercial buildings to the south. A more or less continuous frontage of buildings is formed behind the A178, from Lawson Road in the north to South End at the southern end of the Conservation Area.
- 12.2 This largely continuous frontage is punctuated by The Green, which is a large impressive square of properties set back from The Cliff, and the relatively narrow building-lined Church Street leading up to Holy Trinity Church. The exception to this is a small terrace of properties on the east side of the road at 70 to 79 The Front set with the rear elevations facing the sea. The southern end of the Conservation Area contains a number of listed buildings; including The Marine Hotel, Seaton Hotel and Holy Trinity Church reflecting the quality of the built environment in this area. Just south of this group of buildings is the art deco Seaton Carew Bus Station. The boundary of the Conservation Area skirts tightly around the Longscar Building located north of 70 to 79 The Front.

Photograph 9: *The Norton Hotel- Seaton Carew Conservation Area*



- 12.3 Seaton Carew Conservation Area comprises a number of structures which reflect the settlements early fishing and agricultural origins and its later development as a seaside resort. The earliest buildings are single or two storeys at the most, constructed in random rubble stone, often rendered. Nineteenth century buildings are usually two or three storey, some with traditional gabled dormers to the attic rooms. There are two distinct parts to the Conservation Area which is divided by Seaton Lane. To the north of this the area is predominantly residential and to the south is the commercial centre of Seaton Carew. The significance of the Conservation Area lies in the layout and architectural detailing of the buildings along with the historic interest in the role this seaside area has played in the development of Hartlepool.

History of the Conservation Area

- 12.4 The plan shown in **Figure 5**, dated 1897, illustrates how compact the early settlement of Seaton Carew was concentrated on a narrow strip facing the North Sea. One feature of note from the historic plan is that with the exception of 70 to 79 The Front the sea frontage was clear of buildings. The frontage to the sea was very natural consisting of rough grass and sand dunes bounded by a bird's mouth fence. A more formal promenade layout was introduced to improve the visitor experience over an extended period starting at the southern end of Seaton Carew in the 1870's and eventually completed with the formation of the Esplanade at the northern end in 1905.

Figure 5: Seaton Carew in 1897



- 12.5 The introduction of the promenade created a more formal access adjacent to the sea front. It did not lead to commercial development per se. The open spaces fronting the sea front became somewhat more formalised with mowed grassed areas bounded with pathways, and benches were installed to allow visitors to pause and admire the views. The development that did take place was of a municipal nature with the provision of the bus station and the North Shelter. With the exception of these structures this part of the Conservation Area remained open and free of obstructions.
- 12.6 The short terrace of 70 to 79 The Front are unassuming low rise buildings, in contrast to those which stand directly opposite. There is not a uniform design to the terrace and it has clearly grown incrementally over a number of years but most are two storey, some with bays to the front and others with shop fronts. Upper floors also have additional bays in some cases but in most sash style windows. The exception to this is 79 The Front which punctuates the end of the terrace rising to three stories, but its mix of bay and sash style windows means it has a character which reflects the rest of the terrace it is attached to.
- 12.7 The groups of terraces which are characteristic of this Conservation Area mean that buildings are unable to expand horizontally. For the most part development has been the addition of dormers or offshoot extensions to the rear. Located tightly to the back of the pavement the main view that is seen is the original building form with any new development hidden away, visible in some areas from rear lanes.
- 12.8 There are relatively few detached buildings in Seaton Carew. One is the Longscar Building which is just outside the Conservation Area. It has grown incrementally over the years with the footprint of the building growing to fill the plot to become one of the largest structures within this part of Seaton Carew.
- 12.9 Located to the rear of the plot, and visible on all four sides, the building can be widely viewed from both inside and outside the Conservation Area. The sheer scale of the building means it dominates all those around it. In particular when looking south to view the commercial centre of Seaton Carew the property dwarfs the terraces of The Front which lie behind it.
- 12.10 When walking along the promenade it is the only building which is located to the rear of its plot. For the most part the visitor is able to view the terraces on the opposite side of the A178 across a grassed area similar to the original layout of the settlement. The tall, sprawling Longscar Building obstructs these, meaning it is not possible to enjoy expansive views throughout the area as elsewhere on the promenade when adjacent to the property but instead that view is blocked by wall.

- 12.11 The Longscar Building does not sit within the Conservation Area but as **Figure 4** above shows is excluded from it. In effect it is almost an inset or enclave, surrounded by the Conservation Area but excluded from it.

Conservation Area At Risk

- 12.12 Seaton Carew Conservation Area is considered to be a Conservation Area at Risk due to the character, appearance and preservation of the Conservation Area. Surveys of the area have been completed since Historic England (previously English Heritage), launched the 'At Risk' register for conservation areas in 2009. In 2012 the area was considered to be 'At Risk' and has continued to be 'At Risk' in consecutive years to date.
- 12.13 There are a number of contributory factors which have resulted in the Conservation Area being identified as 'at risk' including:
- Unsympathetic alterations to shop fronts;
 - Increasing use of modern materials which has diluted the fine architectural details on some of the buildings;
 - The Longscar Building, which although outside of the Conservation Area detracts from its setting. The Longscar Building's modern design and prominent position, which is divorced from other buildings, is out of keeping in this locality.
- 12.14 The Conservation Area Visual Assessment 2009 and Seaton Carew Conservation Area Management Plan contain a number of actions for improvement. These proposals would preserve and enhance the Conservation Area and contribute towards removing it from the At Risk Register.
- 12.15 In addition there is a further opportunity to resolve the issues which are placing the Conservation Area at risk through the implementation of "constructive conservation" principles by positively and pro-actively seeking to utilise the heritage of the area to enhance local distinctiveness and attractiveness to residents and visitors.

Longscar Building

- 12.16 Buildings adjacent to the Conservation Area can impact on its significance. The Longscar Building is in the middle of Seaton Carew, although the boundary of the Conservation Area skirts round the property. Constructed in 1967 and subsequently extended in the 1980s the building is of a very different character to the surrounding Conservation Area. Although the building is not in the Conservation Area, by virtue of the boundary running so closely around the structure, it means that the site does impact on the character of the area.
- 12.17 This part of the Conservation Area is characterised by narrow terraced properties, with a vertical emphasis located to the back of the pavement. The majority of the buildings are rendered with slate, pitched roofs. In contrast the Longscar Building has more of a

horizontal emphasis, built in brick with a pantiled roof. To the front of the building is a garden type space and in contrast to other property in the area this is bounded by a wall, topped by railings. Behind this sits the sprawling collection of structures that have developed incrementally over the years. Having frontages to both the seaward and commercial sides of Seaton Carew this property dominates the area and as a result has a detrimental effect upon the character of the Conservation Area. The site is currently unused and as such is the focus of anti-social behaviour.

Photograph 10: Longscar Building at the Front



12.18 The building is a contributing factor to the Conservation Area being considered to be 'At Risk'. The following was noted in the 2015 Historic England, Conservation Area Survey, under 'factors threatening the character of the Conservation Area'

'There is a large building on the boundary of the Conservation Area. Built in the 1980s it is not of the same architectural character as the area. It had been used on an ad hoc basis during the summer season but more recently has stood vacant. The property is beginning to deteriorate with loose tiles to the roof where lead flashing has been stolen and generally the property is unmaintained. The state of the building and its location which is in the centre of the Conservation Area, although the boundary of the area skirts round the property, does mean its state generally has a negative impact on the Conservation Area.'

12.19 The Longscar Building has a detrimental impact on Seaton Carew Conservation Area for two main reasons. The incremental extension of the building into the current incoherent group of structures contrasts with the architecture of the Conservation Area. Little of the character of the neighbouring buildings or that of the wider area is found within the design of the property. As a result its location in such a central position means it appears as somewhat of an anomaly in its current location. Furthermore its vacant state has a negative impact on the area, with a dead frontage facing on to the main commercial area and the promenade to the rear, having a detrimental impact on the vitality of the adjacent areas.

12.20 At the present time the building has a negative impact on the character of the Conservation Area. It is considered to be a significant contributing factor to the conclusion that the Conservation Area is at risk. Its removal would, therefore provide an opportunity for a positive enhancement of Seaton Carew. It would remove a property that has a different and adverse character to those within the Seaton Carew Conservation Area. The design is an anomaly within the area; it is both large and has been incrementally developed across the plot to an extent that it dominates the area in which it is located. Its removal would restore unimpeded views to this part of the Conservation Area although this should not be seen as the sole consideration.

Photograph 11: The rear of the Longscar Building from the Promenade



12.21 Furthermore the installation of a Market Square/Events Space as detailed within the Masterplan on the site of the Longscar Building

would restore the openness and permeability of this part of the Conservation Area. This space would reflect the area to the east of the A178 elsewhere in the Conservation Area by providing unobstructed views within this section of Seaton Carew to both the small terrace of properties that are 70 – 79 The Front and allowing views across from the commercial area to the promenade and the sea beyond. This in turn will improve the experience felt when using the promenade in this part of Seaton Carew for similar reasons.

- 12.22 The main arrival area for most visitors is the car park to the side of the Longscar Building. The removal of the property would allow for enhanced connections from this point to the commercial part of Seaton Carew and the promenade.
- 12.23 It would also present an opportunity to enhance the area and reinforce this part of the Conservation Area as one for families. The site is next to the paddling pool area which is the main play offer for families with young children. The provision of the Market Square and the works associated with it would provide a formalised area for activity and a place for meeting which is not currently available. The combination of this and the improved play area would reinforce the character of the area as one of a leisure offer.
- 12.24 Historic England notes and welcomes the fact that amongst the key priorities identified for the regeneration of Seaton Carew is the protection and enhancement of its heritage assets, and the requirement for development to complement them through the robust implementation of strong urban design and “Constructive Conservation” principles.
- 12.25 Given that the primary focus of attention is on The Front, the Seaton Carew Masterplan is explicitly committed to the enhancement of the Seaton Carew Conservation Area and its environs through conservation-led regeneration built on heritage and tradition. Here, the emphasis is on celebrating the culture and heritage of the area and promoting the constructive utilisation of the area’s heritage assets as part of the refreshed offer for tourists and residents alike.
- 12.26 Heritage does not just relate to the buildings within Seaton Carew. It also relates to the character of the resort. Seaton Carew is a Victorian era resort but is now characterized by its low key leisure and recreation offer in comparison to other resorts.

13. Public Consultation

- 13.1 There has been a long history of business and community involvement in the development of the regeneration proposals for Seaton Carew. There have been a number of public consultation events which have helped to shape the proposals.
- 13.2 The public consultation at the Seaton Celebrates event on the 26th July 2014 (See **Appendix 4** for results) identified that the main priorities within Seaton Carew were.
- The need to address the problem of the Longscar Building,
 - The need to improve the appearance of Seaton Carew and
 - The need to develop the visitor offer of the resort.
- 13.3 The public consultation on the draft Hartlepool Regeneration Masterplan SPD was held between the 23rd March to the 15th May 2015.
- 13.4 A total of 378 questionnaire responses were received from businesses, residents and visitors. Responses were also received from Statutory Consultees.
- 13.5 In summary, the Seaton Carew Masterplan proposals received a significant level of support. There was strong support for the aims of the Masterplan including:
- Developing a clean family friendly environment
 - Enhancing public amenities, space and facilities for visitors and residents.
 - Supporting the economic vibrancy of the area.
- 13.6 The main priority for residents, businesses and visitors was the demolition of the Longscar Building due to its impact on Seaton Carew.
- 13.7 A separate **Consultation statement** has been produced which shows the consultation results verbatim. The Masterplan was updated to reflect the results of the consultation.

Issues and Opportunities

14. Issues

- 14.1 *Public Space:* There have recently been significant enhancements to the public space along the Front with works to improve the promenade and planting areas however, the central area is dominated by the Longscar Building which is derelict and highly prominent within the street scene. The negative impact of this property has contributed to reducing the success and popularity of the surrounding public space.

- 14.2 *Legibility:* The Front is the main focus for visitors accessing either the commercial facilities, beach, sand dunes or the promenade. Currently the links through this area to the promenade, beach or main car parks are not clearly identified.
- 14.3 *Movement:* The key concern relates to pedestrian movement across the A178. A 20mph zone is in place through The Front which helps safer pedestrian movement, but as this area is a focus for people with very young families, conflict remains an issue.
- 14.4 *Landscaping:* A number of landscaping schemes have been implemented at different times, however more recently a coherent strategy has been applied to the area immediately to the north of The Front. This assists in signposting pedestrians to the resort.
- 14.5 *Sense of Place:* The Front offers a mixture of attractions and reasons to visit Seaton Carew, from the traditional seaside amusement arcades and fish and chip shops to the natural assets of the sand dunes and beach. The promenade links Seaton Carew to the rest of Hartlepool and the Marina offering a mixture of uses and reasons for people to visit the town. Clear signage and identification of the individual elements through careful design improvements will help to strengthen its character.
- 14.6 *Environment:* The rundown Longscar Building dominates the appearance and perception of The Front. The form, mass and scale of the building is not in keeping with the rest of the built form in the area.
- 14.7 *Car Parking:* There is a need to expand the capacity of car parking in Seaton Carew to meet the demand from visitors.

15. Opportunities

- 15.1 Through consultation with residents, businesses and visitors a list of priorities have been developed, identifying a number of improvements and opportunities to revitalise the area:
- 15.2 *Access:* Access to Seaton Carew via public transport should be maintained. The Current bus service to Seaton Carew especially during evenings and weekend should be preserved and extended. There is also an opportunity to enhance Seaton Carew Station for rail passengers.
- 15.3 *Public Realm and Landscaping:* Scope exists to continue to improve the landscaping, planting and environmental improvements that have already taken place in Seaton Carew. Public realm improvements including the introduction of flexible multi-purpose spaces that can be used for events and outdoor organised activities would add significantly to the resort.

- 15.4 *Environment:* The removal of the Longscar Building would open up the seaward side of The Front and provide opportunities to enhance the public realm.
- 15.5 *Movement:* Improving pedestrian movement along the Front and enhancing the movement across the A178, between retail units and recreational attractions. A key requirement is to improve the function of Seaton Carew as a leisure and commercial destination.
- 15.6 *Legibility:* Opportunities exist to enhance the legibility of the place and create a better relationship and movement between the built environment and the natural assets of the beach, shoreline and dunes.
- 15.7 *Play:* Additional play facilities in the heart of the resort will complement the 'play journey' that already exists along the promenade that links Seaton Carew to Hartlepool. Seaton Carew Park could also incorporate additional play facilities.
- 15.8 *Facilities:* Community Facilities need to be introduced to the park to replace and improve those lost as part of wider development schemes. This will involve the redevelopment of the library to create a "Community Hub" incorporating library, community facilities and other associated services.
- 15.9 *Visitor Facilities:* Opportunities exist to improve visitor facilities in the central area to include more interactive water play facilities, improved public areas together with Beach Huts. Nature Tourism offers opportunities to take advantage of the tremendous natural land/seascape and link-up with RSPB Saltholme and Natural England.

16. Land Ownership

- 16.1 Hartlepool Borough Council own significant areas of land within the Masterplan area. These include the Former Fairground site and Coach Car Park, Bus Station, Rocket House Car Park, Paddling Pool site North Shelter area. Coronation Drive/Warrior Drive and Elizabeth Way sites and Seaton Carew Park.
- 16.2 The major site within the Masterplan in private sector ownership is the Longscar Building. It has been vacant and in a state of disrepair since it closing over 10 years ago. Given the size and nature of this property and its location, its inclusion in the Masterplan is critical. In bringing forward and delivering the objectives of the Masterplan the Council will work with the owners of this building, through agreement or by utilising its planning powers, to ensure this site contributes to the objectives of the Masterplan.

Development and Design Principles

17. The Front (Between Station Lane and Crawford Street)

- 17.1 Any development of The Front should:
- Be high quality and implement “constructive conservation principles” by positively and pro-actively utilising the heritage of the area to enhance local distinctiveness and attractiveness to townspeople and visitors alike.
 - Respond to the need to enhance the Conservation Area in such a way as to allow it to be removed from the Heritage at Risk Register.
 - Contribute to the openness of the Front and respect and enhance the character and appearance of the Conservation Area.
 - Respect and respond to heritage assets in the area.
 - Respond where necessary to the advice in the Council’s Shop Front Design Guidance Supplementary Planning Document
 - Reduce the opportunity for crime and anti-social behaviour
 - Consider the opportunity for high quality public art
 - Development and Design should be sustainable and promote community uses.
- 17.2 Development to the coastal side of the road should primarily promote a range of outdoor facilities to support the leisure, visitor and tourism market to ensure that this area remains a focus for the family visitor market.
- 17.3 It is considered that the clearance of the Longscar Building will be viewed favourably as it would benefit the character and appearance of the Conservation Area.
- 17.4 Specialist Markets and Events will be encouraged to support local businesses and the visitor economy of Seaton Carew. The intended use for Markets/Events on the new multi-functional Market/Events space has some degree of permanence, but would be sympathetic to the surroundings and a tangible improvement on the existing building. Event Management measures to mitigate any high volumes of traffic will be required where appropriate.
- 17.5 Opportunities exist to achieve the principles of the Bathing Water Directive and maintain Bathing Water quality. It is important to maintain the standards of water quality, environmental management and safety to continue to achieve the Seaside Award Standard which helps to promote visitor numbers and tourism. The Masterplan has an aspiration to achieve the Blue Flag Award Criteria.
- 17.6 There is an opportunity to improve the Coastal approach routes into Seaton Carew along Tees Road and the area west of Coronation Drive to Newburn Bridge. There is also the opportunity to improve the railway approaches into Seaton Carew particularly from the South.

18. Seaton Carew Bus Station

- 18.1 Seaton Carew bus station will remain a bus stop and any development in this area should seek to positively enhance this heritage asset. Further more that development must respond to the need to enhance the wider Conservation Area in such a way as to allow it to be removed from the Heritage at risk register.

Photograph 12: Seaton Carew Grade II Listed Art Deco Bus Station



19 Former Fairground Site

- 19.1 Currently the 'Old Fairground Site' is underused and the Council is keen to bring forward development to enhance Seaton Carew. A range of uses may be appropriate including residential, retail and leisure. The adjacent coach park will continue to operate as a car park and be retained.
- 19.2 The setting of the development site would allow for a whole range of development options. Uses here could include commercial, retail, restaurants, commercial leisure uses and residential. This could range from one large entity with associated car parking and facilities to a number of smaller developments and users occupying the site. A mixed-use cluster style development would be welcome. The size and nature of the site and its prominence to the foreshore would allow a mixture of developments to enhance the development area as a whole.

19.3 Development brought forward for the Fairground site, including residential development will need to reflect the coastal and Maritime setting.

19.4 The site is adjacent to Seaton Carew Bus Station, a designated heritage asset. Any development should consider the setting of this asset.

20. Seaton Carew Park

20.1 Any development in the park should be restricted to community and recreational/leisure uses.

20.2 It is essential that the open character of the park be retained and that any development respects the character of this park and does not compromise the facilities already provided on this site for Seaton Carew residents.

20.3 Access to the site along Station Lane provides two key gateway locations (north-west and north east corners of the site) where entrance features would be appropriate to link The Front to the east and Station Lane to the west of the site.

20.4 The Station Lane frontage must incorporate good design principles respecting the identity of Seaton Carew and the character of the park. Any new development should consider secure by design principles and should make effective permeable links with existing entrances into the park from surrounding residential areas to encourage use.

20.5 Community Facilities will need to be developed to ensure that they are accessible. The proposals for this development should incorporate new/relocated community facilities.

20.6 The existing car park could be utilised and expanded as appropriate. There is scope for small car parks with access coming from Allendale Street and Grosmont Road. Servicing of any buildings which may be erected, will have to be considered. Cycle parking should also be provided.

20.7 Seaton Park lies on seasonally wet deep loam to clay, therefore, there is the potential to create ponds within the park that could benefit wildlife. This could also be used as an education resource for local schools.

21. Coronation Drive

21.1 Coronation Drive should be considered for residential development providing a range of family homes at a density of 25-30 homes per hectare.

- 21.2 As this site is located in a very prominent location along the main approach into Seaton Carew from the north, it is essential that the design of the site, and specifically the North-East corner of the development and the main road frontage, has excellent design standards to act as a gateway into Seaton Carew. Within the site there should be sufficient provision of safe, accessible and attractive open space with permeability throughout the site to allow ease of movement and adopting secure by design principles.
- 21.3 As part of the green infrastructure improvements of development at Coronation Drive/Warrior Drive, there is an opportunity to make a feature of the watercourse. The watercourse should have a buffer zone along the top of both banks to act both as a wildlife corridor and along a pedestrian amenity route. Ponds and SuDs with wildlife features could also be incorporated into the development as multifunctional features.
- 21.4 There is an opportunity to de-culvert the watercourse (130m) to the west of the railway and north of Seaton Lane (Grid reference NZ 51650, 29882) and also across the Esplanade near Warrior Drive at (NZ52212,30904) (100m) which would help with fish passage.
- 21.5 The Warrior Park site could potentially have an archaeological impact as peat deposits (which outcrop on the beach) are known to continue beneath the land in this area. The adjacent site (built c. 1999/2000) encountered the peat at c. 2.5m below present ground surface.

22. Bathing Water and Water Quality

- 22.1 The Masterplan will have regard to the objectives of the Water Framework Directive (WFD) and the Northumbria River Basin Management Plan. Ensuring sufficient bathing water quality is a key consideration of the Masterplan. Further details can be found within **Appendix 3**.

23. Biodiversity Enhancement and Habitat Creation

- 23.1 In any development, biodiversity enhancements can be incorporated via the planting of locally native species and provenance i.e. more areas of native wild flowers. For example, the current ornamental gardens at Seaton Carew Park could include areas of native plant species. The planting of native plant species are likely to attract and provide habitats for other native species.

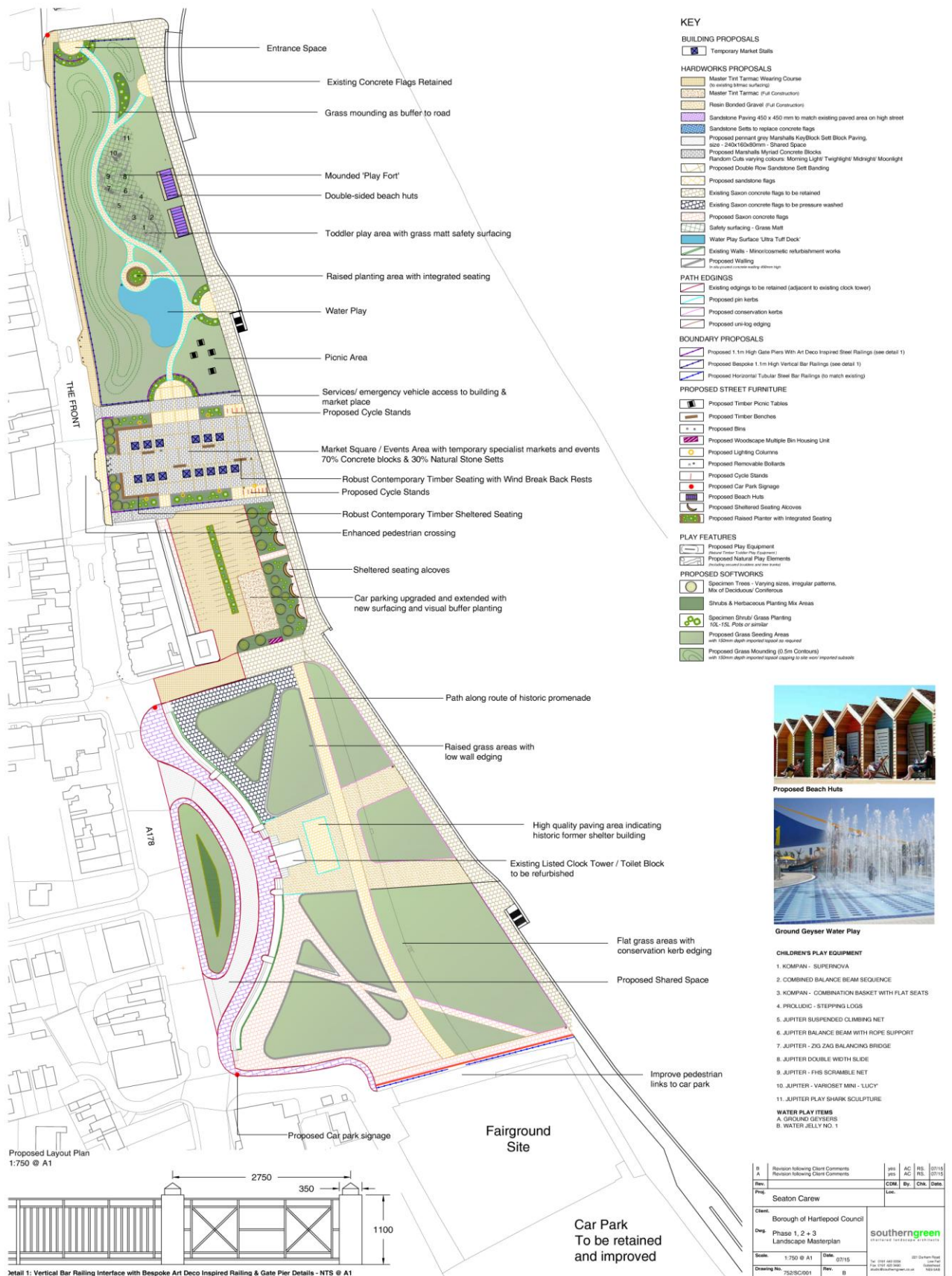
Photograph 13: *Seaton Carew Beach*



24. Seaton Carew Masterplan Proposals

- 24.1 The Seaton Carew Masterplan has been developed through extensive consultation with residents and businesses to respond to the need to regenerate The Front.
- 24.2 The Seaton Carew Masterplan is detailed within **Appendix 1** has been designed to:
- Respect and enhance the appearance of the Conservation Area;
 - Contribute towards the openness of the seaward side of the The Front;
 - Promote a range of outdoor facilities to support the visitor offer of the area.
- 24.3 The Seaton Carew Masterplan includes:
- New outdoor visitor facilities that will support the recreational use of the sea front, beach and promenade.
 - Development of a multi-functional high quality market/events space creating a new gateway to the seafront.
 - A new leisure area incorporating children's play facilities including a water play and natural play areas.
 - Enhancement of the Grade II Listed Bus Station improving the functionality of the surrounding space, reflecting the historic layout of the promenade.
 - The removal of the Longscar Building.
 - Double sided beach Huts which contribute to the visual enhancement of the area.

APPENDIX 1: Seaton Carew Masterplan



SEATON CAREW - SEAFRONT REGENERATION



Phase One 3D Visualization 1



Phase One 3D Visualization 2



Beach Huts



Market Stalls



Ground Geysers



Bespoke Play Fort

Area One

Development of a multi-functional new high quality market/ events space with raised planters, varied seating opportunities with shelter from the elements, lighting and cycle parking creating a new gateway to the seafront. The space should have a strong design philosophy reflecting the unique art deco styling of the nearby listed bus shelter and clock tower which would be evident in the design of boundaries and entrances.

Area Two

Development of a new leisure park incorporating exciting new children's play facilities including a water play area and natural play area. A meandering footpath would run through the park north to south and undulating grass mounding would provide a visually sensitive buffer to the road. Double sided beach huts and picnic tables could be installed adjacent to the promenade providing surveillance of the adjacent play areas and attractive views across the beach. Car parking provision adjacent to the market place would be upgraded with new surfacing and surrounding buffer planting.

Area Three

Enhancement of the setting of the listed building and improving the functionality of the surrounding space. This would involve resurfacing of the deteriorating bus lane surfacing and reflecting the historic layout of the promenade through use of neatly mown grassy areas and upgrading of surfacing materials and edging. The space would be kept open to allow for flexible use for potential events.

Key

- 1 Entrance/ arrival space
- 2 Grass mounding as buffer to road
- 3 Mounded 'Play Fort'
- 4 Double-sided beach huts
- 5 Toddler play area with grass matt safety surfacing
- 6 Raised circular planting area with integrated seating
- 7 Equipped water play area
- 8 Picnic Area
- 9 Services/emergency vehicle access to building & market place
- 10 Market Square / Events Area with pop up stalls
- 11 Robust Contemporary Timber Seating
- 12 Proposed Cycle Stands
- 13 Car parking upgraded and extended and with new surfacing and buffer planting
- 14 Sheltered timber seating alcoves
- 15 Path along route of historic promenade
- 16 Raised grass areas with low wall edging
- 17 High quality paving area indicating historic former shelter building
- 18 Existing Clock Tower / Toilet Block to be refurbished
- 19 Flat grass areas with conservation kerb edging
- 20 Potential car park link
- 21 Proposed Car park signage

southerngreen
chartered landscape architects

SEATON CAREW - SEAFRONT REGENERATION

CHILDREN'S PLAY - INDICATIVE PLAY ELEMENTS

1 KOMPAN - SUPERNOVA



2 COMBINED BALANCE BEAM SEQUENCE



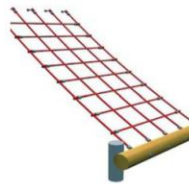
3 KOMPAN - COMBINATION BASKET WITH



4 PROLUDIC - STEPPING LOGS



5 SUSPENDED CLIMBING NET



6 BALANCE BEAM WITH ROPE SUPPORT



7 JUPITER - ZIG ZAG BALANCING BRIDGE



8 DOUBLE WIDTH SLIDE



9 JUPITER - FHS SCRAMBLE NET



10 SPRING ROCKER "CROC" x 2



11 COMBINED PLAY STRUCTURE



12 BESPOKE MOUNDED 'PLAY FORT'



WATER PLAY ITEMS - INDICATIVE WATER ELEMENTS

A WATER JELLYS



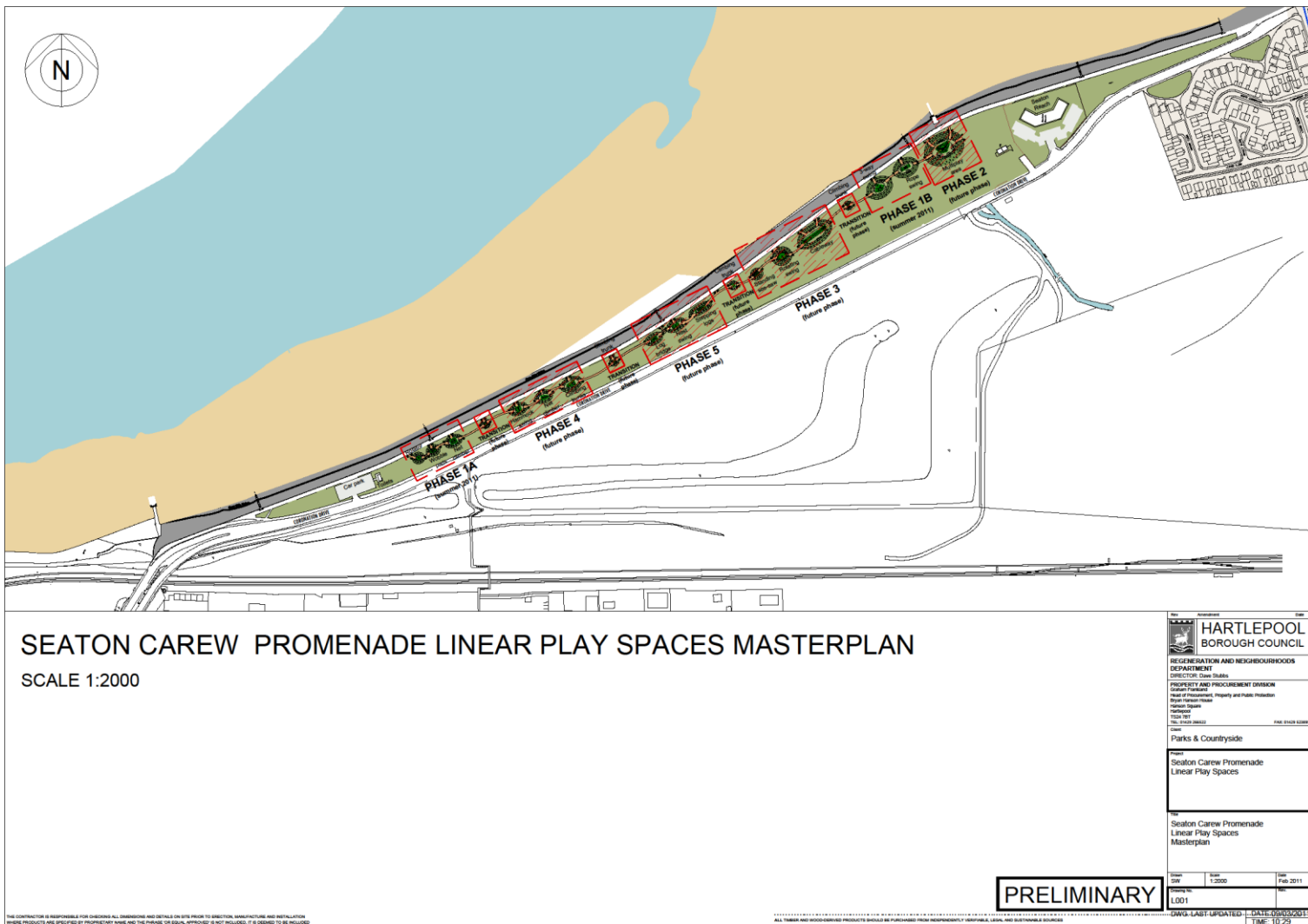
B GROUND GEYSERS



C NON-SLIP PLAY SURFACING



APPENDIX 2: Coronation Drive Play Builder Masterplan



APPENDIX 3: Sewerage, Flooding, Water Quality and Land Contamination

a) Flood Risk, Climate Change and Coastal Erosion

Consider potential flood risk, climate change and coastal erosion mitigation measures.

b) Sustainable Drainage Systems

The use of Sustainable Drainage Systems (SuDS) will be encouraged. Well designed sustainable drainage systems can reduce the impact of domestic wrong connections by providing passive treatment of organic wastes which support bacterial communities.

c) Fast Food and Restaurant Developments

Satisfactory bathing water quality and a clean beach play a significant role in the tourism focus of the area. Some tourism developments, notably fast food outlets and restaurants, have the ability to introduce large amounts of fat oils and greases into the sewerage systems. Uncontrolled releases can lead to blockages and surcharge of foul sewage not only to rivers and coastal waters, but to promenades and walkways.

Any new development must be designed and built to an adoptable standard and connected to the public sewerage system. In addition appropriately designed fat traps and relevant management procedures will be a requirement for any new fast food or restaurant development.

d) Land Contamination

If breaking of the ground is proposed or importation of additional material, then an assessment of the risks to controlled waters posed by any potential contamination present should be undertaken.

The risk management framework provided in CLR11, Model Procedures for the Management of Land Contamination is followed when dealing with land affected by contamination.

The Council should refer to the Environment Agency 'Guiding Principles for Land Contamination' for the type of information required in order to assess risks to controlled waters from the site.

e) Groundwater

If mains drainage systems are proposed to dispose of either surface or foul water, details will be needed, together with a risk assessment proving that the scheme will not pose an unacceptable risk of pollution to the Sherwood Sandstone principle aquifer, which underlies the area and is an important source of groundwater.

f) Sewerage

Any design / build should consider separate sewerage systems for surface water and foul water. Any sewage discharges or loads could increase the likelihood of Bathing Water Directive compliance sample

failures, which in turn could have a negative impact on tourism in the area and the classification of the Bathing Waters.

Private Sewerage Infrastructure: The Masterplan will require any new development to be connected to the public sewerage system.

Public Sewerage System: The Masterplan will seek to ensure that any new development is closely examined to ensure that adequate capacity is available or provided in order to prevent deterioration in bathing water quality.

g) Water Quality

The WFD is an European Legislation designed to protect and enhance the quality of our rivers, lakes, streams, groundwater, estuaries and coastal waters, with a particular focus on ecology. The overall aim of the WFD is to ensure that all waterbodies achieve 'good status' by 2021 and to prevent the deterioration in the status of the waterbodies.

The WFD overall waterbody status is currently "Moderate", which is less than the required standard of "Good". Any opportunities to enhance the waterbodies through removing culverts, naturalising modified stretches and improving habitats would be beneficial. In addition, the use of permeable paving, swales and SuDS, where appropriate, to manage surface water flows will also help to mitigate potential pollution from spills and sedimentation. In particular, it is important that the Masterplan ensures the achievement and maintenance of at least satisfactory bathing water quality in coastal waters as defined by the Bathing Water Directive, and good ecological quality as defined in the WFD.

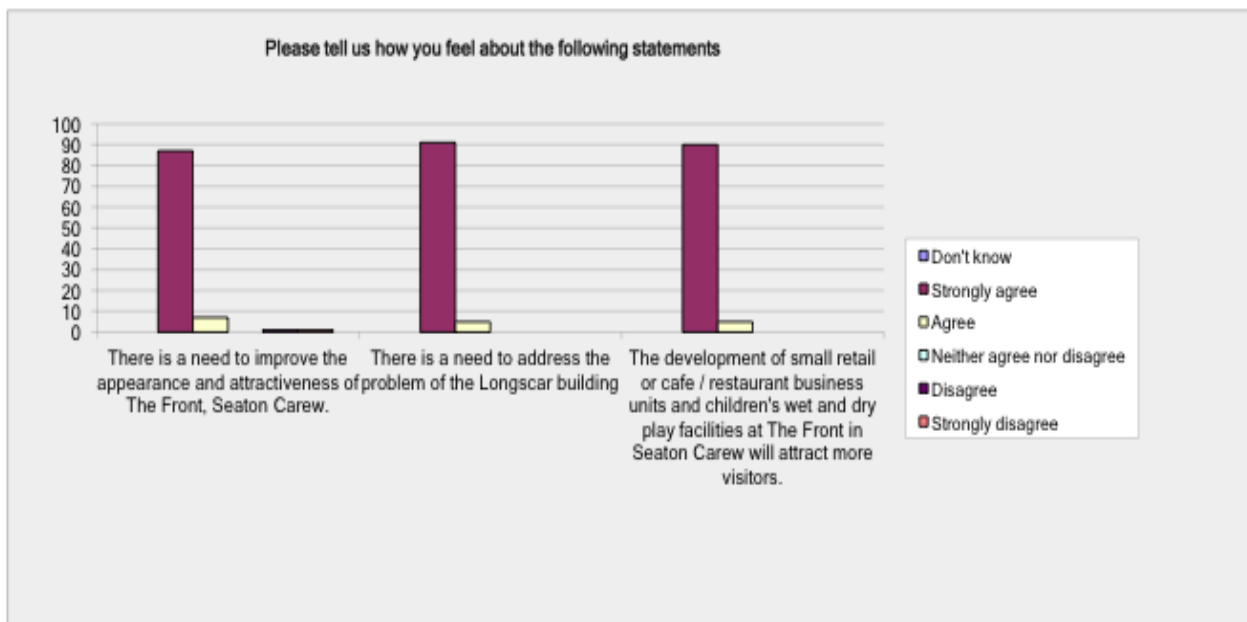
Particular emphasis will be given to water quality, which is key to achieving the standards of the Bathing Water Directive. The new Bathing Water Directive (BWD) introduces more stringent standards which will be reported at the end of the 2015 Bathing Water season.

APPENDIX 4: Seaton Celebrates Consultation Results

Seaton Carew Regeneration - The Front

Please tell us how you feel about the following statements

| Answer Options | Strongly disagree | Disagree | Neither agree nor disagree | Agree | Strongly agree | Don't know | Response Count |
|---|-------------------|----------|----------------------------|-------|----------------|------------|----------------|
| There is a need to improve the appearance and attractiveness of The Front, Seaton Carew. | 1 | 1 | 0 | 7 | 87 | 0 | 96 |
| There is a need to address the problem of the Longscar building | 0 | 0 | 0 | 5 | 91 | 0 | 96 |
| The development of small retail or cafe / restaurant business units and children's wet and dry play facilities at The Front in Seaton Carew will attract more visitors. | 0 | 0 | 0 | 5 | 90 | 0 | 95 |
| <i>answered question</i> | | | | | | | 96 |
| <i>skipped question</i> | | | | | | | 1 |



Seaton Carew Masterplan Supplementary Planning Document Consultation Statement.

Introduction

- The Regeneration Services Committee approved the public consultation on the Seaton Carew Masterplan on the 12th March 2015.
- The consultation on was held for 8 weeks between 23rd March 2015 and 15th May 2015

Methodology

- A Press release was sent out by Hartlepool Borough Council's Public Relations Team (Press release PRO36367) and articles appeared in the Hartlepool Mail on 25th March 2015 and April 3rd 2015 and the Northern Echo on the 25th March 2015.
- Letters were hand delivered to all businesses at the Front in Seaton Carew, Seaton Reach and the Elizabeth Way shops on 2nd April 2015.
- Copies of the SPD and questionnaires were also available in Seaton Carew Library, Hartlepool Central Library and the reception at Hartlepool Civic Centre.
- A presentation on the plans was also given to Hartlepool's Conservation Area Advisory Committee on the 11th March 2015.
- The questionnaire was sent to the Hartlepool Online Panel on the 26th March 2015 and details of the consultation appeared in Hartlepool Borough Council's Newslines publication which is circulated to all staff.
- A web page and electronic questionnaire using the survey Monkey Programme was available on the Council's website at www.hartlepool.gov.uk/seatonspd.

Consultation Responses

- The table below shows the consultation responses verbatim and the subsequent changes that will be made to the SPD.
- A total of 378 questionnaire responses were received from businesses and residents, 7 responses from the statutory consultee list, 3 responses from Hartlepool Borough Council departments and 3 e-mails from residents.
- The Statutory Consultees consulted were:
Civic Trust Civil Aviation Authority, Crown Estate, Darlington Borough Council, Durham County Council, Durham Heritage Coast, EDF British Energy, EDF Energy, English Heritage, Environment Agency, Greatham Parish Council, Grindon Parish Council, Hart Parish Council, Hartlepool Countryside Volunteers, Highways Agency, Homes &

Community Agency, Marine Hotel, Marine Planning Team, Middlesbrough Borough Council, Natural England, NHS Hartlepool and Stockton-on-Tees Clinical Commissioning Group, Redcar & Cleveland Borough Council, RSPB, Seaton Carew Golf Club, Seaton Carew Sports and Social Club, Sport England, Stockton Borough Council, Tees Archaeology Service, Tees Valley Unlimited, Tees Valley Wildlife Trust, Teesmouth Field Centre, The Crown Estate, Trimdon Foundry Parish Council, Trimdon Parish Council, Wingate Parish Council, Wolviston Parish Council.

| Question Number | Organisation (including ref number) | Comments | Policy Response |
|-------------------------------|---|---|--|
| Statutory Consultee Responses | Historic England Statutory Consultee 1 | 1. <u>Introduction and Context</u> Section 1.1 sets out the overriding aims and objectives for the masterplan. Historic England notes and welcomes the fact that amongst the key priorities identified for the regeneration of Seaton Carew is the protection and enhancement of its heritage assets, and the requirement for development to complement them through the robust implementation of strong urban design principles. | Noted |
| | | Given that the primary focus of attention is on The Front, the SPD should more explicitly commit to the enhancement of the Seaton Carew Conservation Area through conservation-led regeneration built on heritage and tradition. Here, the emphasis should be on celebrating the culture and heritage of the area and promoting the constructive utilisation of the area's heritage assets as part of the refreshed offer for tourists and residents alike. | Noted and the SPD will be updated to reflect this comment. |
| | | Section 1.2 makes reference to recently undertaken sea defence improvements in the heart of the resort. If, as I assume, these works required planning permission, Historic England has no | Noted |

| Question Number | Organisation (including ref number) | Comments | Policy Response |
|-------------------------------|-------------------------------------|--|---|
| Statutory Consultee Responses | Historic England | record of having been consulted. | |
| | | <p>Section 1.6 helpfully acknowledges the value which seaside resorts still have in economic terms as justification for carefully managing their built heritage. It should be noted, too, that the historic environment can contribute significantly to the health and wellbeing agenda, something which I am aware is of particular interest to the people and politicians in Hartlepool. This theme was explored by the North East Historic Environment Forum in its Heritage Counts report last year. Research found that visiting heritage sites makes people happy - the monetary value of this impact on wellbeing being estimated at £1,646. We are told that 'old buildings gladden the heart: their aesthetic pleasures make people feel substantially better' [Rachel Cooke, Observer, 29 November 2014]. Further information can be found on the following website:</p> <p>www.heritagecounts.org.uk/</p> | Noted and the SPD will be updated to reflect this comment. |
| | | <p>2. <u>Hartlepool Local Development Framework (LDF)</u> We are advised that the Local Plan (2006), as part of the LDF, contains the spatial vision, strategic objectives and land allocations for the next 15 years. It has not yet been replaced. Paragraph 1.9 of that Plan indicates that it covers the period up to 2016, not the next 15 years from now implied here.</p> <p>Section 2.1 sets out the prevailing planning policy framework</p> | <p>Noted and the SPD will be updated to reflect this comment.</p> <p>Noted and the SPD will be updated to reflect</p> |

| Question Number | Organisation (including ref number) | Comments | Policy Response |
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| Statutory Consultee Responses | Historic England | <p>within which the SPD will sit. It identifies those policies saved from the Local Plan 2006 which still apply to the study area. On the face of it, the policies deemed applicable appear to be selective, in that Policy To5: North Shelter has been saved but not thought to be relevant going forward. The SPD would be assisted were reasons given for applying some saved policies but not others.</p> <p>Section 2.2 concerns planning obligations. In addition to heritage being a legitimate recipient of Section 106 monies it is accepted that public realm works can also be a beneficiary.</p> <p>3. <u>Masterplan Area</u> This section outlines the masterplan coverage. The Coronation Drive/Warrior Drive site is not given its own numbered section. As a general observation, the SPD would benefit considerably from photographs highlighting particular issues, buildings and features.</p> <p>4. <u>Analysis</u> Section 4.1 deals with land use. Within consideration of The Front is a description of the conservation area. Whilst Figure 4 shows the extent of the conservation area, it would be helpful were it to show other heritage assets, including those on the Local List and others which are not designated, and the extent of the area to which the Article 4 Direction relates.</p> | <p>this comment.</p> <p>Noted and the SPD will be updated to reflect this comment.</p> <p>Noted and the SPD will be updated to reflect this comment.</p> <p>Noted and the SPD will be updated to reflect this comment.</p> |

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| Statutory Consultee Responses | Historic England | <p>Section 4.3 sets out the issues and opportunities the area presents. This commentary should acknowledge that the conservation area is currently at risk, suggesting the need for a customised action plan aimed at removing it from the register. The conservation area does benefit from a very useful Visual Assessment which also contains a number of actions for improvement. This should be viewed as a starting point for any planned enhancements in the conservation area being promoted through this SPD, and at the very least there should be some cross-reference to it. If current thinking as regards The Front is now at variance with the actions in the Visual Assessment, the SPD is the means by which this evolution can be set out, articulating in the process how current proposals will preserve or enhance the conservation area and assist with removing it from risk.</p> <p>Clearly, what is currently seen as an issue/problem in relation to the conservation area also presents an opportunity to resolve these issues and problems through the implementation of 'constructive conservation' principles - positively and pro-actively seeking to utilise the heritage of the area to enhance local distinctiveness and attractiveness to townspeople and tourists alike.</p> <p>5. <u>Land Ownership</u> No comments.</p> | <p>Noted and the SPD will be updated to reflect this comment.</p> |

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| Statutory Consultee Responses | Historic England | <p>6. <u>Development Principles</u> As opined above, development principles for The Front should respond to the need to enhance the conservation area in such a way as to allow it to be removed from the Heritage at Risk Register. Rather than simply being 'sympathetic' to the character of the bus station, new development in association with it should seek to positively enhance the heritage asset. The Council need not be afraid to be bold and ambitious where heritage assets are concerned - the critical issue is usually one of securing a sufficiently high quality solution.</p> | Noted and the SPD will be updated to reflect this comment. |
| | | <p>7. <u>Design Principles</u> This section, notwithstanding the seeming lack of aspiration in the previous section, gives much clearer and ambitious instruction in relation to the heritage of the area - instilling the need for development to complement (see 7(i)(d)) and reinforce existing character, and to respect and respond to the heritage assets in the area.</p> <p>Sections 6 and 7 contain no principles for the Elizabeth Way site.</p> <p>The SPD should promote the need for development to respond, where necessary, to the advice in the Council's Shop Front Design Guide SPD and any associated saved Local Plan policies.</p> | Noted and the SPD will be updated to reflect this comment. |
| | | <p>8. <u>Proposals</u> The current suite of consultation documents contains two which</p> | Noted and the SPD will be updated to reflect |

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| Statutory Consultee Responses | Historic England | <p>do not elide. The SPD currently contains information regarding the development of The Front. It is, however, at odds with that contained within the call to 'help shape the major regeneration of Seaton Carew'. The SPD contains no information regarding the development of the other sites in scope, although the other consultation document includes a plan for Elizabeth Way which for some reason is not to be found in the SPD.</p> <p>For the record, Historic England has no substantive comments or observations to make in respect of the Elizabeth Way site, or the Coronation Drive/Warrior Drive site. Proposals for the Seaton Park site have the potential to impact upon the conservation area and as such we retain an interest in what may occur in respect of it.</p> <p>9. <u>Figures</u> See various comments above.</p> | <p>this comment.</p> <p>Noted and the SPD will be updated to reflect this comment.</p> |
| | <p>Highways Agency</p> <p>Statutory Consultee 2</p> | <p>Highways England operate the Strategic Road Network (SRN). The closest point to the above area is the A19 at its junction with the A689 Woolviston. Development put forward should be incorporated into the wider Hartlepool Planning process and transport impacts for any of the development sites highlighted should be mitigated through including generated traffic forecasts into the local plan and planning applications detailing any material transport impact at the SRN generated by the development.</p> <p>With the nature of the development being largely visitor focussed,</p> | <p>Noted. Event management will be referenced within the SPD</p> |

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| Statutory Consultee Responses | Highways Agency | which does not concentrate traffic into peak hours, and the distance of the development from the SRN, it is likely that the normal traffic generated will not exceed capacity at the SRN. However, should there be periods of high volumes of visitor traffic, for example the Tall Ships event, it may be wise to consider event management measures to mitigate peaks. | |
| | Stockton Council Statutory Consultee 3 | Thank you for consulting the Council on the Draft Seaton Carew Masterplan. The Council do not have any specific comments on the contents of the document. | Noted |
| | Redcar and Cleveland Borough Council Statutory Consultee 4 | Redcar and Cleveland Borough council have no specific comments to make on the SPD and that your general approach is supported. | Noted |
| | Natural England Statutory Consultee 5 | The Draft Seaton Carew Masterplan SPD appears to have been completed before the details of the developments as listed in the Habitats Regulations Assessment (HRA) had been finalised. Therefore to ensure a greater join-up with the HRA, the SPD should be updated to reflect this. <u>Section 2.1 Planning Policy</u> | Section 2.1 Noted and the SPD will be amended to reflect comments. |
| | | There are some inaccuracies regarding the tiers of sites in the | Noted and the HRA will be amended to reflect |

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| Statutory Consultee Responses | Natural England | <p>“International” paragraph. Sites of Special Scientific Interest (SSSIs) are nationally important and so the reference to these in the header should be removed. Although Seaton Dunes and Common SSSI is also designated as Teesmouth and Cleveland Coast Special Protection Area (SPA)/Ramsar site, this should be placed into a “National” paragraph, although the link between the levels of designation can still be acknowledged. Hartlepool Submerged Forest SSSI should also be referenced in a “National” paragraph.</p> <p>Habitats Regulations Assessment (HRA)</p> <p><u>Appropriate Assessment</u></p> <p>Natural England have identified a number of area for improvement which are listed below:</p> <ul style="list-style-type: none"> 24 surveys were undertaken between September 2010 and March 2011 to establish the extent that SPA birds were using the foreshore in front of Seaton Carew. Natural England is aware of further data that could be used to gain a wider and more up-to-date view in relation to SPA/SSSI birds and human disturbance which should be used if appropriate. It would be advantageous to show the location of range of any surveys used to inform the HRA on a map. The further data includes: | <p>comments.</p> <p>Noted and the HRA will be amended to reflect all of the comments outlined.</p> |

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| Statutory Consultee Responses | Natural England | <ul style="list-style-type: none"> ○ Seaton Sands and North Gare Bird Survey (July 2012 - February 2013); DBC ○ Environmental Records Information Centre (ERIC) data ○ Wetland Bird Survey (WeBS) Core Counts for Seaton Sands Count Sector (extends from northern edge of Seaton Carew/Little Scar south to North Gare Breakwater (1993-2014)) and North Gare Sands Count Sector (extends from North Gare Breakwater south to southern edge of sands at mouth of Seal Sands (1993-2014)) ○ Bird and Human Activity on Seaton Carew Beach (September - November 2010); DBC ○ Bird Disturbance Log - Seaton Carew Pumping Station (September - November 2010); DBC <ul style="list-style-type: none"> ● Due to the proximity of the proposed development to the beach and the fact that many dog walkers walk their dogs twice a day, it is likely that your assumption that dog walkers will use the beach once a day is an underestimate and that two trips to the beach a day for dog walkers would be a more realistic worst case scenario when assessing impacts on SPA/SSSI birds through recreational disturbance. ● Noise and visual disturbance (such as through lighting) as a result of the construction and use of the proposed | |

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| Statutory Consultee Responses | Natural England | <p>development should be considered in relation to SPA/SSSI birds both within the SSSI/SPA boundaries and also using functional land out-with the designated site boundaries as well as recreational disturbance.</p> <ul style="list-style-type: none"> Run-off from the proposed development should be considered in relation to damage to the SPA/SSSI or adjacent areas of land of functional importance for SPA/SSSI birds. The details of this issue can be resolved as part of the information submitted for any subsequent planning application. <p>Natural England do not have any fundamental concerns regarding the conclusions of the HRA, subject to the modification of the HRA to satisfactorily address our needs.</p> | |
| | <p>Environment Agency</p> <p>Statutory Consultee 6</p> | <p>1.1 Aims and Objectives</p> <p>It is strongly recommended that the overriding aims and objectives are amended to explicitly identify the importance of designated Bathing Waters and water quality. Bathing Waters can improve the areas image and promote tourism. Therefore, we would support the inclusion of an objective which seeks to achieve the principles of the Bathing Water Directive and maintain Bathing Water quality. This objective should be incorporated throughout the masterplan.</p> <p>With respect to biodiversity, we would welcome the inclusion of</p> | <p>Noted, the overriding aims and objectives will be amended to explicitly identify the importance of designated Bathing Waters and water quality through the inclusion of an objective which seeks to achieve the principles of the Bathing Water Directive and maintain Bathing Water quality.</p> <p>Objectives which seek to protect and</p> |

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| Statutory Consultee Responses | Environment Agency | objectives which seek to protect and enhance the natural environment. This is consistent with the objectives of the Water Framework Directive (WFD). | enhance the natural environment will be included. |
| | | 1.2 Complimentary Projects This section identifies other major projects currently being developed. It should be noted that the sea defence improvement scheme has already been delivered by Hartlepool Borough Council. This should be reflected within the masterplan. | The SPD will be updated to reflect the sea defence reference. |
| | | 1.5 Natural Environment This section makes reference to protected areas. However, no reference has been made to designated Bathing Waters and the potential they have in the regeneration and the economic revival of the area. It is recommended that this is referenced within the masterplan. | Noted. The SPD will be updated to reflect this. |
| | | 2.1. Planning Obligations We note that Planning Obligations already include Green Infrastructure and Heritage. We recommend that planning obligations are used to facilitate improvements to enhance the ecological conditions of the plan area and to provide a green link between coast and the community. | Noted. The SPD will be updated to reflect this. |
| | | 3. Masterplan Area <u>Former Fairground Site</u> The majority of this site is located within flood zone 1, which is at | Noted and if the site is brought forward further |

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| Statutory Consultee Responses | Environment Agency | low risk of flooding. However, a section of the site is located within flood zone 3, which is at risk of flooding. The Council should be able to provide evidence that a sequential approach to growth has been taken to steer development away from areas at risk of flooding. Any development would need to pass the Sequential Test (and Exception Test as applicable) prior to permission being granted. | evidence on flood risk to support the application will be produced. |
| | | The site will benefit from the new coastal defence works detailed on page 5. However, it is important that the site specific Flood Risk Assessment considers the standard of protection offered by the new sea defence and residual risk of overtopping and/or breaching. The impacts of such an occurrence would need to be assessed as part of the FRA. Other sources of flooding will also need to be considered as well as emergency evacuation. | Noted |
| | | <u>The Front</u> Parts of the site are located within flood zone 3, which is at risk of flooding. | Noted |
| | | The Council should be able to provide evidence that a sequential approach to growth has been taken to steer development away from areas at risk of flooding. Any development would need to pass the Sequential Test (and Exception Test as applicable) prior to permission being granted. | |
| | | The site will benefit from the new coastal defence works detailed | Noted |

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| Statutory Consultee Responses | Environment Agency | <p>on page 5. However, it is important that the site specific Flood Risk Assessment considers the standard of protection offered by the new sea defence and residual risk of overtopping and/or breaching. The impacts of such an occurrence would need to be assessed as part of the FRA. Other sources of flooding will also need to be considered as well as emergency evacuation.</p> <p><u>Coronation Drive/Warrior Drive</u> This area forms part of an historical landfill site (licence returned 1987) that accepted domestic and commercial waste, incinerator ash and waste from the construction industry.</p> <p>This landfill site permit was issued to Hartlepool Borough Council Borough Surveyor and Engineer, in 1977 for the disposal of domestic and commercial waste, incinerator residue and waste from the construction industry. The licence was surrendered in March 1987.</p> <p>This site is known, from some early gas monitoring undertaken by Cleveland County Council, to be generating potentially significant quantities of landfill gas. The Environment Agency has no recorded information with regards to possible presence of landfill gas within the site. Responsibility for landfill gas monitoring at this historic site, lies with Hartlepool Borough Council. The monitoring results may be available from your public health department.</p> <p>As outlined in our letter to Hartlepool Borough Council in</p> | <p>Noted. A full and detailed site investigation be carried out prior to any development taking place ensuring that any necessary steps are undertaken to remove or overcome contamination.</p> <p>Noted. A full and detailed site investigation be carried out prior to any development</p> |

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| Statutory Consultee Responses | Environment Agency | <p>September 2011 regarding the Seaton Carew Development and Marketing Brief, we would strongly suggest that housing developments are NOT built on Coronation Drive. It is also highly recommended that a full and detailed site investigation be carried out prior to <i>any</i> development taking place. If flammable or asphyxiant gases (primarily, but not exclusively, methane and carbon dioxide) are encountered then appropriate steps should be taken to negate any potential threat from this to any developments.</p> <p>Comments in relation to land contamination are detailed within the general comments section of this letter.</p> <p>4.3 Issues and Opportunities With regards to biodiversity, we would welcome the inclusion of references which encourage biodiversity enhancement and habitat creation opportunities. We have identified the following biodiversity enhancement opportunities:</p> <ul style="list-style-type: none"> • In any development, biodiversity enhancements can be incorporated via the planting of locally native species and provenance i.e. more areas of native wild flowers. For example, the current ornamental gardens at Seaton Carew Park could include areas of native plant species. The planting of native plant species are likely to attract and provide habitats for other native species | <p>taking place.</p> <p>Noted. The SPD will be updated to reflect this comment.</p> <p>Noted. The SPD will be updated to reflect this comment.</p> |

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| Statutory Consultee Responses | Environment Agency | <ul style="list-style-type: none"> There is an opportunity to de-culvert the watercourse (130m) to the west of the railway and north of Seaton Lane (Grid reference NZ 51650, 29882) and also across the Esplanade near Warrior Drive at (NZ52212,30904) (100m) which would help with fish passage. With respect to Seaton Park, the park lies on seasonally wet deep loam to clay, therefore, there is the potential to create ponds within the park that could benefit wildlife. This could also be used as an education resource for local schools. As part of the green infrastructure improvements of development at Coronation Drive/Warrior Drive, there is an opportunity to make a feature of the watercourse. The watercourse should have a buffer zone along the top of both banks to act both as a wildlife corridor and along a pedestrian amenity route. Ponds and SuDs with wildlife features could also be incorporated into the development as multifunctional features. <p>7. Design Principles Consideration needs to be given to the impact of Bathing Waters from direct or diffuse discharges, such as mis-connections and non-mains drainage. Domestic wrong connections can contribute towards poor bathing water quality in coastal areas. Any design / build should therefore consider separate sewerage systems for</p> | <p>Noted. The SPD will be updated to reflect this comment.</p> <p>Noted. The SPD will be updated to reflect this comment.</p> <p>Noted. The SPD will be updated to reflect this comment.</p> |

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| Statutory Consultee Responses | Environment Agency | <p>surface water and foul water. Any sewage discharges or loads could increase the likelihood of Bathing Water Directive compliance sample failures, which in turn could have a negative impact on tourism in the area and the classification of the Bathing Waters.</p> <p>We would welcome the inclusion of a design principle which encourages the use of Sustainable Drainage Systems (SuDS). Well designed sustainable drainage systems can reduce the impact of domestic wrong connections by providing passive treatment of organic wastes which support bacterial communities.</p> <p>Given the flood risk associated with two of the development sites, we would support the inclusion of a design principle which takes into consideration potential flood risk, climate change and mitigations measures. We would also support the inclusion of a design principle which takes into account coastal erosion.</p> <p>Seaton Carew Masterplan phase 1 The diagram on page 21 states the Environment Agency will be providing new paving to the promenade. These works have already been undertaken and were delivered by Hartlepool Borough Council. Therefore, the diagram should be amended to reflect this.</p> <p><u>General comments</u></p> | <p>Noted. The SPD will be updated to reflect this comment.</p> <p>Noted. The SPD will be updated to reflect this comment.</p> <p>Noted. The SPD will be updated to reflect this comment.</p> |

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| Statutory Consultee Responses | Environment Agency | <p>Water Framework Directive</p> <p>The masterplan must have regards to the objectives of the Water Framework Directive (WFD) and the Northumbria River Basin Management Plan.</p> <p>The WFD is an European Legislation designed to protect and enhance the quality of our rivers, lakes, streams, groundwater, estuaries and coastal waters, with a particular focus on ecology. The overall aim of the WFD is to ensure that all waterbodies achieve 'good status' by 2021 and to prevent the deterioration in the status of the waterbodies.</p> <p>The WFD overall waterbody status is currently "Moderate", which is less than the required standard of "Good". Any opportunities to enhance the waterbodies through removing culverts, naturalising" modified stretches and improving habitats would be beneficial. In addition, the use of permeable paving, swales and SuDS, where appropriate, to manage surface water flows will also help to mitigate potential pollution from spills and sedimentation.</p> <p>Bathing Water and Water Quality</p> <p>The masterplan states that the key primary assets of Seaton Carew are the beach and the sea and that Seaton Carew is a key tourism asset within Hartlepool. We agree with this assessment. However, it is considered that the masterplan does not adequately reflect this assessment as references to the Bathing</p> | <p>Noted. The diagram will be updated to reflect this comment.</p> <p>Noted. The SPD will be updated to reflect this comment.</p> <p>Noted</p> <p>Noted. The SPD will be updated to reflect this comment.</p> |

| Question Number | Organisation (including ref number) | Comments | Policy Response |
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| Statutory Consultee Responses | Environment Agency | Water Directive and bathing water quality are absent. The masterplan must therefore have regard to objectives of the Bathing Water Directive and bathing water quality. | <p>Noted. The SPD will be updated to reflect this comment.</p> <p>Noted. The SPD will be updated to reflect this comment.</p> <p>Noted. The SPD will be updated to reflect this comment.</p> <p>Noted. The SPD will be updated to reflect this comment.</p> |
| | | Bathing Waters are Protected Areas used by a large number of bathers and have been designated under the Bathing Water Directive. The overall aim of the Bathing Water Directive is to safeguard public health and ensure clean bathing waters. | |
| | | There are three designated Bathing Waters in Seaton Carew (Seaton Carew North, Seaton Carew Centre and Seaton Carew North Gare). The whole of the sea front regeneration area faces the three Seaton Carew Bathing Waters. Therefore, it is vital that consideration is given the classification of the Bathing Waters and the impact of any proposed development/masterplan on bathing water quality. Failure to maintain designated Bathing Waters may have significant impacts on tourism and on the regeneration of Seaton Carew. | |
| | | In particular, it is important that the masterplan ensures the achievement and maintenance of at least satisfactory bathing water quality in coastal waters as defined by the Bathing Water Directive, and good ecological quality as defined in the WFD. | |
| | | Particular emphasis should be given to water quality, which is key to achieving the standards of the Bathing Water Directive. The new Bathing Water Directive (BWD) introduces more stringent | |

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| Statutory Consultee Responses | Environment Agency | <p>standards which will be reported at the end of the 2015 Bathing Water season. There is a risk that the bathing waters within the plan area may fail the revised directive. Therefore, ensuring sufficient bathing water quality should be a key consideration of the masterplan.</p> <p>Public Sewerage System Sewage collection and treatment infrastructure is in place in and around Seaton Carew to minimise the discharge of untreated sewage to Seaton Carew streams and coast. This infrastructure includes a number of permitted overflows to allow sewage to discharge with some or no screening in times of wet weather, electrical or mechanical breakdown.</p> <p>Seaton Carew is at the downstream end of this sewage collection infrastructure. New development within not only Seaton Carew but the wider Hartlepool conurbation served by this infrastructure may result in an increase in the frequency and amount of sewage overflow at Seaton Carew, which would have adverse implications on the Bathing Waters.</p> <p>Valley Burn is culverted beneath Mainsforth Industrial Estate before discharging to a foul sewage pumping station at the north end of Seaton Carew from where it is directed to Seaton Carew Sewage Treatment Works. Periods of heavy rainfall and high flow in Valley Burn contribute to this pumping station overflowing to a short sea outfall.</p> | <p>Noted.</p> <p>Noted.</p> <p>Noted. The SPD will be updated to reflect this comment.</p> |

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| Statutory Consultee Responses | Environment Agency | would welcome consideration of this matter within the masterplan. | Noted. The SPD will be updated to reflect this comment. |
| | | <p>Land Contamination The masterplan fails to take into consideration the issue of land contamination. Therefore, it is recommended that the masterplan has regard to the land contamination.</p> <p>If breaking of the ground is proposed or importation of additional material, then an assessment of the risks to controlled waters posed by any potential contamination present should be undertaken.</p> <p>We also suggest that the risk management framework provided in CLR11, Model Procedures for the Management of Land Contamination is followed when dealing with land affected by contamination.</p> <p>The Council should refer to the Environment Agency ‘Guiding Principles for Land Contamination’ for the type of information required in order to assess risks to controlled waters from the site. The Council’s public health department can advise on the risk to other receptors such as human health.</p> <p>Groundwater If non-mains drainage systems are proposed to dispose of either surface or foul water, details will be needed, together with a risk assessment proving that the scheme will not pose an</p> | |

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| Statutory Consultee Responses | Environment Agency | unacceptable risk of pollution to the Sherwood Sandstone principle aquifer, which underlies the area and is an important source of groundwater. | |
| | <p>Tees Archaeology</p> <p>Statutory Consultee 7</p> | <p>I have read the document online and have no major comments or objections.</p> <p>The area of seafront redevelopment is likely to have no impact on archaeological deposits as the area is all reclaimed land. There are no known archaeological sites at the Elizabeth Way site.</p> <p>The Warrior Park site could potentially have an archaeological impact as peat deposits (which outcrop on the beach) are known to continue beneath the land in this area. The adjacent site (built c. 1999/2000) encountered the peat at c. 2.5m below present ground surface. The only time that peat was disturbed by the development was during the installation of pipework for the pumping station. I am presuming there would be a similar clearance on this site and this could be confirmed if borehole information is available.</p> | <p>Noted</p> <p>Noted. The SPD will be update to reflect this comment.</p> |
| Council Department Response | Hartlepool Borough Council Parks and Countryside Manager | <p>1. Water play proposals – Unfortunately the extensive experience we have with coastal facilities like this suggest the proposed water play experiences will be problematic and are highly likely to fail in their current format. Attached are some detailed observations from the Legionella team</p> | Noted. |

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| Council Department Response | HBC Consultee 1 Hartlepool Borough Council Parks and Countryside Manager | <p>and our Quality Safety Officer who oversees the running of the current facilities at Seaton and the Headland. Some scheme alterations/ options are proposed:</p> <ul style="list-style-type: none"> - User group needs. Water play is an exciting opportunity for young children to engage in. Our current paddling pool caters specifically for the toddler age group which needs a safe space overseen by parents/ guardians. We ensure this area is fenced to provide some piece of mind to users and prevent straying of toddlers into potentially hazardous zones like the road or promenade with bikes etc. Fencing also helps deters problems with littering and dogs entering the facility. We would always insist consideration is given to these problems in any new scheme design. - Sand and maintenance of clean water are not compatible. - Seasonality of provision. Outdoor Water play is subject to seasonal availability due to the weather so with the aim of providing year round attraction we would urge consideration of other play equipment/ play spaces not dependent upon water also to be incorporated in to provision in the vicinity. | <p>The design will be amended to reflect the safety comment. A fence will be included within the designs.</p> <p>Noted. The design will be amended to reduce maintenance requirements. A grey water system will be included.</p> <p>Agreed. Alternative play equipment will be included within the designs for toddlers and juniors.</p> |

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| Council Department Response | Hartlepool Borough Council Parks and Countryside Manager | <ul style="list-style-type: none"> - Paddling pool retention. Ideally Seaton Master Plan – Phase 1 retains the existing paddling pool but refurbishes it with a new colorful waterproof lining (circa £12K). Phase 1 also considers the fencing/ security of users issue discussed above. We would also urge the provision of suitable themed toddler/ junior play equipment for year round interest for families visiting the area. - Making water play work. Seaton Master Plan – Phase 2 If the decision is taken to go for a water play development this needs to be incorporated into a semi-indoor covered space to prevent the problems we have identified with water quality. The exact look of this we leave to others to investigate but we are thinking something like a steel/ glazed covering with a side facing the sea where a wall of folding doors can be opened up on good days. A development like this might attract commercial interest for its upkeep and future investment and tie into the other commercial facilities suggested on the master plan. Also by being covered/ enclosed it has the potential to be less seasonally dependent and thus contribute to the economic viability of the area year-round. - Toddler and Junior play provision. We would urge you to consider in both the phase 1 and phase 2 | <p>Noted.</p> <p>Noted. An indoor space is not appropriate for this location. Windbreaks will however be investigated.</p> <p>Noted. Future phases of the Masterplan will include additional Playbuilder equipment</p> |

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| Council Department Response | Hartlepool Borough Council Parks and Countryside Manager | <p>schemes to consider greater toddler/ junior play provision in this area of the scheme. The linear Playbuilder play site with further investment will cater for younger children and teen provision.</p> <p>2. Seaton's linear Playbuilder play site further investment, barriering to create safe play space, child safe road crossings:</p> <ul style="list-style-type: none"> - Further investment in the 'linear Playbuilder play site' along the promenade would be highly desirable given its popularity year round with families. - Fencing/ Barriers. In addition consideration to provide fencing/ barriering in the same area along the side of the road adjacent to the play site/ green space to physically separate it from Coronation Drive and provide a safe child friendly play green space for games would be welcomed. - Safe road crossing points. With any proposed housing provision on the west side of Coronation Drive it would be prudent to expect a developer to provide for traffic light controlled crossing points for children to use to access the linear play site facilities on the promenade. | <p>along the promenade.</p> <p>Noted.</p> <p>Noted.</p> <p>Noted. Crossing improvements' will be included within the revised designs.</p> |

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| Council Department Response | Hartlepool Borough Council Parks and Countryside Manager | 3. Rocket House Car parking to rear of proposed 'commercial centre' and south side of 'Market Square'. Existing traffic flow issues have been identified that need to be designed out of any new scheme (see Quality Safety Officer observations in attached email). | Noted. The designs will be amended to address the traffic flow issues. |
| | | 4. Beach Lifeguard base and beach observation facilities – Lifeguard station near Rocket House is not identified on plan or provision made in master plan scheme. | Noted. |
| | | 5. Rocket House restoration – This is an important support facility for beach events and training and needs investment for upgrading and general refurbishment. | Noted. Opportunities for investment in the Rocket House will be investigated. |
| | | 6. Beach Chalets – Construction considerations and necessity for fire retardant materials (see Quality Safety Officer observations in attached email). | Noted. Fire safety will be an important consideration in the design of the Beach Chalets. |
| Council Department Response | Hartlepool Borough Council Parks and Countryside Quality and Safety Officer HBC Consultee | On the phase 1 plan it is proposed to make the paddling pool into a sand pit, it would be better to leave it as a paddling pool because I would imagine there would be complaints, the kids can make sand castles on the beach anyway and most parents / guardians like the idea of not having to supervise the children as closely as they would have to if they took them paddling in the sea. Also the shore line is some distance away and I know Sunderland made their pool into a sand pit and they have to sterilise the sand daily and make it safe from glass, dog fouling | Noted. The designs will be amended and the paddling pool will not be turned into a sand pit to reflect the concerns. |

| Question Number | Organisation (including ref number) | Comments | Policy Response |
|-----------------------------|--|---|--|
| Council Department Response | 2 Hartlepool Borough Council Parks and Countryside Quality and Safety Officer | <p>etc. We empty and refill the paddling pool daily so any glass etc is removed easily instead of having to rake through sand.</p> <p>Only thing I want to add to HBC Legionella Team Leader's comments regarding water feature would be the constant cleaning and maintenance of any water spray nozzles, the sand and salt will block them.</p> <p>Other observation are:</p> <p>Beach chalets need to be constructed with fire retardant materials, we had chalets years ago and they were removed due to vandalism and fires. I have a Blyth contact, if required I can ask if they've had any problems.</p> <p>What is planned for Rocket House? I would imagine it's listed and within the conservation area. This building does have some historical value, being the location the RNLI used to set off the Rockets to notify members to launch the rescue boat early in the last century. It needs a damp course, external re-rendering / painting and new windows.</p> <p>Looks as if the Beach Lifeguards have not been considered. Where is the lifeguard Station which also acts as the point for first aid, lost children and drinking water? These are provisions required for any beach awards (Seaside Award / Blue Flag). Lifeguards could they be based in the commercial building with a</p> | <p>Noted. See comment above.</p> <p>Noted. The refurbishment of the Rocket House will be considered as part of the regeneration proposals.</p> <p>Noted. See comment above. The signage and ways to improve the coach Park will be investigated. A review of car parking will be undertaken.</p> |

| Question Number | Organisation (including ref number) | Comments | Policy Response |
|-----------------------------|---|--|---|
| Council Department Response | Hartlepool Borough Council Parks and Countryside Quality and Safety Officer | <p>lookout tower? If this was to be considered the Commercial Centre would need to be closer to the prom.</p> <p>Finally central car parking is an issue, the Coach Park which is to be retained is sufficient to hold the number of visitors, however people insist on parking nearer to the attractions which cause congestion problems in the central parking area, the plan states this area is to be extended but I still envisage parking congestion and more disabled spaces are required, with more parking enforcement. Like the idea there is one entry / exit into this car park, at the moment the one way system is not enforced causing near collisions and problems getting out of the car park. Parking in areas not designated as parking needs to be enforced in this area, particularly the entrance and exit of this car park.</p> | A review of car parking will be undertaken. |
| Council Department Response | <p>Hartlepool Borough Council Legionella Team Leader</p> <p>HBC Consultee 3</p> | <p>If this goes ahead in the scale that the proposal seems to suggest then;</p> <ol style="list-style-type: none"> 1) We have a duty of care to protect our staff and the members of the public from Legionella bacteria & to maintain bathing water quality. 2) The current method of using rapid release chlorine tablets and regular draining of the paddling pool will be insufficient and would, if adopted, fail miserably. 3) This feature will need a full water treatment program in | <p>Noted. The safety and maintenance of the water play facility will be investigated to design out any risks. Opportunities to recycle water will be investigated.</p> <p>Noted</p> |

| Question Number | Organisation (including ref number) | Comments | Policy Response |
|-----------------------------|---|--|-----------------|
| Council Department Response | Hartlepool Borough Council Legionella Team Leader | <p>place (in-line with the original specification at Block Sands) and we all know what happened to that.</p> <ul style="list-style-type: none"> • Such systems might be fine in-land but they struggle to handle the specific problems associated with the seaside. • Seagulls, ducks etc love to roost on these patches of water and contribute a huge impact on chlorine demand. • The 'exhaust' from these birds will find itself on the sand filtration system and the whole unit will become an incubator for various, potentially pathogenic, bacteria – see Block Sands • There always will be a tremendous amount of littering which will also add to the organic loading of the pool – se Block Sands • Experience has shown that these ponds become a means for locals to wash their boots, dogs, bikes etc. – see Block Sands • The lovely little children bring various pieces of the beach to play with in the pool – rocks, sand, sea weed & livestock – see Block Sands • It will become a regular bubble bath when various people lob in a bottle of washing-up liquid – as occurs a Wesley Fountain. | |

| Question Number | Organisation (including ref number) | Comments | Policy Response |
|-----------------------------|---|---|---|
| Council Department Response | Hartlepool Borough Council Legionella Team Leader | <p>4) All those factors from item (3) will ensure that the feature will require close monitoring to maintain even the basic water quality. I would expect at least twice per day.</p> <p>5) The need for routine maintenance on pumps & electrics (moth balling the plant in winter and commissioning in the Spring.</p> <p>6) There will be a need for routine microbiological sampling and the associated costs.</p> <p>7) If it is decided to go down the 'routine drain down' route the pure size of the pool will incur significant water charges and problems with downtime whilst it is drained and refilled. I would suspect that this would be unpopular with the Members when the locals start revolting. Not forgetting that such volumes will be subject to neutralisation and possibly discharge consent.</p> <p>8) I'll leave you to worry about dog fouling & the slips, trips and falls issues.</p> <p>9) Finally, from a Legionella point of view I can imagine it being subject to intense scrutiny and when we do isolate the bacteria, which we will, there will be a huge amount of bad publicity as had occurred in other Councils up and</p> | Noted. The safety and maintenance of the water play facility will be investigated to design out any risks. Opportunities to recycle water will be investigated. |

| Question Number | Organisation (including ref number) | Comments | Policy Response |
|---|---|---|---|
| Council Department Response | | down the length of the British Isles. Don't forget the fountain outside the Seaburn Hotel ended up being a huge plant pot. This feature will end up being a white elephant. | |
| Economic Regeneration Forum Business Response | Economic Regeneration Forum Business Representative Email1 | Having reviewed the plan presented at the meeting, I agree with the proposed developments and hope that progress can be made with the Longscar Hall situation as this is a blight on the landscape! A couple of suggestions from me would be to extend the promenade into the marina as currently not easy for cyclists to get to and from without dismounting and would increase footfall to restaurants and cafes from cyclists. A another facility/attraction could be along the lines of the Barclays bikes in London, where by hire cycle hubs could be placed at both marina and seaton carew, with a variety of cycle maps for families to hire which again would connect both areas together and make it seamless. | Noted |
| Resident E-Mail | Email 2- Resident | In principle I think what is being proposed is a fantastic long overdue idea. the only thing I would personally disagree with is the need to build houses on the car park behind the golf club, this has got to be the most ridiculous place to put housing I have ever heard. Surely the resort as a whole would benefit much more by some sort of entertainment based attraction being built on this site that would attract out of town visitors. The priority of the whole proposal however has got to be the demolition of the longscar centre. Has their been any thought to extending the | Noted. The Longscar is a key priority for the SPD. The SPD will be updated to include the approaches to Seaton Carew. |

| Question Number | Organisation (including ref number) | Comments | Policy Response |
|-----------------|-------------------------------------|---|-----------------|
| Resident E-Mail | | resort to the north to provide other possible attractions to draw in visitors?? | |
| Resident E-Mail | Email 3 - Resident | <p>We've just been taking a look at the master plans for Seaton Carew and want to feed back that we think there should be a championship grade mini golf course included somewhere in the plans.</p> <p>Your website here states that you were planning to include mini golf http://www.hartlepool.gov.uk/info/200079/regeneration/1704/seaton_carew_masterplan/1</p> <p>But the only mention in the consultation paper is a mention of the sports domes which is quite different.</p> <p>Since first playing a round of mini golf last summer up at Newcastle (http://www.parklandsgolf.co.uk/play/mini-golf/), we were hooked. We enjoy the wild west themed course at Adventure Valley in Durham (http://adventurevalley.co.uk/gallery/adventure_valley_golf) and made a point of playing as many courses as possible on a trip to Scotland last summer. Our favourite from Scotland was Jurassic Parr in Glasgow (http://www.worldofgolf.co.uk/golf-centres/glasgow/jurassic-parr/) - the but there were also courses in Broddick and Dunfermline.</p> | Noted |

| Question Number | Organisation (including ref number) | Comments | Policy Response |
|-----------------|-------------------------------------|---|-----------------|
| Resident E-Mail | Email 3-Resident | <p>Our favourite courses of all are the two championship mini golf courses which have helped to regenerate the sea front at New Brighton on the Wirral. I'd urge you to read up about it or take a fact finding trip over there to see how the courses have really been key to the regeneration - it's the main reason why any of our friends or family would take the trouble of travelling an hour to visit the town. The first course is an 18 hole course based on the best holes from real world championship courses. The second course was added last year and is based on a theme of local landmarks and history. Have a read through the comments on facebook (https://www.facebook.com/pages/Championship-Adventure-Golf/156452377853621) or tripadvisor (http://www.tripadvisor.co.uk/Attraction_Review-g528777-d4550495-Reviews-Championship_Adventure_Golf-New_Brighton_Wirral_Merseyside_England.html) to see how popular they are with a wide range of ages.</p> <p>The reason why I'd suggest mini golf is because it's great fun when the course is done well. It brings in money and provides employment and good courses offer loyalty cards - get your sixth game free! Families enjoy the game and I've often returned with friends or cousins who want to take on the challenge. Anything which could encourage people to return time and again, tell friends and bring them along, get people to spend money and provide jobs should be considered so please take a look at some of the other courses out there and consider it in the final plans.</p> | Noted |

| Question Number | Organisation (including ref number) | Comments | Policy Response |
|--|-------------------------------------|--|--|
| Resident E-Mail | Email 3-Resident | <p>We've also played some smaller courses in the region - there is one on the sea front in South Shields and one in Barnard Castle. Both courses seemed popular while we were there but I felt that the courses were a bit cramped and neither were full 18 hole courses so the games were over rather quickly and didn't seem to be quite such a good deal so we'd be less likely to be back.</p> <p>Doesn't have to be a sea front thing if you can signpost people to the park. The New Brighton course works quite well because it is located in a sheltered dip below the road and sea wall so it is out of the wind.</p> | Noted |
| Q1. Would you like to see any other areas included within the Seaton Carew SPD | | | |
| Open-Ended Response | | | |
| <p>Questionnaire Responses</p> <p>Q1. Would you like to see any other areas included within the Seaton Carew SPD</p> | SC005 | No | Noted |
| | SC006 | No | Noted |
| | SC007 | The whole of the "Front" walkway from former fairground site to the Marina A) To provide some joined up recreational facility and give the Front some real purpose. B) Developcycle racing and a "Noddy train" transport for children, elderly a general public access/enjoyment. | Noted. Additional Playbuilder equipment will be investigated. |
| | SC009 | Library service | Noted however the library service is outside the remit of the SPD. |
| | SC010 | I would like to see more palm trees with seats underneath to allow people who are enjoying walking the promenade to sit and rest, as well as enjoy the scenery of the beautiful calming sea. | Noted. Covered in SPD |
| | SC012 | No | Noted |

| Question Number | Organisation (including ref number) | Comments | Policy Response |
|-----------------|-------------------------------------|--|---|
| Question 1 | SC016 | Q5 - Seaton Train Station could be made more comfortable. With vending machines and path and road access. Needs money spending on it. | Noted- Reference will be made to the train station. |
| | SC018 | None come to mind | Noted |
| | SC019 | Stop the ongoing enlargement of waste tips. | Noted |
| | SC020 | The existing seems comprehensive | Noted |
| | SC021 | No | Noted |
| | SC022 | No, the existing is quite comprehensive. | Noted |
| | SC024 | no | Noted |
| | SC025 | possibly | Noted |
| | SC026 | cannot get onto website to see plan | Noted |
| | SC033 | No | Noted |
| | SC036 | No | Noted |
| | SC038 | no | Noted |
| | SC039 | No | Noted |
| | SC040 | Yes | Noted |
| | SC041 | Not at the moment as we need to focus on the current plan succeeding. | Noted |
| | SC044 | Yes the area of grass that Grosmont Road runs along. This area of grass has fences and gates that are in poor condition. Also the building on the front that is the old Las Vegas arcade, this is one of the building that is showing up the front, along with the house that is 51 the front. | Noted. Enquiries with enforcement will be made. |
| | SC047 | No | Noted |
| | SC048 | Yes, The field that is opposite Holy trinity school. The fences and gates are in poor condition here. The old Las vegas arcade on the front also is in a poor condition and makes the front look bad. | Noted. Enquiries with enforcement will be made. |

| Question Number | Organisation (including ref number) | Comments | Policy Response |
|-----------------|-------------------------------------|---|--|
| Question 1 | SC049 | No | Noted |
| | SC051 | Yes | Noted |
| | SC053 | No | Noted |
| | SC054 | no | Noted |
| | SC055 | No | Noted |
| | SC056 | no | Noted |
| | SC059 | No | Noted |
| | SC060 | yes | Noted |
| | SC062 | No | Noted |
| | SC068 | No | Noted |
| | SC071 | none | Noted |
| | SC072 | no | Noted |
| | SC076 | decent pub | Noted. There are sufficient pubs. |
| | SC077 | Longscar Centre to be removed from the area within the SPD. | Noted. Do not agree. The Longscar is the main issues within the area to address. |
| | SC079 | Coastal approach and exit routes need improving, especially Tees Rd. Consider screening to hide tip (s) ? | Noted. Reference will be made to approaches to Seaton. |
| | SC080 | The sea | Noted |
| | SC083 | No | Noted |
| | SC084 | Seaton SPD Plan 2015 link does not work | Noted |
| | SC086 | no | Noted |
| | SC092 | no | Noted |
| | SC093 | No as long as the community hub provides infrastructure support for bowls, tennis and football provision in and around the park | Noted- Feasibility of tennis and bowls facilities will be investigated as part of the SPD. |
| | SC094 | No | Noted |
| | SC095 | No | Noted |

| Question Number | Organisation (including ref number) | Comments | Policy Response |
|-----------------|-------------------------------------|---|---|
| Question 1 | SC098 | No | Noted |
| | SC099 | No - Covers the key priority areas in Seaton | Noted |
| | SC102 | unsure | Noted |
| | SC103 | The area west of coronation drive down to newburn bridge. | Noted. Reference to this area will be included. |
| | SC106 | those shown are a priority | |
| | SC107 | I would like to see our Hospital supported with the monies being spent on this update at Seaton | Noted. The hospital is not part of this SPD. The hospital is NHS funded not Local Authority funded. |
| | SC108 | No | Noted |
| | SC109 | more play equipment along the prom on coronation drive | Noted. Additional Playbuilder and play sites will be investigated. |
| | SC111 | no | Noted |
| | SC112 | Not especially | Noted |
| | SC114 | no | Noted |
| | SC116 | yes | Noted |
| | SC117 | No | Noted |
| | SC119 | no | Noted |
| | SC120 | Yes, the area of the front from Newburn Bridge to Seaton carew | Noted |
| | SC121 | Tighter control on rubbish tips to north and south of the village. Waste plastic and paper from both sites blows into Seaton depending on the wind direction. | Noted. This is outside of the remit of the SPD |
| | SC124 | No | Noted |
| | SC126 | As for now your planning to develop the main area that needs it, the old fair ground and where the very run down Coasters is located. | Noted |
| | SC130 | No, it covers the areas needing regeneration. | Noted |
| | SC131 | No preference. | Noted |

| Question Number | Organisation (including ref number) | Comments | Policy Response |
|-----------------|-------------------------------------|---|---|
| Question 1 | SC134 | I've looked at the plan for Seaton and it looks good but I hope you are not building too high as that is what spoilt the front with the present buildings - you dominated the older, attractive remnants of the 'village' by building the Longscar Hall so preferably it should only be 'one storey' buildings. | Noted. Heritage and building scale and massing are covered within the SPD |
| | SC138 | The Cliff | Noted |
| | SC140 | las vegas amusements centre should be next to be regenerated / purchased / sold on. | Noted. See comment above. |
| | SC141 | Corner of Warrior Drive and Coronation Drive. | Noted |
| | SC143 | no | Noted |
| | SC144 | No | Noted |
| | SC146 | The tip at Newburnbridge is a disgrace and stincks on days when the wind is in the right direction also the amount of mud left all over the road | Noted |
| | SC149 | No | Noted |
| | SC151 | Graythorp | Noted |
| | SC157 | Yes | Noted |
| | SC158 | No | Noted |
| | SC159 | No | Noted |
| | SC160 | No | Noted |
| | SC161 | no | Noted |
| | SC162 | The landfill sites | Noted |
| | SC163 | yes; all the coast area, from Crimdon to Seaton | Noted. Disagree as the area needs to be focussed within Seaton Carew. |
| | SC164 | no | Noted |
| | SC165 | No. The Front is the most important area. | Noted |
| | SC167 | Yes. Most of Hartlepool. | Noted |

| Question Number | Organisation (including ref number) | Comments | Policy Response |
|-----------------|-------------------------------------|---|-----------------|
| Question 1 | SC169 | No | Noted |
| | SC171 | No | Noted |
| | SC174 | No | Noted |
| | SC176 | Yes | Noted |
| | SC177 | access road to station lane slipway ... | Noted |
| | SC178 | Not at the momment | Noted |
| | SC180 | No | Noted |
| | SC183 | No | Noted |
| | SC184 | No | Noted |
| | SC185 | | Noted |
| | SC186 | no | Noted |
| | SC188 | No | Noted |
| | SC190 | No | Noted |
| | SC192 | No | Noted |
| | SC193 | NOT SURE | Noted |
| | SC197 | All of coronation drive | Noted |
| | SC198 | No | Noted |
| | SC199 | No, I think that covers it well. | Noted |
| | SC202 | No | Noted |
| | SC203 | no | Noted |
| | SC209 | No | Noted |
| | SC212 | No | Noted |
| | SC217 | No | Noted |
| | SC219 | No | Noted |
| | SC220 | no | Noted |
| | SC221 | no | Noted |

| Question Number | Organisation (including ref number) | Comments | Policy Response |
|-----------------|-------------------------------------|--|--|
| Question 1 | SC232 | No longscar building is a priority for me and also any run down buildings on the opposite side of the road. Most now have been significantly improved | Noted |
| | SC233 | I would like to see some development along the stretch to Newburn Bridge | Noted. |
| | SC234 | I would like to see community areas within Seaton Carew be included. There are some big estates such as Warrior Park / Drakes Park with limited or run down facilities and are close enough to the sea front that they would benefit from being redeveloped. The pond area is lovely, however it could attract more visitors if it had enhancing facilities such as information points about the kind of wildlife attracted during the seasons, a seasonal coffee station etc. The Schooner pub is and has looked dark and depressing and uninviting for nearly a decade now. Considering the amount of people living in the catchment area, this should be a hub for all who want to get together. A weatherspoons pub would be more appropriate and bring in more of the residence than a dark dingey pub. | Noted. The focus of the SPD is the Front and the creation of community facilities within Seaton Park |
| | SC236 | Yes | Noted |
| | SC238 | The park area | Noted. This area is included within the SPD |
| | SC240 | In need of bakery +fresh veg small shops on front | Noted |
| | SC242 | The front is the main attraction and yet it is the most run down area of Seaton Carew, I would focus mainly there. | Noted. The SPD focuses on this area. |
| | SC244 | No | Noted |
| | SC245 | No | Noted |
| | SC249 | no. it looks great as it is. | Noted |
| | SC251 | no | Noted |

| Question Number | Organisation (including ref number) | Comments | Policy Response |
|-----------------|-------------------------------------|--|--|
| Question 1 | SC256 | A swimming pool and a gym or something different for the youth to do because my personal opinion is that there is only the arcades and gambling isn't good for the younger generation it's constantly costing money just to get to town and do something with myself where as it would just be and short walk away | Noted. Youth facilities are included within the SPD. |
| | SC257 | No | Noted |
| | SC258 | Improvements to the landfill site to stop rubbish being blown about | Noted. |
| | SC261 | Newburn Bridge Area | Noted. |
| | SC262 | No | Noted |
| | SC263 | No | Noted |
| | SC265 | no | Noted |
| | SC266 | Landfill sites either end of Seaton Carew | Noted |
| | SC271 | The park and the car park of the old fairground site | Noted. These areas are included within the SPD |
| | SC272 | Railway station | Noted |
| | SC275 | I think it should encompass the whole area, not just selected development sites, in terms of considering the impact of any individual area on the rest of the surrounding areas (eg new housing may require more school places, closing a youth centre requires provision of facilities elsewhere) | Noted |
| | SC276 | No. | Noted |
| | SC277 | Seaton Green | Noted |
| | SC279 | No | Noted |
| | SC285 | Something to hide power station and steel works | Noted |
| | SC288 | more things for children | Noted |
| | SC289 | Get rid of those old bulidings that once was coasters pub... there | Noted |

| Question Number | Organisation (including ref number) | Comments | Policy Response |
|-----------------|-------------------------------------|---|---|
| Question 1 | | an i sore to seaton crew x | |
| | SC294 | No | Noted |
| | SC295 | I have concerns re parking and volume of traffic on main road | Noted. Improved pedestrian crossings will be included within the SPD |
| | SC296 | No | Noted |
| | SC299 | Don't think so | Noted |
| | SC301 | No | Noted |
| | SC306 | No | Noted |
| | SC307 | no | Noted |
| | SC308 | No | Noted |
| | SC309 | No | Noted |
| | SC310 | Marina, town, dyke house | Noted. Disagree. This area is too far away from Seaton Carew. The Marina is being considered as part of the Hartlepool Regeneration Masterplan. |
| | SC319 | No | Noted |
| | SC324 | No I think the recommendations are adequate for the moment | Noted |
| | SC325 | The park needs updating and would be good if it had designated off lead dog area | Noted. References to improving Seaton Park will be included within the SPD. |
| | SC326 | The whole 'front' should come under consideration. From newborn bridge to the end of the promenade. | Noted |
| | SC328 | More car parking facilities. | Noted |
| | SC329 | No | Noted |
| | SC330 | No | Noted |
| | SC331 | no | Noted |
| | SC332 | No | Noted |
| | SC333 | | Noted |

| Question Number | Organisation (including ref number) | Comments | Policy Response |
|-----------------|-------------------------------------|---|-----------------|
| Question 1 | SC334 | Get the landfill sorted out - Once ad for all. | Noted |
| | SC336 | Yes | Noted |
| | SC338 | No | Noted |
| | SC341 | Yes a public access ramp or track to the sea to launch pleasure watercraft. As a seaside resort people should be encouraged to take up water sports, fishing, pleasure boating, jet skis etc, the towns economy could improve as sales and servicing would be required if there is demand. | Noted |
| | SC343 | Shopping centre | Noted |
| | SC345 | No | Noted |
| | SC346 | Coronation drive | Noted |
| | SC347 | The longscar site. Build a 'splash' facility. This will give people a reason to come to seaton all year around. It will not be in competition with the local businesses. It will capture all the people who go out of town to splash in Stockton. it will bring loads more trade into Seaton. It will provide employment for the people of Hartlepool. Mill house is in an awful state of repair. Close it and rebuild in Seaton. The size of the splash footprint (measured on google earth) easily fits on to the longscar centre site with room to spare. It would be a flagship investment in the area and wold re-generate the area for the next 30 years. This could be done at the expense of everything else, as there would not be a need to do anything else. | Noted |
| | SC350 | No areas specifically but I would like off lead dog facilities available at the seafront to be maintained. | Noted |
| | SC352 | No | Noted |
| | SC353 | Yes | Noted |

| Question Number | Organisation (including ref number) | Comments | Policy Response |
|---|-------------------------------------|--|--|
| Question 1 | SC355 | The Green and War Memorial | Noted |
| | SC356 | Yes | Noted |
| | SC357 | No | Noted |
| | SC358 | Get rid of all the buildings that a left to go to wreck and ruin | Noted |
| | SC361 | I think the business along the sea front could do with some attention as all the buildings look run down. There should also be something in place to keep the beach clean as it always seems to be covered in litter, broken glass and dog mess | Noted. The Parks and Countryside team will be informed of the litter, broken glass and dog mess. |
| | SC362 | No. | Noted |
| | SC363 | Redcar beach | Noted |
| | SC364 | Outdoor fitness equipment along the prom | Noted |
| | SC365 | From marina to power station. | Noted |
| | SC366 | Some thing done with longscar its a eye sore, more bins, something | Noted |
| | SC367 | no | Noted |
| | SC374 | The longscar centre | Noted |
| | SC375 | Extension of car park at Newburn Bridge (near toilet block). At weekends and on numerous evenings cars fill the small car park and then start to park on the grass. Needs to be expanded. | Noted. The feasibility of the car park extension will be considered. |
| | SC376 | No | Noted |
| Q3. Would you like to see any the aims included within the Seaton Carew Masterplan? | | | |
| Open-Ended Response | | | |
| Q3. Would you like to see any other aims included within the Seaton | SC001 | No, just an understanding by decision makers that Seaton carew is a small place and has-other than seafront area-few amenities. Further housing (eg Coronation Drive.Warrior Drive area) will overburden the school, public teransport and shopping facilities and spoil the wider green open area welcoming visitors from the | Noted. The SPD does not propose to develop the green wedge along coronation drive with the exception of the infill site at Coronation Drive/Warrior Drive. Design guidance is included with the SPD. |

| Question Number | Organisation (including ref number) | Comments | Policy Response |
|---------------------------------|-------------------------------------|--|---|
| Carew Masterplan? Question 3 | | North of Seaton along Coronation Drive. | The Local Plan that is being produced in conjunction to the SPD will take account of housing sites and will look at wider infrastructure needs as a result of these. |
| | SC002 | Cleaner beach | Noted. The Parks and Countryside team will be informed. |
| | SC005 | Demolish Longscar Hall | Noted |
| | SC006 | Demolish Longscar Hall | Noted |
| | SC007 | 1. See comment above Seaton should not be isolated from Hartlepool but connected to it to enhance the support to economic vibrancy of whole of Hartlepool, Seaton, Marina and Headland tourist attractions should be co-ordinated eg by a "Noddy train" tourism linkage!! a pitch and putt/mini golf and Coronation Drive area and more parking facility. 2) No where in this plan is there any provision for wider activity or shelter to cope with the North East seaside variable weather!! No indoor provisions for safe play area for children under supervision? 3) No reference or encouragement to visit Seaton by rail connection and Seaton Station. 4) No mention to develop Seaton Park or reference to enhance facilities thereat/library/changing rooms etc. pitch and putt green. | Noted. Shelters will be considered as part of the environmental improvements. Seaton park is included within the plan. Routes into Seaton will be included in the SPD |
| | SC008 | Reintroduction of a regular bus service | Noted. This is outside the scope of the SPD |
| | SC010 | Please consider a special area where such as children's entertainment can be accessed. At present it spoils the view when roundabout and shows are placed on the beautiful green lawns. | Noted. The open spaces and Conservation areas are key areas within the SPD. |

| Question Number | Organisation (including ref number) | Comments | Policy Response |
|-----------------|-------------------------------------|---|--|
| Question 3 | SC012 | No | Noted |
| | SC013 | Yes, close tips and open caravan parks. | Noted |
| | SC014 | I assume #2 includes toilet facilities, which are sadly lacking in the village | Noted. There are existing toilet facilities within Seaton Carew. |
| | SC016 | More money needs to be spent on all area's clean, especially on busy days as the rubbish left is terrible. More cafe's and eating areas needed | Noted. The street cleansing teams will be informed. |
| | SC017 | Any houses that are built should be in keeping with a traditional sea front | Noted. Heritage and design is an important consideration within the SPD |
| | SC018 | Better control of the tip area near domes, has significant impact on Seaton Carew area. Pedestrianise area from Seaton Lane up to Elizabeth Way (Access only for delivery residents etc) | Noted. Pedestrianisation would be impractical |
| | SC019 | The deprivation at Seaton is the same as the rest of the town which is further impacted by the continued disregard of EU Laws which state that a waste tip cannot be placed within 800m of the high water mark. Newburn is only across the road and ABLE on Brenda Road is only 400m away from the MHW. | Noted |
| | SC020 | It is essential the plans should make the most of the Seaton Carew Conservation Area. Existing businesses must be supported. | Noted. A reference to supporting existing businesses will be included. |
| | SC021 | Incorporate a combined heat and power system, and encourage solar and wind technologies in both private homes and communities in general | Noted. The Planning team seek to ensure renewables are included in housing developments across the town. |
| | SC022 | The Masterplan should make the most of the historic Seaton Carew Conservation Area. Plans should be complementary to and support existing businesses. | Noted |
| | SC023 | | Noted |

| Question Number | Organisation (including ref number) | Comments | Policy Response |
|-----------------|-------------------------------------|---|--|
| Question 3 | SC024 | in summer see many families walking to seaton there does not appear to be enough public transport to and from seaton carew especially on Sundays and public hollidays | Noted. Public transport is outside the remit of the SPD. |
| | SC027 | I would like to see a permanent amusement fair ground again as we had in the past with a large ferris wheel at its hub. | Noted |
| | SC031 | Estate renovation for visual impact | Noted |
| | SC033 | No | Noted |
| | SC035 | A decent public transport infrastructure to make all the developments planned feasible, and provide activities for youth in the evening | Noted |
| | SC037 | Renewable energy (PV, Wind, Wave) in sensible and mutually agreed areas where land and coastline permit, as well as PV on all council buildings and grants for more PV on domestic buildings. | Noted |
| | SC038 | Removal of the fairground rides | Noted |
| | SC039 | No | Noted |
| | SC043 | Not to overwhelm the existing retail businesses | Noted |
| | SC045 | Extend parking facilities. | Noted. Car Parking will be considered within the SPD |
| | SC046 | A big clean up | Noted. The street cleansing team will be notified. |
| | SC047 | More attractions | Noted |
| | SC049 | Keep seaton primarily as a residential area | Noted. Seaton Carew has a dual role and is an important visitor destination. |
| | SC054 | to provide provision of facilities/resources with serious consideration being given to the needs ans wishes of the local residents - Seaton Carew is now a predominantly a residential | Noted. Any commercial development would be based upon demand. |

| Question Number | Organisation (including ref number) | Comments | Policy Response |
|-----------------|-------------------------------------|---|---|
| Question 3 | | area with large scale housing developments taking place in recent years. Any proposals for future commercial developments should give the views and needs of residents priority. We already suffer the results of existing numerous fast-food outlets causing major littering, parking and anti-social behaviour issues. Revitalisation of the Saltburn area with an emphasis on local historic/cultural qualities may well be suitable for the Seaton area with the creation of gallery/exhibition spaces, workshop/studio facilities which could offer opportunities to take advantage of the tremendous natural land/seascape and link-up with RSPB Saltholme and Natural England. It should not need to be pointed out that almost all of the car-parking provision that was available in the 60's heydays of Seaton Carew as a resort has now been developed for residential use so the emphasis should in the future be firmly on quality provision rather than any return to the long - gone appeal of a 'resort' destination. | A reference to nature tourism will be added to the SPD. |
| | SC055 | Empty run down buildings sorted or compulsory purchase orders placed | Noted |
| | SC058 | Sports facilities | Noted |
| | SC062 | Anything to stop the council from trying to drag it down any further | Noted |
| | SC065 | Car park back of Seaton golf club needs improving to cater for large buses/ people carriers for invalid/ wheelchair users | Noted |
| | SC071 | no | Noted |
| | SC077 | Support the redevelopment of the Longscar Centre site for a comprehensive commercial and residential scheme as a focal point for The Front area. | Noted. Disagree. |
| | SC078 | Seaton Carew does not look critical to the Strategic Road | Noted |

| Question Number | Organisation (including ref number) | Comments | Policy Response |
|-----------------|-------------------------------------|---|---|
| Question 3 | | Network but if relevant consideration of any impact thereon should be given. | |
| | SC079 | Develop SC as an attraction with an events manager to ensure there is always something to see and do all summer and school holidays, regardless of the weather. | Noted. Events spaces are included within the SPD |
| | SC080 | Improve the quality of life for residents | Noted |
| | SC083 | No | Noted |
| | SC084 | Get rid of the Longscar Centre !! | Noted |
| | SC086 | no | Noted |
| | SC093 | No | Noted |
| | SC094 | Ensure a safe and comfortable environment for Seaton Carew residents | Noted |
| | SC095 | No | Noted |
| | SC102 | unsure | Noted |
| | SC105 | Enhance the use of our excellent beach and the sea, with maybe a watersports centre, jetski hire, sea kayak hire, pedaloes (in an area made safe by floating rope as other resorts do). We get quite a lot of sunshine here compared to other places, and this sort of outdoor activity is just as viable as outdoor eateries in other parts of the town. | Noted. The Local Authority will make all efforts to bring in private development to enhance the tourism industry and promote tourism. |
| | SC106 | encourage visitors | Noted |
| | SC107 | Again i would like any monies for this project to be spent supporting the retention of our Hospital | Noted. The hospital is not included within the remit of the SPD. |
| | SC108 | no | Noted |
| | SC115 | Make it a destination! | Noted |
| | SC120 | More landscaping of the large grassed area of Coronation Drive back towards the tips site, with pathways for walkers etc | Noted |

| Question Number | Organisation (including ref number) | Comments | Policy Response |
|-----------------|-------------------------------------|--|---|
| Question 3 | SC121 | Remove Longscar hall and replace with a small exclusive shopping mall. | Noted. A shopping mall is not appropriate at this location. |
| | SC122 | a fit for purpose indoor play area for children. The facilities in "Talk of the Town" are dated at best | Noted |
| | SC124 | I think it covers most of the areas I would just like to see the eyesore Longscar Hall demolished as it spoils the look of the sea front | Noted |
| | SC127 | Reduce travel times through Seaton | Noted |
| | SC134 | Endeavour to keep it litter free if possible! | Noted |
| | SC136 | Demolition of Longscar Hall | Noted. Longscar Hall is a key part of the SPD |
| | SC138 | Maintenance a priority | Noted |
| | SC140 | Residents views on parking need to be addressed as I struggle to get parked outside my house even with a permit. also ridiculous that I have to pay 20 pounds to sometimes park outside my own home. | Noted |
| | SC143 | don't know | Noted |
| | SC147 | Removal of Lingscar Hall | Noted |
| | SC149 | Make the people who live here proud of there home town | Noted |
| | SC150 | Yes amendments to existing Longscar Hall | Noted |
| | SC155 | More parking | Noted |
| | SC157 | Yes | Noted |
| | SC158 | No | Noted |
| | SC159 | Get rid of longscar centre and make a car park NO MORE FOOD OUTLETS please. The business find it hard without anymore shops getting built, use the empty shops that are already there. | Noted. |
| | SC160 | The banishment of the eyesore on the front must be a priority | Noted |
| | SC162 | A dry ski slope on the landfill sites. A world class public art | Noted |

| Question Number | Organisation (including ref number) | Comments | Policy Response |
|-----------------|-------------------------------------|--|--|
| Question 3 | | sculpture along the prom. Illuminations like they have at Blackpool. A tower bigger than the proposed wind turbines. A subterranean pier just to be different from Redcar. | |
| | SC163 | Get rid of unwanted building grots | Noted |
| | SC164 | no | Noted |
| | SC165 | Get rid of Coasters | Noted |
| | SC169 | I think it's important that Seaton Carew retains its 'village' character, despite urban development and, in line with this, that the area is protected from a plethora of advertising signage, 'kiss me quick' developments, and garish retail outlets. In short, it should be the Eastbourne of the North, rather than the Blackpool. | Noted |
| | SC171 | No | Noted |
| | SC175 | Get rid of trucks carrying waste through main road through Seaton. | Noted. The feasibility of Heavy Loads routes will be investigated. |
| | SC177 | sort out the car parking , there is not enough car parking in seaton on sunny days... | Noted |
| | SC178 | | Noted |
| | SC179 | Wardens to issue on spot fines for parking?dog fouling/litter dropping etc. In hartlepool these rules/laws need to be enforced not just written as is the case at present. | Noted |
| | SC183 | Sea and Wildlife protection | Noted. The SPD will be the subject of a Habitats Regulations Assessment and Natural England have been consulted. |
| | SC184 | No | Noted |
| | SC186 | no | Noted |
| | SC190 | Remember where we are - the North East of England - any proposals should take into account of the weather we get, cold, | Noted |

| Question Number | Organisation (including ref number) | Comments | Policy Response |
|-----------------|-------------------------------------|--|--|
| Question 3 | | wet and windy | |
| | SC191 | More car parking facilities | Noted. Car parking will be investigated. |
| | SC193 | NOT SURE | Noted |
| | SC202 | Improved transportation bus routes etc | Noted |
| | SC205 | Facilities to include music venues and events | Noted |
| | SC207 | No, the first 2 above are of significant benefit | Noted |
| | SC209 | No | Noted |
| | SC211 | Eliminate the run down buildings and improve the general visual impact of the area. (although covered by the other aims I feel it should be made explicit - and could be done at less cost) | Noted |
| | SC212 | Keep the west side of Coronation Drive clear of housing for about 30 meters and landscape the area for the benefit of the tenants and public to enjoy. | Noted |
| | SC213 | more proper toilets | Noted |
| | SC217 | More beach chalets | Noted. Beach chalets are included within the SPD |
| | SC219 | Focus on recreation | Noted |
| | SC221 | no | Noted |
| | SC228 | allow the sea coal men back on the beaches to keep the sand golden. | Noted |
| | SC234 | Increase awareness of the area and its facilities using appropriate marketing tools. We need more tourists here, its a great place for those who know about it. | Noted |
| | SC235 | Yes | Noted |
| | SC236 | Putting fun rides in better. Places so it doesn't spoil views. And bakery % fresh veg shop on front | Noted |

| Question Number | Organisation (including ref number) | Comments | Policy Response |
|-----------------|-------------------------------------|---|---|
| Question 3 | SC240 | Yes small fresh bakery + fresh veg shop | Noted |
| | SC241 | get rid of the tips at both ends of the village | Noted |
| | SC242 | It would be nice to see young start up businesses in the area supported to help regenerate and modernize Seaton's popularity. | Noted |
| | SC244 | Better education - only one small church primary school need to either rebuild and enhance and improve Golden Flatts or else build a new school at season - possibly on the coronation drive site; focus should be leisure leisure leisure - needs to be facilities which will be successful all year round and not just on sunny/warm days. Need to have attractions/facilities which will attract people from outside Hartlepool - focus of this master plan is too much on residential | Noted. The Local Plan considers wider infrastructure such as schools. |
| | SC245 | No | Noted |
| | SC249 | no | Noted |
| | SC251 | no dogs on the beach | Noted |
| | SC256 | Get rid of all the buildings that are not being used on the seafront such as the lonscar and the cafe's re do the footpaths just to make the place look tidier and more bins | Noted |
| | SC257 | Nothing I can think of | Noted |
| | SC258 | Improve the landfill site - no further development & control of the rubbish | Noted |
| | SC259 | How about a roller skate rink for the young people like we had years ago up seaton | Noted |
| | SC260 | Marketing and promoting Seaton Carew | Noted. The Council's Tourism Officer will be informed of this response. |
| | SC262 | Yes the demolition of the eye sore that was once the lonscar hall. I wonder are rates been paid on this building? | Noted |

| Question Number | Organisation (including ref number) | Comments | Policy Response |
|-----------------|-------------------------------------|--|---|
| Question 3 | SC263 | Demolish the Longscar centre | Noted |
| | SC264 | CCTV cameras to provide a safe environment for visitors and residents and to discourage anti social behaviour which would be a negative for the whole area and discourage visitors especially families, | Noted. There are existing CCTV cameras in Seaton Carew. |
| | SC266 | Removal of landfill sites from what is supposed to be a tourist destination | Noted |
| | SC268 | Try cleaning the sea-coal off the beach for a start..it's not rocket science!!! | Noted |
| | SC276 | Sustainable transport. This masterplan is too limited in scope and should aim to encourage to travel to Seaton Carew sustainably. Not only would this be better for the local environment & health of visitors but could benefit the local economy as well. Tyler et al. (2012) The relevance of parking in the success of urban centres: A review for London Councils http://www.londoncouncils.gov.uk/policylobbying/transport/parkinginlondon/parkingurban.htm (link is external) A desktop review of research found that there was little evidence that the availability of parking but there seemed to be little correlation between parking and commercial success and that a good mix of shops and a quality environment are more important in attracting visitors. Krag, T. (2002) "Commerce and Bicycles", Paper presented at 'Trafikdage' at Aalborg University, 2002. Translated from the Danish. http://copenhagenize.eu/dox/Commerce_and_Bicycles-Thomas_Krag.pdf (link is external) A review of mostly continental European studies found that in town centres, pedestrians and cyclists shopped more frequently, so even though they spend | Noted. Cycle parking provision will be included within the revised designs. Cycling is an important element of sustainable travel and the project will aim to enhance cycling facilities. |

| Question Number | Organisation (including ref number) | Comments | Policy Response |
|-----------------|-------------------------------------|--|--|
| Question 3 | | less per trip than car drivers, in total they spent more. Shopkeepers tend to underestimate the number of customers who come by bike, making them reluctant to provide for them at the expense of car parking. | |
| | SC277 | Return to Victorian seaside village. Return of community facilities such as the youth centre, sports centre and have them enhanced with a gym and cafe. Restore Victorian garden layout on sea front. Put back the skating rink with Victorian style. Rebuild the South Shelter. Move the funfair off the sea front and back to the South of the village where it used to be. Get the sea coalers cleaning the beach again. Make the front pedestrianised. | Noted. Community facilities are included within the SPD. |
| | SC279 | No | Noted |
| | SC281 | to bring a mini blackpool more job more holiday makers nothing now there for people other wise we will still have nothing | Noted |
| | SC286 | Remove eyesore thst is coasters old lingscar hall | Noted |
| | SC289 | I would like to see some huts/challets to rent on the sea front for people to use x | Noted. Beach huts are included within the SPD. |
| | SC293 | Make it affordable for all to enjoy a day out by the seaside. Pointless having fab new facilities if people can't afford to use them | Noted |
| | SC294 | To return fun activities to the area. | Noted |
| | SC295 | Profusion of inexpensive activities more educational | Noted |
| | SC296 | No | Noted |
| | SC297 | Let the sea coalers back on the beach as it looks a mess | Noted. Sea Coalers will be granted access however this is outside the remit of the SPD |
| | SC299 | Would like local residents to be considered more and more | Noted |

| Question Number | Organisation (including ref number) | Comments | Policy Response |
|-----------------|-------------------------------------|--|-----------------|
| Question 3 | | rubbish bins provided with clear instructions on how to use them! | |
| | SC303 | Showground should be brought back, and longscar hall the wilkie brothers should be fined on a monthly basis for the way its been left to deteriate | Noted |
| | SC305 | Areas for kids ages 1-5 as this will attract families and will encourage them to have days out. | Noted |
| | SC306 | No | Noted |
| | SC308 | No | Noted |
| | SC309 | Park improved, seacoal removed, church bells curfew of 12 noon till 6pm, library given exterior improvement | Noted |
| | SC311 | Children's facilities. A further play area. Mini golf perhaps etc | Noted |
| | SC312 | Yes get rid of the sea coal | Noted |
| | SC315 | Parking Sports facilities with sprung floors the domes does not provide this | Noted |
| | SC316 | Sporting facilities with sprung floors domes does not provide badminton netball facilities | Noted |
| | SC322 | More car parking facilities and a better bus service. | Noted |
| | SC324 | Perhaps tidy up the beaches full of sea coal, dirty looking beaches distract from any improvements made by this recommendation. | Noted |
| | SC328 | A more frequent bus service being made available. | Noted |
| | SC329 | | Noted |
| | SC330 | No | Noted |
| | SC331 | School large enough so that every child in Seaton can attend school in Seaton | Noted |
| | SC332 | Stronger community integration | Noted |
| | SC340 | Make it affordable to all to be able to enjoy a day out by the sea | Noted |

| Question Number | Organisation (including ref number) | Comments | Policy Response |
|-----------------|-------------------------------------|---|--|
| Question 3 | SC341 | Maybe sea view restaurants and quality drinking establishments, you need to attract the right type of customer | Noted |
| | SC343 | Shopping centre | Noted |
| | SC346 | Promote tourism | Noted |
| | SC347 | Maintain the current businesses that are in seaton, not building extra units when there are currently empty units. | Noted |
| | SC353 | No | Noted |
| | SC356 | No | Noted |
| | SC357 | No | Noted |
| | SC358 | To get rid of coasters | Noted |
| | SC359 | I think the sand should be soft and clean so that you don't hurt your feet on the rocks or your bum if you sit and I think there should be alot more things to do there rather than a beach fish shops arcades(in which some are closed) and rock shops it's shocking | Noted |
| | SC360 | Attract tourism | Noted |
| | SC362 | Maintain the current facilities thst are present within Seaton Carew. | Noted |
| | SC365 | Aim to attract hundreds of thousands of people using modern showground attractions, | Noted |
| | SC366 | The shops look nice and something done with empty shops | Noted |
| | SC367 | to provide a family orientated area like it once was | Noted |
| | SC374 | Create interest around Seaton within different age groups, for example concerts for teenagers or different outdoors event in the summer. | Noted. The SPD considers a range of activities for different age groups. |
| | SC375 | The forced demolition of the Longscar Hall removing the biggest blight on the seafront. | Noted. The Longscar is a key element of the SPD. This response responds to any |

| Question Number | Organisation (including ref number) | Comments | Policy Response |
|--|-------------------------------------|--|--|
| Question 3 | | | comments about the Longscar Building. |
| | SC376 | No | Noted |
| Q5.FAMILY/PLAY ZONE DESIGN PRINCIPLES Do you have any other comments you would like to make for this area? | | | |
| Open-Ended Response | | | |
| Q5. FAMILY/PLAY ZONE DESIGN PRINCIPLES Do you have any other comments you would like to make for this area? | SC001 | There is no further need for fish and chip shops, cafe's or ice cream as there are already a number of them in this immediate area and further competition will weaken their stability possibly causing some to close. | Noted |
| | SC002 | Car parking so that visitors do not block residential zones at busy times ie weekends, bank hols, firework display. | Noted |
| | SC003 | No beach huts, they get burnt down. the only place people go if it rains is the amusement arcades, so somewhere to shelter. | Noted |
| | SC005 | I agree as long as maintained properly | Noted |
| | SC007 | 1. Boulders and timber poles are dangerous to children on health and safety grounds unless post is properly constructed and protected play areas. 2. Sand banks, sand pits, troughs of plants and beach seats would be more beneficial, attractive and easy to maintain and important overall ambition of area, rather than grasses. 3. Beach huts will block views to beach area and deteriorate in same way as Longscar Hall has done for years. | Noted. The designs for the timber poles and boulders behind the bus station will be revised. |
| | SC008 | Perhaps an area for roller boards for older teenagers | Noted |
| | SC014 | I have serious doubts regarding beach chalets, they will be a target for vandals and addicts | Noted. Appropriate security, maintenance and management arrangements will be investigated. |
| | SC016 | Waterplay & mini golf and all other ideas are brilliant and just whats needed | Noted |
| | SC017 | Just to be kept clean | Noted |

| Question Number | Organisation (including ref number) | Comments | Policy Response |
|-----------------|-------------------------------------|---|--|
| Question 5 | SC018 | None at moment | Noted |
| | SC019 | Seaton is similar to Blackpool, the owners took the profits during its popular period and put nothing back. It is up to them to correct matters. | Noted |
| | SC020 | One of the proposals is the establishment of beech chalets. It is important that these are appropriate and recognise a traditional seaside setting. | Noted |
| | SC022 | If such changes as the provision of chalets are to be included then, these should be appropriate to the Conservation Area and a SEASIDE setting. | Noted |
| | SC024 | driving past the already erected small play zones along the sea front I find they are always in use again particularly at weekends and public holidays maybe something for 8 to teenage years small cycle track or skateboard ramps here and there | Noted |
| | SC036 | Any children's dry play area should be of the shredded tyres/soft underfoot, should they fall. Any wet play area should be non-slip - I don't think natural stone boulders are appropriate - too hard a surface especially for smaller children. | Noted. Safety will be considered in the deign process. |
| | SC041 | As long as Longscar is either removed or redeveloped, I will be happy | Noted |
| | SC044 | I think this would be a great area to take my children. It would also provide a fantastic area to visit with family and friends that live outside the area predominately Lincolnshire. One thing I would like to see in this area is the provision of public toilets and changing for children. As a parent of two children I know that once I set up a picnic and have two children playing in the water, one would need a wee and a walk to the clock tower with a picnic | Noted. Toilet provision will be carefully considered in taking the SPD forward however ongoing maintenance costs have to be taken into account in any proposals. |

| Question Number | Organisation (including ref number) | Comments | Policy Response |
|-----------------|-------------------------------------|--|--|
| Question 5 | | set out and two wet children is just not practical. Local business wouldn't appreciate wet children slipping over on their floors just to use the toilets i'm sure. Also I wouldn't be entirely comfortable with changing my children in full view of the public and would appreciate a small secluded changing area. | |
| | SC048 | Fantastic design would love to take my children here. Would be a great area from my family that live in Lincolnshire to visit when they come to see us. Would suggest a Changing area with toilets. I would be reluctant to let my children change outdoors in public. The clock tower toilets are a little far for a parent to take the children as they play in the water and have a picnic set up. | Noted |
| | SC052 | The picnic area looks a bit small? Should there be some public conveniences? | Noted. Toilet provision will be carefully considered in taking the SPD forward however ongoing maintenance costs have to be taken into account in any proposals. |
| | SC053 | Performance and events - don't make me laugh. | Noted |
| | SC054 | Please note previous comments..... Beach chalets in the past were vandalised, seriously uneconomic to operate and maintain and in this area are no longer suited to the needs of casual visitors. We do not enjoy the meteorological or financial climate of the South coast of England. There would seem to be a sad lack of imagination, marketing and economic awareness in the proposals as indicated..... ice-cream, fish and chips, paddling pool etc. hardly the forward-looking vision of the Hartlepool Marina, Metrocentre or Newcastle Quayside. PLEASE be BOLD and IMAGINATIVE for the next generation of Seaton and Hartlepool residents. | Noted |

| Question Number | Organisation (including ref number) | Comments | Policy Response |
|-----------------|-------------------------------------|---|---|
| Question 5 | SC055 | Can't open on my device. I hope it's not just rides and smelly burger vans! | Noted |
| | SC056 | only concern is possible increase in ASB during evenings?? | Noted. Designs will consider crime and anti-social behaviour. |
| | SC060 | I think this is a great idea. Hartlepool families will love it and it will attract people from neighbouring towns, bringing money into our town. | Noted |
| | SC065 | Making access easy | Noted |
| | SC067 | No pubs/bars adjacent to it | Noted |
| | SC070 | Really happy about chalets | Noted |
| | SC071 | no | Noted |
| | SC077 | The Longscar Centre is a key site in delivering the the masterplan and regenerating Seaton Carew. The current proposals make poor use of the site with only a limited commercial offering. In order for the masterplan to be viable and strengthen the economic performance of Seaton Carew, this area needs to be focused on delivering a comprehensive mixed use commercial and residential scheme on the Longscar Centre, which will act as an economic catalyst for the area. | Noted. Disagree. |
| | SC079 | Need plenty of windbreak features as sea wind is chilling. Would also reduce sand accumulation in bad weather. | Noted. Windbreaks will be considered within the SPD. |
| | SC080 | Make it more fitting for a Victorian village and look to Beamish for inspiration | Noted. |
| | SC083 | No | Noted |
| | SC084 | The link for Seaton - The Front does not work The link for Family and Play Zone design principles not work | Noted |
| | SC086 | no | Noted |

| Question Number | Organisation (including ref number) | Comments | Policy Response |
|-----------------|-------------------------------------|---|---|
| Question 5 | SC089 | You are suggesting that the area be put in front of buildings is The Marine Hotel etc. this would obscure views to the sea, also it is next to main road. Why not put it behind the clock tower which is away from buildings and near toilets. | Noted. Opening up the seaward side of The Front is a key aim of the SPD. |
| | SC090 | You are putting family play area in front of buildings i.e. Marine Hotel, which would obscure there views. Why not put it in the area behind close ck tower away from buildings and main road? Also making it easy access to toilets. | Noted. The SPD aims to create a central focal point for Seaton Carew. |
| | SC092 | Make sure the paddling pool is restored. Roller skating area would be nice to. | Noted. |
| | SC093 | Supervision and maintenance of the water play area needs to be considered. | Noted. |
| | SC096 | How vandal proof would these facilities be overnight etc or are we going to have too fund a security service to look after them | Noted. Crime and vandalism will be considered as the designs are revised. |
| | SC097 | i do not think there should be any commercial activities in this area, as they are the reason we have an eyesore there at present, and there is no guarantee that we would not end up with a different one should the business ventures be unsuccessful. I do not think there should be any residential property on the sea side of the front. | Noted. The SPD has design principles to open up the sea front. |
| | SC098 | There would need to be some supervision of the water play area to ensure it was used properly and safely, keep dogs out etc. Need a non slip surface and would need to ensure water quality was maintained. There doesn't seem to be much for teenagers, which is disappointing given the loss of the youth centre to enable the Council to sell land for housing as a contribution towards the costs of the new schemes. Also there is little in the way of sports | Noted. Community and Youth Centre is included within the SPD. |

| Question Number | Organisation (including ref number) | Comments | Policy Response |
|-----------------|-------------------------------------|--|---|
| Question 5 | | facilities to compensate for the loss of the sports centre. | |
| | SC099 | Well thought out - beach chalets would be popular and enhance the area and I am glad to see a water play area for the children retained as the current paddling pool is very popular and well used | Noted |
| | SC102 | no | Noted |
| | SC105 | I think outdoor showers, and taps should be dotted around for people to wash sand off when coming off the beach as you see abroad. This would also help keep the paved / grassed areas clean by not bringing so much sand off the beach. | Noted. Public shower facilities will be investigated. |
| | SC106 | anything that will continue from the work already done to improve the area. It looks good but can it be easily maintained? | Noted |
| | SC108 | Ensure that there's plenty of seating available along the promenade part of the development | Noted. Adequate seating will be provided. |
| | SC116 | who's looking after this area!? | Noted |
| | SC120 | Must have CCTV coverage, as the site will attract persons when not open/late at night. Also suggest that more chalets for rent are installed. | Noted |
| | SC123 | Make sure car parking is ample and car movement is safe around the area | Noted |
| | SC124 | It looks very smart and a big improvement it should encourage more family visitors | Noted |
| | SC125 | It's a unique idea but I find it boring. I Was expecting to see a lot more. Swings, slides, ground trampolines, climbing frames, mini golf. Maybe you need to introduce activities aimed at teenagers to, beach volley ball and a skate boarding park. | Noted |
| | SC126 | | |

| Question Number | Organisation (including ref number) | Comments | Policy Response |
|-----------------|-------------------------------------|--|--|
| Question 5 | SC127 | Bulldoze it and leave it as an open paved area with seating | Noted |
| | SC128 | Well it's just more of the same. Too much money .teenagers need places away from houses to play football/hang out . Maybe netted 5a side pitches would be an idea | Noted. 5-a-side football pitches would be inappropriate within the SPD area. The nearby Sports Domes provide this facility. |
| | SC129 | | |
| | SC130 | | |
| | SC131 | I think we have enough fish & chip resteraunts so would like to see some other retail outlets on offer. A swimming pool would be nice but how is it going to be maintained. I recall cutting my feet on glass as a child at Seaton paddling pool. Any boulders would need to be child friendly so they dont fall and hurt themselves. I like the entertainment area. | Noted. Ongoing maintenance of any facilities will be an important consideration. |
| | SC143 | no | Noted |
| | SC149 | Got to make enough parking areas too. | Noted |
| | SC157 | As long as done for the right reasons | Noted |
| | SC159 | We just need to put back what has been taken away:- the pitch n put, crazy golf and a roller skating ring and of course the fun fair | Noted |
| | SC162 | Looks tacky. Needs something with style and panache. Art deco influenced architecture like Miami maybe. Pedestrianised the front. | Noted. Pedestianising the Front would be inappropriate as vehicle access to Seaton Carew is required. Improved crossing points will be considered. The heavy loads route also runs through Seaton and is another reason the front could not be pedestrianised. |
| | SC165 | Food and drink outlets are well catered for in existing premises. There are already at least 3 fish & chip shops, an ice cream/café, ice cream/sweet shops, pubs, restaurants and a new café. Extra seating/picnic tables would be more appropriate. | Noted |

| Question Number | Organisation (including ref number) | Comments | Policy Response |
|-----------------|-------------------------------------|--|--|
| Question 5 | SC169 | However, beach huts have proved a failure near this area due to vandalism. Security is therefore critical. | Noted |
| | SC175 | Again - stop waste trucks coming through The Front | Noted |
| | SC177 | the lifeguard tower should be resited down to south slipway.. | Noted |
| | SC179 | A place to lock and leave bikes while visiting/using the area. | Noted |
| | SC183 | None | Noted |
| | SC186 | no | Noted |
| | SC190 | The weather has obviously been ignored in the design of these outdoor activities | Noted |
| | SC193 | NONE | Noted |
| | SC195 | Would like to see more for adult visitors | Noted |
| | SC196 | Age restrictions needed for safety of toddlers. Adequate seating for adults needed | Noted. Additional seating will be included within the designs. |
| | SC200 | Could not see the design principles because of too many bytes. Would hope for a fairground | Noted |
| | SC209 | Looks great | Noted |
| | SC210 | | Noted |
| | SC211 | needs clarity on where car parking will be for the extra vehicles anticipated for this development. Ideally parking should be banned from most of the streets adjoining the play zone | Noted |
| | SC212 | The area behind the proposed chalets could be further enhanced by added play structures for children. A visit to Riverside Park at Chester-Le-Street could be of value as they have a great selection of apparatus for young children. | Noted |
| | SC219 | The areas like to the beach and sea must be paramount | Noted |
| | SC221 | no | Noted |
| | SC223 | Too many family orientated attractions part of the pleasure of | Noted |

| Question Number | Organisation (including ref number) | Comments | Policy Response |
|-----------------|-------------------------------------|---|--|
| Question 5 | | Seaton is that it appeals to all ages. | |
| | SC225 | allow the vehicles on beach for seacoal removal | Noted |
| | SC230 | I don't like the idea of natural stone as in my experience it can be very slippery and potentially dangerous for children | Noted. Appropriate materials will be used within the designs |
| | SC232 | Only concern here is the security of the chalets - re ASB graffiti etc | Noted. Management and security will be considered. |
| | SC233 | We do not need any more fish and chip shops. Should we not be focussing on more healthy options for families? | Noted |
| | SC234 | The suggestion of a picnic area I love! This would be a massive improvement on the flat green areas currently being used by visitors. I would say this facility would be high up on the list rather than more wooden timber structures. | Noted. A picnic area will be considered. |
| | SC238 | Must be well maintained and kept clean | Noted |
| | SC240 | Don't block the sea view from people's flats houses like the fun fair goes inappropriate place to put it people pay for this view on their rent | Noted |
| | SC242 | Perhaps if the performance area is large/flat enough in the winter a portable ice skating rink similar to that which visits the Life center in Newcastle could be erected for all year round family entertainment. | Noted |
| | SC243 | Please ensure that toilet and changing facilities are included in these plans. Also please be aware that noise levels should be considered so that people visiting the other end of Seaton to enjoy walking and viewing the sea are not disturbed from their own experience of visiting the seafront. | Noted |
| | SC244 | Water area and events area are great ideas but generally weather dependent and seasonal - what options for winter etc - also as | Noted |

| Question Number | Organisation (including ref number) | Comments | Policy Response |
|-----------------|-------------------------------------|--|-----------------|
| Question 5 | | someone who lives in season it is extremely windy and salty in the air so materials such as coloured paint and tarpaulin covers will very quickly look tired and worn - at least annual replacement! | |
| | SC249 | love the idea of the water play. happy mount park in morecombe has this and we love taking the kids there in the summer when visiting the grandparents. | Noted |
| | SC253 | Seaton Carew has the potential to be a lovely seaside resort. Please don't overdevelop the sea-front with too many play areas and bright colours. The charm of Seaton Carew is it's lovely old buildings and pastel colours. Less amusements and more old-fashioned seaside charm! | Noted |
| | SC256 | It isn't very good I never went as a child I thought wow a slide and some swings not really a buzz there but now there is a boat which floods and the sand goes everywhere | Noted |
| | SC260 | The beach huts should be modelled on the ones previously at Seaton Carew | Noted |
| | SC264 | Would question the need for yet another fish and chip shop or ice cream parlour as there are plenty just a short walk away, a convenience store would be of more use to visitors and residents alike. | Noted |
| | SC275 | I'm not sure we need more ice cream & fish & chip shops - we have plenty of these on the sea front already. You should also consider why beach huts failed in the past - security & maintenance are paramount. The play and picnic/performance areas are great. | Noted |
| | SC276 | The best public spaces of character and quality are defined by their relationship with buildings, the have active and permeable | Noted |

| Question Number | Organisation (including ref number) | Comments | Policy Response |
|-----------------|-------------------------------------|---|---|
| Question 5 | | membranes around the edge that encourage people to visit, linger and spend money. By retaining the road as a through road with car parking on both sides severs the family/play zone from these buildings and businesses. | |
| | SC277 | Not appropriate for a Victorian seaside village. Too out of character. Not suitable for the North East climate. Insufficient consideration to parking. | Noted. Parking will be considered during the design process. |
| | SC279 | No | Noted |
| | SC281 | i agree that they should have a family place but it should extend and make it worth while for people to come a little min golf wont get the people in | Noted |
| | SC291 | Where is the money coming from? | Noted. The money is from the residential development sites within Seaton Carew. |
| | SC293 | looks fantastic, but concerns about open access and vandalism | Noted. Security and maintenance will be important considerations. |
| | SC294 | Longscar Hall must be demolished. | Noted |
| | SC296 | No | Noted |
| | SC299 | I agree changes need to be made to encourage visitors but it needs to be more classy and attract the right people too. Carparking needs attention too. Also new bus route all along the front to Church St, which may encourage more walkers in that they can get back by bus if they walk too far? | Noted |
| | SC308 | No | Noted |
| | SC311 | Further play area/ mini golf/ trampolines. Children's fun facilities. Like the water facilities if it includes a paddling pool even better | Noted |
| | SC315 | Need to ensure there is sufficient parking -also local parking permits should be for every day | Noted |

| Question Number | Organisation (including ref number) | Comments | Policy Response |
|-----------------|-------------------------------------|---|--|
| Question 5 | SC322 | A decent coffee sho would be better than another fish sho. Also, it would be better to extend the car park that's near the longest hall. And also bring back traffic wardens. | Noted |
| | SC330 | This is a huge improvement. | Noted |
| | SC342 | Not keen on the proposed timber structures. Could be vandalised. Would rather see return of crazy golf/ putting green or something similar. | Noted. The designs will be revised to remove the timber structures behind the bus station. |
| | SC343 | Would be good to have a club for kids to go to in evenings to keep them of the street | Noted |
| | SC346 | Ongoing maintenance essential | Noted. Agreed, maintenance will be considered |
| | SC347 | Play zone offers exclusively summer activities. Seaton is freezing for 9 months of the year. Retain the paddling pool. Install a concrete skate park (very popular all year around), or even some outdoor gym equipment and have a healthy play section. Seaton is not the south of France. It's cold. Also, wooden chalets look nice, but will be empty for 9 months of the year, and will attract arsonists, and vandals who will urinate against them, as well as the thousands of dogs which are walked along the promenade daily, they will urinate on them. They will smell and they will rot. Do not build them. | Noted |
| | SC350 | I think areas that are easily maintained and difficult to damage or be vandalised must be a priority as we would want facilities that will last. | Noted |
| | SC353 | Yes I would also like to suggest a few picnic tables to for the family's having a day out | Noted |
| | SC357 | It would be nice to see a sculpture like the 1101 at seaham | Noted. A reference to public art will be included within the SPD. |

| Question Number | Organisation (including ref number) | Comments | Policy Response |
|--|-------------------------------------|--|-----------------|
| Question 5 | SC359 | I think it should be a lot more for family cause if it was more exciting with a lot more to do there would be alot of tourists creating more money Into the economy so it would be win win for you and the tourists | Noted |
| | SC362 | Firstly the Longscar Hall has to be purchased prior to this happening and as this has been going on for so long, I feel attention should be centred on this purchase prior to planning for a proposed replacement. Although this family area appears appealing, the climate here would mean that it is only in operation gor a small period of time, and I feel that the rest of the year it would go unsupervised nor would it be maintained properly as is the case with most areas in Seaton. | Noted |
| | SC365 | Safe secure free from dogs | Noted |
| | SC367 | areas for parking and easy transport connections | Noted |
| | SC374 | Ensure the equipment is not stolen after a matter of days of installing it like the equipment in the bishop Cuthbert area. | Noted |
| | SC375 | Important that this area should be 'secured' during the winter months and dark evenings, these are the times of the year that hard work can be undone by kids who are bored and have nothing else to do but damage things ! | Noted |
| Q7. COMMERCIAL ZONE DESIGN PRINCIPLES Do you have any other comments you would like to make for this area? | | | |
| Open-ended. | | | |
| Q7. COMMERCIAL ZONE DESIGN PRINCIPLES Do you have | SC001 | As stated in Q5. too many additional food venues will create too much competition for established food places. Seaton is very busy when the sun shines but at other times (for much of the year) not enough people come and spend money at cafes.ice cream parlours etc. to justify adding more without overtime | Noted |

| Question Number | Organisation (including ref number) | Comments | Policy Response |
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| any other comments you would like to make for this area? Question 7 | | costing established places their businesses. | |
| | SC002 | More litter bins in this area. | Noted. Litter bins will be considered within the designs |
| | SC003 | There are shops already on Seaton Front that are empty. | Noted |
| | SC005 | There are plenty of empty shops in Seaton Carew we don't need any more. No more modern building like the Longscar Hall. | Noted |
| | SC007 | This expensive idea is merely replacing one "Longsacr" Hall with another, both blocking sea views. Re-developing interior of existing Longscar would provide indoor weather protection, child proof safe play area with possible water zone and refreshment facilities plus dancing, badminton, basketball, gymnastics, dog shows, market stalls, business and meeting facilities to enhance tourism and support to local existing hotels and B&B's to enhance the local economy. | Noted. Disagree. The SPD aims to open up The Front. |
| | SC014 | I assume the existing shops to the east of the road will be demolished. What is happening to the shops west of the road? | Noted |
| | SC017 | Don't agree building houses on old fairground. That should be a nice walk away from the shop area not more congested | Noted |
| | SC018 | Get rid of the monstrosity of a building of Longscar Building ASAP. Account not taken of impact. Account not taken of impact on existing businesses. No though apparently given to sympathetic restoration and consolidation of what inarguably is a more historic area i.e. 'Old Seaton Carew' (for example the Seaton Hotel) | Noted |
| | SC019 | As previously stated, owners should do more instead of relying on the town to subsidise what amounts to prolonged neglect. | Noted |
| | SC020 | This should provide a space for indoor activities, exhibition area, | Noted. |

| Question Number | Organisation (including ref number) | Comments | Policy Response |
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| Question 7 | | creative crafts etc. Sheltered seating should also be provided. It is important that the existing provision e.g. fish shops should be maintained and NOT duplicated and in competition. The backs of the buildings themselves are shown as backing on to other buildings instead of backing on to the car parking. | |
| | SC022 | An indoor area should cater for indoor activities, exhibition areas, creative crafts, sheltered seating. The plans show buildings which are backing on to other buildings when they could be backing on to a car park. | Noted |
| | SC024 | we have recently acquired a better standard of café in seaton ie coasters and Gladys tea rooms odd cod and fish face all of these be frequented by myself and family we have read online rave reviews about these places if you read feedback on their various site people are coming to them from out of the area HBC should maybe make note of these positive feedbacks and some how encourage more visitors through a visit seaton carew website | Noted |
| | SC036 | How much will it cost street vendors to have a market stall! Will the residential element object to the proposed next door entertainment venue? | Noted |
| | SC038 | Surely there are enough empty commercial properties in the town at present without creating more by building new properties, which will either outcompete existing businesses, causing closures, or be occupied by existing businesses causing more empty commercial buildings. Seaton is already a junk food mecca, why make it worse? | Noted. Any future redevelopment would be dependent upon demand. |

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|-----------------|-------------------------------------|---|--|
| Question 7 | SC043 | Seaton has enough fish & chip shops & cafes it also has half a dozen ice cream sweet shpos plus indian restaurants plus umpteen arcades & fun palaces.... it does need some shelters, but along the whole of the front from the clock tower to the marina..... Most of all..... The Existing Bus Station & Clock Tower should be maintained on a regular basis (Painted) | Noted |
| | SC045 | Ensure free parking is available. | Noted |
| | SC048 | Brilliant. I can almost taste the fish and chips sat outside then a walk into the market place to visit maybe a craft stall? love it. | Noted |
| | SC054 | Seaton Carew is no longer a commercial centre..... a couple of arcades and a dozen fast-food shops do not justify the claim of 'commercial centre' ! The public would respond with interest and enthusiasm to new and original businesses with an emphasis on quality and variety though it would take time and supportive marketing to establish awareness and reputation. A mini-Sage/Baltic Gateshead, with live performance drama/music events etc.a quality restaurant, Suitable provision for market style promotions/out-door events already exists on the new landscaped area behind the Clock Tower. | References to the marketing of Seaton Carew will be included within the SPD. |
| | SC055 | Can't open on my device. I hope it's not just cheap pound shops | Noted |
| | SC062 | I agree with the ideas but think the market area should be held until a planned reliable market is available - or make it a multi purpose space which is usable by a market only on special occasions | Noted |
| | SC071 | no | Noted |
| | SC077 | The key site do delivering the ambitions of the masterplan is the Longscar Centre. The proposals in their current format make | Noted. Disagree. The openness of The Front is a key consideration. |

| Question Number | Organisation (including ref number) | Comments | Policy Response |
|-----------------|-------------------------------------|--|-----------------|
| Question 7 | | poor use of the opportunities presented by this key regeneration site. Supporting a high quality design led mixed commercial and residential scheme on this site will act as a focal point for the regeneration of Seaton Carew, and make a significant contribution to boosting the economic performance of the town. | |
| | SC079 | Bldg example is dated. Need striking beautiful modern building, distinctive (eg. frank gehry - google him!) type would attract visitors. How about a sea-life centre. Nothing between Tynemouth and Scarborough exists. | Noted |
| | SC080 | Quality not quantity. Promote artisan and craft produces not bad health fast food | Noted |
| | SC081 | It certainly is a start. | Noted |
| | SC083 | No | Noted |
| | SC084 | The link for Commercial Centre Zone design principles does not work | Noted |
| | SC086 | no | Noted |
| | SC092 | A good maritime theme and fitting with the current buildings on the Front. | Noted |
| | SC093 | no | Noted |
| | SC095 | No | Noted |
| | SC097 | I agree with the principle of open air spaces for pop-up markets/traders, but there should not be any permanent structures for commercial use. | Noted |
| | SC098 | There are already sufficient commercial buildings and residential properties, and I do not believe that we need more. If they go ahead, must ensure buildings are easy to maintain, and enforce owner/landlord responsibilities to keep in good order. Seaton has | Noted |

| Question Number | Organisation (including ref number) | Comments | Policy Response |
|-----------------|-------------------------------------|--|-----------------|
| Question 7 | | suffered far too long from derelict buildings on The Front, not only but especially the Longscar, and the Council has ignored this, taking far too long to address the problems. The Wilkinsons have been allowed to act disgracefully, with no intention of repairing this building. It should have been compulsorily purchased and demolished well before now. | |
| | SC099 | My only concern would be having the correct commercial units to attract businesses as the units attached to the Longscar Hall were never used for long and quickly fell into disrepair. Plenty of seating and space for temporary units needs to be a priority | Noted |
| | SC105 | Looks good, but needs quality businesses. We don't want it becoming derelict due to high rents and inhabited by charity shops and pound shops as has happened elsewhere in the town. | Noted |
| | SC106 | the whole look needs to link together with the 'Seaton' we have today not an add on. like the ideas but the do not want to be another eye sore | Noted |
| | SC108 | no | Noted |
| | SC110 | will someone please sort out coasters | Noted |
| | SC115 | Make its special, somewhere to be proud of, a landmark not some half arsed shed. | Noted |
| | SC118 | Quality of design and finished article must be paramount. Generally speaking the quality of some of the newer developments in town could be so much better eg. some of the marina development. | Noted |
| | SC120 | concerned re the number of proposed market stalls that can be placed in location. Also weather conditions on the front will hamper the stalls and possibly public participation on many days | Noted |

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| Question 7 | | due to exposed location ! | |
| | SC122 | I would only question how much seating and bin provision there will be. On a nice day Seaton Carew is 'packed' with people to such a degree that queues for the fish shops can take about 20-30 minutes. seating for this many people should be considered | Noted |
| | SC123 | Make sure the building can be used for multiple purposes and not too big otherwise it will become unused and run-down. | Noted |
| | SC125 | Not really needed but still ok. Car park does need extending though | Noted |
| | SC128 | We already have plenty of unhealthy take-away shops. And ice cream sellers too. Something different would attract visitors. | Noted |
| | SC130 | Although the design principles look fine, I would question building commercial units when there are already unused units on The Front. | Noted |
| | SC131 | I don't think we need anymore fish & chip shops. I think a narrowing of the carrageway is not needed as there are already narrow areas and a pelican crossing would do the job. There is already a 20 MPH speed limit which slows the traffic down. Please don't forget this is one of the route's in and out of Hartlepool which needs to be maintained. | Noted |
| | SC134 | No, as I previously said it must not dominate the area - it removes the seaside feeling of the 'village' with high buildings and look what happened - we've been left with an eyesore - it could happen again so preferably keep the buildings single storey! | Noted |
| | SC143 | no | Noted |
| | SC146 | why have a market zone as the market in the town is dead except for flea markets | Noted |

| Question Number | Organisation (including ref number) | Comments | Policy Response |
|-----------------|-------------------------------------|--|--|
| Question 7 | SC149 | Need to ensure it is litter free and recycling needs including so visitors to both this and the water feature area are encouraged to keep area tidy. | Noted |
| | SC157 | No | Noted |
| | SC160 | Do we need more shops n arcades there are enough already | Noted |
| | SC162 | Low rent chip pies just bring the area down. We need to be more like Padstow with Rick Stein. Invite a celebrity seafood chef to develop the area. | Noted |
| | SC165 | I agree but with reservations. As before 'Food and drink outlets are well catered for in existing premises. There are already at least 3 fish & chip shops, an ice cream/café, ice cream/sweet shops, pubs, restaurants and a new café. Extra seating/picnic tables would be more appropriate.' Also, there was a 'landmark building' there before - the Longscar Hall. It was dated and needed to be replaced but it was replaced with the Coasters complex. Not a great success for the community or the local authority. There are enough arcades already to provide entertainment. Existing commercial premises should be supported. | Noted |
| | SC169 | I see no value in retaining the existing car park on the promenade. It spoils the flow of features along the promenade and could be used to enhance the market/display areas. Parking could be concentrated at the larger car park near the end of the promenade, where there is room for extension. | Noted. The provision of car parking will be reviewed |
| | SC171 | no | Noted |
| | SC175 | Cannot agree until the waste trucks are stopped from going through The Front | Noted |

| Question Number | Organisation (including ref number) | Comments | Policy Response |
|-----------------|-------------------------------------|---|-----------------|
| Question 7 | SC179 | better/more parking off road | Noted |
| | SC188 | Much more traditional style of design to fit in with existing buildings. Will stand the test of time. | Noted |
| | SC190 | Weather | Noted |
| | SC193 | NONE | Noted |
| | SC195 | Great but the area must not be blighted by takeaways as there is too many already | Noted |
| | SC196 | Consider barrows (and storage facilities as in shopping malls. High quality souvenirs - as on sale at Historic Quay? | Noted |
| | SC198 | I do not think it would be in anyone's interests to consider residential apartments on any upper floor | Noted |
| | SC199 | The weather is a huge consideration in design. Covered areas and indoor activities/space are important. | Noted |
| | SC209 | No | Noted |
| | SC212 | Any new buildings could be kept to match the design of the Bus Station for continuity. | Noted |
| | SC219 | Area must not detract from other shopping areas in the town outlets should complement the attractions at Seaton. Focus on local small business. Parking should be plentiful, free, and must not detract from the beach front location | Noted |
| | SC220 | Too little, remove amusements first | Noted |
| | SC221 | no | Noted |
| | SC222 | Please level the Longscar Hall site, grass it over and then leave well alone! Give us back our open aspect. We don't need any more white elephants | Noted. |
| | SC228 | demolish Longscar Hall | Noted |
| | SC234 | Fantastic tourist hub | Noted |

| Question Number | Organisation (including ref number) | Comments | Policy Response |
|-----------------|-------------------------------------|---|-----------------|
| Question 7 | SC238 | Retail units to be affordable for all people | Noted |
| | SC242 | A beach front family food pub such as those at ingoldmells Skegness would work well here. | Noted |
| | SC243 | I fear that the effect of these plans will echo the effects of the 'regeneration of Redcar', in that many people do not like what has been done to the seafront and consider it to be spoilt. We do not want 'landmark' buildings suddenly appearing and spoiling the atmosphere of the place that people are used to. What is this obsession with Hubs? Redcar seafront is gradually being ruined by being turned into a sterile characterless theme park and I can see that you're going to do the same with Seaton. Local people from the area have been visiting these places since being children, we like the way they are, with all their scruffiness and character. Stop trying to tart them up into someone's idea of what a seaside town should look like. No doubt there will be the inevitable overpriced sculpture of a dead fish or something by some pushy untalented careerist 'artist' who will end up as Hartlepool's cultural advisor in a few years time. Oh and how about a vintage tearoom with some mismatched china and bunting while you're at it. | Noted |
| | SC244 | The private sector will invest where they believe there is an opportunity to make money. The council should focus on putting in infrastructure and attracting visitors but leaving it to private sector how they will fill the units etc - bars and restaurants will not be successful in season unless there are good transport links and lots to do to attract visitor numbers. Look at seaton now - there are and have been bars and restaurants which are good quality | Noted |

| Question Number | Organisation (including ref number) | Comments | Policy Response |
|-----------------|-------------------------------------|--|---|
| Question 7 | | but have not been sustainable | |
| | SC245 | No convinced about the market place, it could have the potential to "cheapen" the look of the area and the feel of a commercial zone | Noted |
| | SC253 | Do not block the sea-views with high buildings like the current monstrosity! | Noted |
| | SC260 | Would be good to have some artist studios included in the commercial building for local artists to rent, with a gallery space so they can sell items. Like this centre in Manchester http://www.craftanddesign.com/about/ | Noted. Artist studios are not included within this SPD. The Church Street area of Hartlepool has been designated a creative industries quarter. |
| | SC263 | We do not need another centre similar to the Longscar. It will only follow the same demise. There are enough commercial outlets already. | Noted |
| | SC264 | Would like to see more individual units even "farmers market style" that would attract a more diverse range of shopping ie Arts and Crafts, Gifts, speciality food etc, not everyone wants fish and chips/burgers or ice cream. | Noted. A temporary market and an events programme will be investigated. |
| | SC272 | Reduce impact of slot machines | Noted |
| | SC273 | I like the idea but I am concerned about the height and actual design of the buildings - a few years ago there was a proposal for the sea front which involved a totally hideous red brick building which fortunately never got past the planning stage - this style would be wholly inappropriate for the setting | Noted. Design guidance is included within the SPD so that any new development reflects the Conservation Area and the character of Seaton Carew. |
| | SC275 | Again, we don't really need more ice cream and fish & chip shops. Please consider alternative enterprises. | Noted |
| | SC276 | I agree with the principles but feel they have been poorly executed. You either need proper pedestrian crossings to | Noted. The designs for the pedestrian crossings will be reviewed. |

| Question Number | Organisation (including ref number) | Comments | Policy Response |
|-----------------|-------------------------------------|--|-----------------|
| Question 7 | | "enhance pedestrian flow" especially for vulnerable/disabled pedestrians or remove on-street parking, the centre line hatching, reduce traffic numbers and speed. | |
| | SC277 | Leave the business men to commercial enterprises. If it will be financially sustainable, they will do it otherwise it will be a certain failure. | Noted |
| | SC279 | If the "commercial zone" is to include flats and apartments, I disagree with it. | Noted |
| | SC281 | i disagree on all of it make it like it should be for the holiday makers | Noted |
| | SC282 | not really sure a commercial zone is what the area needs. longscar hall needs knocking down and replacing with a car park or grassed area. there are plenty of business in seaton already. the units further along the seafront (chippy, bar and indian) have changed ownership several times and are now looking rather dated and is only a matter of time before they go the way of the longscar hall. | Noted |
| | SC291 | Where is the money coming from? | Noted |
| | SC293 | LITTER could vendors be made responsible for cleaning area around the shops, cafe's etc on a daily basis? | Noted |
| | SC296 | Ni | Noted |
| | SC299 | Would prefer new building to not be so imposing, ie not too high and not residential nor too unsightly | Noted |
| | SC308 | If Hartlepool Borough Council are incapable of dealing with Coasters / Longscar then perhaps advice should be taken from larger more effective local authorities who know how to implement a compulsory purchase order. | Noted |

| Question Number | Organisation (including ref number) | Comments | Policy Response |
|-----------------|-------------------------------------|--|-----------------|
| Question 7 | SC311 | Not sure about the timber features. Pointless?!? | Noted |
| | SC314 | /Seriously doubt that these plans will materialise going on the track record of HBC where nothing decent has been done to Seaton Carew in 20 years except 2 very smelly landfill sites. | Noted |
| | SC315 | How does this work in the winter months? | Noted |
| | SC327 | Toilet Facilities | Noted |
| | SC342 | Buildings would be good in the Art Deco style to tie in with the bus station. Good quality buildings essential to prevent what has happened to existing Longscar building. | Noted |
| | SC347 | Seaton at best is a coastal village. It's never going to be a huge commercial hub. Building more retail units on the sea front is a colossal mistake. If they were viable, then the longscar centre would be thriving. There are still empty retail units on the sea front. Building more would be a huge waste of money and would leave us in a similar position as we are now. The best thing to do with the 'commercial' centre is DON'T BUILD IT. There are enough small businesses in Seaton struggling to make ends meet as it is. Don't bring in more competition please. Just flatten the site and make it more leisure. Please do not build more commercial stuff IT WILL FAIL. | Noted |
| | SC350 | I'm not sure about this as I am reluctant to promote new builds/building in the area. I think the natural beauty should be enhanced on the sea side of the road. Any development should be kept to currently urbanised areas. The current restaurant facilities which where but 5years or so are go are an eyesore on the landscape. | Noted |
| | SC353 | No | Noted |

| Question Number | Organisation (including ref number) | Comments | Policy Response |
|--|-------------------------------------|---|-----------------|
| Question 7 | SC357 | No | Noted |
| | SC362 | Without appearing too negative, I believe that the current commercial premises offer enough space for retail within Seaton. Some current buildings are unoccupied and unsightly. To build new buildings would not necessarily address this problem and indeed could exasperate it. | Noted |
| | SC374 | Ensure suitable shops are installed that create interest across a range of ages and preferences | Noted |
| | SC375 | The new commercial area MUST link with the main street adjacent to it for those business already on the sea front to prosper alongside them. If all of the foot traffic is directed towards the new development you will be left with new buildings on the sea front and empty eyesores on the main street. | Noted |
| Q9.I Performance and Events have- Do you have any other comments you would like to make for this area? | | | |
| Open-ended report? | | | |
| Q9. PERFORMANCE AND EVENTS SPACE DESIGN PRINCIPLES Do you have any other comments you would like to make for this area? | SC001 | Keep it a safe, accessible play area-no extra commercial venues needed. Re-furbish any existing venues which are closed and spoil the overall look of this part of Seaton which has the vast majority of traders working very hard to attract visitors. | Noted |
| | SC002 | How does HBC propose to keep noise to a level that does not affect local residents. | Noted |
| | SC003 | A bandstand would be nice and skating rink. How about tea dances! | Noted |
| | SC005 | Old fashion skating rink. Crazy golf | Noted |
| | SC007 | Wvent space already exists at the rear of the Clock Tower and existing paved area is adequate. Beach Huts and protected flower beds would enhance the area and hard PVC style | Noted |

| Question Number | Organisation (including ref number) | Comments | Policy Response |
|-----------------|-------------------------------------|---|-----------------|
| Question 9 | | shelters, larger bus shelters, cycle shelters and station would suffice as wind breaks wothough providing overnight accomodation to intransients. Timber screening will provide nothing but expensive maintenance costs. Hartlepool already has enough telegraph poles. | |
| | SC016 | To put a stage in sounds a great idea | Noted |
| | SC018 | Utilize the library to become an information office. Move area currently earmarked as 'expanded car park' onto former fairground site & incorporate this into leisure area of promenade | Noted |
| | SC019 | With such venues as the Historic Quay, Borough Hall and its outside area and the Town Hall Theatre being threatened due to lack of use, why design another with the same problems. | Noted |
| | SC020 | An appropriately-sized performance and events space should be provided between the sea and the clock tower. The proposed timber and planting features will detract from the purpose of this space and should not be included in the design. | Noted |
| | SC024 | mostly make this accessible to all able and disabled. | Noted |
| | SC033 | Access to events should be free to Hartlepool council tax payers | Noted |
| | SC035 | It's great to have these listed buildings, but it needs more use for its original purpose. | Noted |
| | SC036 | Suggested timber features will soon become tired looking and overgrown without constant maintenance. The suggested hard surface - set paving - is not conducive to wheelchairs or prams/buggies, not to mention high heels. | Noted |
| | SC038 | If money is available to spend on this area, I could think of a lot worse than the proposed scheme, I would be interested to see | Noted |

| Question Number | Organisation (including ref number) | Comments | Policy Response |
|-----------------|-------------------------------------|--|-----------------|
| Question 9 | | some more details. | |
| | SC043 | pointless waste of money, a "Performance Area" who exactly will be performing & what will they be performing, a nonsensical idea that would need regular upkeep that is unlikely to happen..... Seaton has been lacked basic maintainance on its public areas for years.... Correcting that would be a big improvement | Noted |
| | SC053 | Don't believe it will be used | Noted |
| | SC054 | Though I agree in principle with the proposals for an Art Deco theme for the area, a few timber poles and a basic landscaping plan is a long way short of such a fulfilment.... again, the marketing/planning proposal is unimaginative and lacking in creative boldness. | Noted |
| | SC055 | Can't open plans but this town is lacking this type of area | Noted |
| | SC062 | I would definitely include an amphitheater as the existing space would not be flexible enough | Noted |
| | SC071 | no | Noted |
| | SC079 | Performance space needs cover from the elements . Parking - SC needs more managed parking for visitors ! Congestion v. serious in Elizabeth Way and surrounding roads during big events. | Noted |
| | SC080 | Plenty of spaces already, we don't need or want any near residential areas. Bandstand in Headland, Summerhill, town Hall, Borough Hall exist and are already under exploited and under used | Noted |
| | SC081 | Outdoor events great idea. Seaton has to have more to offer than fish & chips, ice cream and amusment arcades | Noted |

| Question Number | Organisation (including ref number) | Comments | Policy Response |
|-----------------|-------------------------------------|---|--|
| Question 9 | SC084 | The link for Performance and Events space design principles does not work | Noted |
| | SC086 | no | Noted |
| | SC092 | Some type of bandstand or staging area for holding music events and hosting the firework display would be great | Noted |
| | SC098 | Don't like timber structures as these will look scruffy in no time, and look pointless. Amphitheatre is a good idea, and the ability to hold a wide variety of events would be excellent. Would suggest some form of shelter as the sea front is extremely windy and this would prevent events either being cancelled due to adverse weather or with poor attendance. | Noted |
| | SC099 | Low maintenance planting is a good idea to soften the area which also need to enhance the bus shelter and tower design, so ideas work well | Noted. Maintenance of any planting will be investigated. |
| | SC103 | There would appear to be a lack of outdoor activities such as crazy golf, etc. Are these to be considered elsewhere? | Noted |
| | SC105 | I like all the precedent study features, especially the amphitheatre style, which complements the flow of the bus station. | Noted |
| | SC106 | in principle like the ideas but feel that they will become forgotten | Noted |
| | SC108 | no | Noted |
| | SC110 | what about coasters | Noted |
| | SC115 | You should maximize of the striking art deco style already in the area, this should inform your new landmark buildings, streamline, glass, sympathetic colours and lighting. Make it count! | Noted |

| Question Number | Organisation (including ref number) | Comments | Policy Response |
|-----------------|-------------------------------------|---|-----------------|
| Question 9 | SC116 | depends on who's going to be looking after this area | Noted |
| | SC120 | Would not bother with performance space. This will not be utilised much in my opinion. It would only serve as a meeting point for youths etc on evenings. | Noted |
| | SC122 | Personally, I feel that the southern parts of area 5 and the land considered for housing directly adjacent to this land should be hardlandscaped for events. This would allow a part of the car park to be used for 'behind the scenes' vehicles whilst allowing the hardstanding area to be used for the public | Noted |
| | SC128 | Your proposal for a performance space will be used as a skate park, maybe more people would like a skate park | Noted |
| | SC130 | Seaton's infrastructure appears to struggle during the annual fireworks display - regular events attracting large crowds would need to be carefully managed to avoid disturbing residents. | Noted |
| | SC131 | The stage structure is not marked so I can not see where the new event/stage will be in relation to the plan. Please could the soft planting area be done with something other than gravel as wheelchairs and pushchairs can not be used on gravel. I am concerned that the gravel will also be buried by sand when the winter storms blow sand onto the planted area. It would be good to have a large performance/event area as we dont have an outside area in town at the moment. Have you checked whether there is going to be enough car parking in the proposed areas? I like the idea of trying to use Art Deco principles to blend in the bus station. | Noted |
| | SC134 | I just hope it is used! | Noted |
| | SC143 | no | Noted |

| Question Number | Organisation (including ref number) | Comments | Policy Response |
|-----------------|-------------------------------------|---|---|
| Question 9 | SC149 | Same comments as on 2 areas already mentioned . | Noted |
| | SC157 | No | Noted |
| | SC162 | Considering we are lucky to get 1 event a decade the idea is a waste of money. Just use a farmers field like pigpen for any events. | Noted |
| | SC165 | The principle is good but I cannot tell where an event audience would be. On the wildflower and grassed areas perhaps? Again, I would hope that seating will be included in this area along the walkway by the beach. | Noted |
| | SC169 | However, emphasis should also be placed on 'non-performance' seating, in order to allow folks just to enjoy the sunshine. | Noted |
| | SC171 | No | Noted |
| | SC175 | Same again. This will never be a resort until the waste trucks are sorted out and sent on another route. | Noted |
| | SC190 | We do not live in the south of france | Noted |
| | SC193 | NONE | Noted |
| | SC196 | Events space disappointing - does not maximise potential for new ventures e.g. open air concerts etc. Consider drive in movie events? wild flower area in danger of becoming neglected very quickly. Space could geberally be put to more innovative use. | Noted |
| | SC209 | No | Noted |
| | SC212 | Great minds think alike - my previous comment regarding the Bus Station was before I turned to this page. | Noted |
| | SC219 | Needs to be a flexible space not with permanent screening which would be at rinks of vandalism | Noted. The SPD will be amended so that all designs consider crime and anti-social |

| Question Number | Organisation (including ref number) | Comments | Policy Response |
|-----------------|-------------------------------------|---|---|
| Question 9 | | | behaviour. |
| | SC220 | Open area will become unused except for vandals | Noted |
| | SC221 | no | Noted |
| | SC238 | Needs an option of covering the open air space if events are marred by inclement weather | Noted |
| | SC242 | It's a great idea to have a performance space as long as the original art deco clock tower is part of the design, bonfire night is the only predictable night we have entertainment on the front, it would be wonderful to see it all year round. | Noted |
| | SC243 | A waste of time. The Deco bus station has always been iconic and always will be -why not just give it a lick of paint once in a while - that would help! | Noted. Maintenance of the bus station will be reviewed. |
| | SC245 | Like the idea of the performance space, however what are the plans for it being used regularly. It could end up looking abandoned like the similar space at the headland | Noted |
| | SC263 | Not too sure that the art deco is a good idea. The bus station is run down, unused and cheap refurbishments do no work | Noted |
| | SC273 | I think the art deco style would be a brilliant idea | Noted |
| | SC275 | Amphitheatre style is excellent, and could be used for tourist seating generally. People need places to sit on a warm day, to enjoy food or drink. The grass/posts/boulders part takes a lot of space and is a bit useless. May be better with seating/picnic areas, or people will just sit on the logs & boulders | Noted |
| | SC277 | Inappropriate near residential housing. We have a town Hall a Borough Hall for entertainment. Inappropriate considering the climate too. Insufficient parking means events become a nuisance to residents. | Noted |

| Question Number | Organisation (including ref number) | Comments | Policy Response |
|-----------------|-------------------------------------|--|---|
| Question 9 | SC279 | Looks great | Noted |
| | SC282 | again seems a little too fancy for seaton carew. keep things simple. | Noted |
| | SC291 | Where is the money coming from? | Noted |
| | SC294 | The Longscar Hall must be demolished. | Noted |
| | SC296 | No | Noted |
| | SC299 | Bus station needs painting | Noted |
| | SC308 | No | Noted |
| | SC311 | Timber features?!? Waste of money and effort | Noted |
| | SC315 | Do not like proposed designs -think the timber grasses will look untidy and shabby after a year or 2 | Noted |
| | SC342 | Difficult to see wher the 'stage area' would be. Don't like the suggested timber/ Boulder landscaping. Good idea in principle to have a performance area. Don't like the Rhyl example - too much bare concrete would be a magnet for graffiti. | Noted |
| | SC347 | The current design does not allow performances or events. Grass with decorative timber every 30 metres? It looks lovely, but it's not for performances. If you are going to build such an area, then have an amphitheatre created, this would be for performances. | Noted |
| | SC350 | The building which use to be an old arcade across the road from the block tower need knocking down. | Noted. The Las Vegas arcade will be considered as part of the regeneration plans. |
| | SC357 | Having additional parking will be of great benefit, but maybe a free car park to attract people in and either a viewing platform or a pier | Noted |
| | SC362 | The new promenade is already in a disgusting state with litter strewn everywhere, dog and horse dirt in abundance and | Noted |

| Question Number | Organisation (including ref number) | Comments | Policy Response | | |
|---|-------------------------------------|--|-------------------------------------|--|--|
| Question 9 | | appears that nothing at all is done to rectify it. I myself actually collect litter from the beach as it's embarrassing to see and hear visitors negative comments. Again this suggestion appears and looks pleasant but my concern is that it will not be maintained and will fall into disrepair like the rest of Seaton. | | | |
| | SC367 | why not develop the old bus station again and reopen the shops that once was there | Noted | | |
| | SC374 | I believe it would be interesting if the style was kept the same to keep in touch with hartlepoons rich past. | Noted | | |
| | SC375 | The idea of a performance area is the wrong type of installation for this area. It will not be used as planned, over time it will become an area where kids will use it for skateboarding and anything else they can think of. Far better to draft up some proposals for a games area for children, where permanent structures can be built for things such as beach volleyball & basketball. Check out on-line the facilities offered by towns along the Dutch coast, they are light years ahead in development of how similar flat coastal areas can be adapted for residents and tourists ! | Noted | | |
| Q11. What do you see as the three main priorities to be addressed in the Seaton Carew SPD area? | | | | | |
| <div>PRIORITY 1PRIORITY 2PRIORITY 3</div> | | | | | |
| Q11. What do you see as the three main priorities to be addressed in the Seaton | SC001 | Cleaning up the area of Coasters/Longscar Hall which is an eyesore and in danger of causing | Improving the commercial/play areas | Not overburdening Seaton with seafront housing | Noted. Addressing the Longscar Building is a key aim of the SPD. |

| Question Number | Organisation (including ref number) | Comments | | | Policy Response |
|--------------------------------|-------------------------------------|--|---|---|---|
| Carew SPD area? Question 11 | | an accident in its poor state. | | | |
| | SC002 | Clean environment | Income attracting businesses into area-revenue | | Noted |
| | SC003 | Knock down Longscar Hall | The tunnel leading to the Park | More parking | Noted |
| | SC004 | The Front | Former Fairground Site | Seaton Park | Noted |
| | SC005 | Demolish Longscar Hall | Clean pavements | Plant more trees in park | Noted |
| | SC007 | Undercover or indoor protection for adverse weather conditions | Far more parking facilities to welcome visitors | More attractions ie garden flowerbeds/protected from wind. Seating with wind protection and enhance local park. | Noted |
| | SC008 | Getting rid of the eyesore that is Longscar Hall | Making the Front family friendly | Putting in place a decent bus service | Noted |
| | SC009 | Problem of Longscar Hall site | Refurbish or relocate library | | Noted. The redevelopment of the library is included within the SPD. |
| | SC012 | Removal of the Longscar Building | Enhanced family/childrens play area | | Noted |
| | SC013 | Bring tourism | Provide better | Improve | Noted |

| Question Number | Organisation (including ref number) | Comments | Policy Response | | |
|-----------------|-------------------------------------|---|--|---|--|
| Question 11 | | | public facilities | employment opportunities | |
| | SC014 | Removal of unsightly buildings east of the road | New buildings which are easily maintained and kept clean | Good security and cleaning services | Noted |
| | SC015 | Removing Longscar Building | | | Noted |
| | SC016 | Play/ family area | Commercial zone picture showing 'Bex Hill on Sea' will look great | Beach huts will need security camera to stop vandals | Noted |
| | SC017 | Get rid of Longscar Hall | | | Noted |
| | SC018 | Demolish Longscar Hall | Sympathetically develop existing historic buildings rather than build new/ more | Retain as much open space as possible | Noted. The SPD aims to enhance Seaton Carew's open space. |
| | SC019 | Waste Tips. | More done by owners. | | Noted |
| | SC020 | make the most of the existing heritage - from the village to a seaside resort | make sure a balance is kept that this is also a residential area not just a potential tourist attraction | make sure the local businesses are supported and do not suffer from these plans | Noted. The references to Seaton Carew's Heritage will be strengthened. |

| Question Number | Organisation (including ref number) | Comments | | | Policy Response |
|-----------------|-------------------------------------|---|--|---|---|
| Question 11 | SC023 | To make the area more appealing | To help existing buisnesses | To attract tourists | Noted |
| | SC024 | OUTDOOR AREAS FOR CHILDREN OF ALL AGES TO PLAY FOR FREE | TOTALLY ACCESSIBLE TO ALL FROM YOUNG TO OLDER | | Noted. Free play areas are included within the SPD. |
| | SC025 | regeneration as whole as looks shabby | lonscar building | improved transport connections | Noted |
| | SC030 | public transport | littef | reducing gambling arcades | Noted |
| | SC031 | Visual attractiveness | Litter issue | | Noted |
| | SC035 | more transport facilities | activities for youth | development of the front and possible market on fairground site | Noted |
| | SC036 | Sort out Longscar Hall | Link the whole of the front from Elizabeth Way to Newburn Bridge to look and feel welcoming. | Develop the old/worn out areas of the front. | Noted |
| | SC038 | No more commercial buildings | No more chalets | Open spaces and play areas | Noted |
| | SC041 | Provide places and activites that people | Regenerate the area for future | Remove unsightly run down facilities | Noted |

| Question Number | Organisation (including ref number) | Comments | | | Policy Response |
|-----------------|-------------------------------------|---|---|--|-----------------|
| Question 11 | | want to visit | generations | | |
| | SC043 | get rid of the longscar hall, 50% grass & 50% carpark | maintain the existing amenities, bus station, park, promenade, grassed areas & flower beds. | clean up the dog crap & fine transgressors on a regular basis | Noted |
| | SC044 | Longscar building | Traffic in area if SPD came to fruition | continued maintenance and care for the area if the plan came to fruition | Noted |
| | SC045 | Free parking. | Hi-tech windbreaks on beach for sunbathing. | Clear or repair derelict buildings. | Noted |
| | SC046 | family friendly | access to all | policed | Noted |
| | SC049 | get a grip with speeding lorries on station lane | tidy up longscar hall | enforcement of the 20mph zone | Noted |
| | SC051 | Long scar hall | Sea front | | Noted |
| | SC052 | Make Seaton a good place to bring the family | Offer the right facilities | Promote tourism | Noted |
| | SC053 | Clean beach | Remove derelict buildings | Get rid of amusement arcades | Noted |
| | SC054 | creating a bold and imaginative plan | a determination to take Seaton Carew | Suitable provision to support the | Noted |

| Question Number | Organisation (including ref number) | Comments | | | Policy Response |
|-----------------|-------------------------------------|--|--|--|-----------------|
| Question 11 | | based on a quality of provision and appealing in new ways to a more diverse audience | and Hartlepool into a dynamic future, nor trying to cling to past and out-lived glories. | concerns of the substantial numbers of permanent residents of the 'Village' | |
| | SC055 | Empty buildings | Dog mess and rubbish | Anti social behaviour | Noted |
| | SC056 | get rid of the Longscar | support sports and social activities already within the area | | Noted |
| | SC058 | Safety | Development of new facilities | | Noted |
| | SC062 | Remove old long scar site- today | Develop all of these areas as stated asap | Don't let the full council do what's best for them - it's about the town not their own ego | Noted |
| | SC064 | Longscar building | | | Noted |
| | SC065 | Longscar Hall demolition | Better parking facilities | More family orientated amenities | Noted |
| | SC066 | An area for Families to use for Recreational Activity | Performance Area | Clean and Tidy environment | Noted |
| | SC067 | Poor buildings | Dirty environment | Safe parking | Noted |
| | SC069 | longscar hall | | | Noted |

| Question Number | Organisation (including ref number) | Comments | Policy Response | | |
|-----------------|-------------------------------------|---|---|---|------------------|
| Question 11 | SC070 | More things for children | | | Noted |
| | SC075 | purchase of the derelict commercial properties | | | Noted |
| | SC077 | Support a viable high quality mixed commercial/residential development on the Longscar Centre site. | Support private sector investment. | Increased residential offering. | Noted. Disagree. |
| | SC078 | Consultation on Strategic Road Network where appropriate | | | Noted |
| | SC079 | 1 Facilities to attract families. | 2 Commercial centre must be impressive and beautiful. | 3 Performance area. Develop and organise event schedule | Noted |
| | SC080 | Restore Victorian elegance | don't allow wind turbines in area | rebuild community facilities | Noted |
| | SC081 | Get rid of the current eyesores | Spruce up some of the current shops/buildings | Some decent food outlets/restaurants | Noted |
| | SC083 | Longscar Centre - its an eyesore | Parking - if the area is developed will there be enough | | Noted |

| Question Number | Organisation (including ref number) | Comments | Policy Response | | |
|-----------------|-------------------------------------|--|--|--|-------|
| Question 11 | | | parking? | | |
| | SC084 | affordable housing that poor people can afford | council housing that poor people can afford | | Noted |
| | SC086 | tidy it up | make it user friendly | concentrate on families | Noted |
| | SC088 | To demolish the Longscar Hall | Provide extra parking areas | | Noted |
| | SC089 | Longscar pulled down | better bus routes | permanent fair ground | Noted |
| | SC092 | Restore the area but keep it respectful of its history | Provide activities for families, both residents and visitors | Tidy up the area | Noted |
| | SC093 | create a regional draw | economic revival | sports infrastructure | Noted |
| | SC094 | Resolving the Longscar Hall Issue | Ensure sufficient, accessible parking | Provide facilities to make Seaton Carew an all weather destination | Noted |
| | SC095 | Cost | Environmental factors | Appearances | Noted |
| | SC096 | The need for new amenities for young and old | | | Noted |
| | SC097 | Removal of Longscar building | Enhanced facilities to attract visitors | Include indoor visitor attractions as | Noted |

| Question Number | Organisation (including ref number) | Comments | | | Policy Response |
|-----------------|-------------------------------------|---|---|---|-----------------|
| Question 11 | | as an urgent priority | | our weather is not always the best! | |
| | SC098 | Demolition of Longscar Hall | Sustainable amenities that won't quickly fall into disrepair | Provide facilities to replace what has been lost including sports centre and youth centre | Noted |
| | SC099 | Removal of Longscar Hall | Enhancement of visitor facilities, eg seating & play facilities | Enhancement of park facilities and maintenance of existing play facilities | Noted |
| | SC103 | Family friendly | Robust quality features | Adequate car parking | Noted |
| | SC104 | Demolition of Longscar Building | Beach huts will be great if beach is kept pristine | Activities on the beach ie windsurfing, jet ski hire would attract more people | Noted |
| | SC105 | More things for people to do, such as watersports hire / activities as mentioned previously | More parking (free), to encourage people to come from the wider area. | Make things reasonably prices so the average person can afford to use any facilities regularly to keep them viable. | Noted |
| | SC106 | link to heritage and | create areas that | ensure all | Noted |

| Question Number | Organisation (including ref number) | Comments | Policy Response | | |
|-----------------|-------------------------------------|---|--|---|---|
| Question 11 | | properties that are already present | will be used. may need to think how to encourage winter visitors to access those that visit Salthome | change/work can m=be maintained | |
| | SC108 | Removal/renovation of Longscar building | Redevelopment of southern area | | Noted |
| | SC110 | coasters | coasters | coasters | Noted |
| | SC111 | Regenerate | enhance | reinvent | Noted |
| | SC112 | Develop Longscar site | Improve visitor facilities | Enhance opportunities for commercial venture | Noted |
| | SC115 | Make it a destination that showcases the town | Dont half arse it, be bold! | Follow through with the design and commit to it! | Noted |
| | SC117 | Improve appreance of the area | | | Noted |
| | SC118 | Quality of Design / Finished Development | Promotion of high quality seaside environment - aim high! | Enables/supports local businesses and opportunities for active lifestyles/sport | Noted. A reference to the quality of design will be included within the SPD |
| | SC120 | Demolition of Longscar Building | Planting of grassed area on Coronation drive with paths etc to make joined up | Possibility of building further small business units in the area to offer | Noted |

| Question Number | Organisation (including ref number) | Comments | Policy Response | | |
|-----------------|-------------------------------------|--|---|--|-------|
| Question 11 | | | walkway into the town | visitors more shopping ideas and installation of more modern shower/toilets | |
| | SC122 | Seaton may be a conservation area but it needs to keep moving with the times. A lot of the improved shop fronts make a visual difference | Provide indoor/ out of season activities/ attractions | keep as much parking as possible without compromising on the development of the area | Noted |
| | SC123 | Removal of ugly delapidated building | Increase aesthetics of area | a place to be relaxed and want to visit regularly | Noted |
| | SC124 | To make Seaton moreFamily friendly | Smart appearence | Enhance what is already there | Noted |
| | SC125 | Activities to keep people entertained | Clean and tidy | To be the best seaside town in the north east | Noted |
| | SC127 | Traffic flow | Cleanliness | Parking | Noted |
| | SC128 | Long scar centre removal | As above | As above | Noted |
| | SC129 | longscar hall needs to be sorted | make it tidy and attract people to it | get more for family and children | Noted |
| | SC130 | Main priority should | Play Area/New | | Noted |

| Question Number | Organisation (including ref number) | Comments | | | Policy Response |
|-----------------|-------------------------------------|--|---|--|-----------------|
| Question 11 | | be demolition of Longscar Centre. | amenities | | |
| | SC131 | Sorting out the Longscar hall. | Maintaining traffic flow-throughput so people are not in their cars for too long. | Making a family friendly atomsphere as well as minimising opportunities for vandalism. | Noted |
| | SC132 | Entertainment to attract visitors | Plenty sheltered places to sit | Something to do when wet | Noted |
| | SC133 | KEEPING HAS MUCH OLD ARCHITECTURE AS POSS | LEARNING FROM PAST MISTAKES | MAKING GOOD USE OF THE UNUSED SPACE AND LEAVE AS MUCH PUBLIC OPEN SPACE AS POSS AND REMEMBER THE SEA FRONT STRETCHES THE FULL LENGTH OF THE BEACH NOT THE SOUTH PART | Noted |
| | SC134 | Keep buildings so they bloend in rather dominate the areas | Make it an 'attraction' to visitors to the area | Where the housing will be built seems to fit in with the present site | Noted |

| Question Number | Organisation (including ref number) | Comments | | | Policy Response |
|-----------------|-------------------------------------|--|---|---|-----------------|
| Question 11 | SC135 | Little thought has been given to main road through | servicing Seal Sands including heavy plant and lorries | Whole site is cut in half by traffic and so dangerous | Noted |
| | SC143 | Sorting out the empty buildings | Cleaning up the area | Adding new amenities | Noted |
| | SC145 | safety | enterprise zone | more activities for children | Noted |
| | SC146 | community center | sports hall | clean up of tips | Noted |
| | SC147 | removal of Longscar Hall or improving it | more seating | improving the paddling pool example seating roundabout it | Noted |
| | SC148 | An attraction to bring people into Seaton | Parking | Somewhere to go in inclement weather | Noted |
| | SC149 | Open up a clean area to encourage more visitors | This will encourage economic growth & visitors to spend | | Noted |
| | SC151 | Coasters | Preservation of the bus shelter | A facelift for Seaton Front shops | Noted |
| | SC154 | Childrens amenities | | | Noted |
| | SC156 | It is largely rundown and disused | Parking/road safety | Access for residents | Noted |
| | SC157 | to get better tourism | to upgrade the look | | Noted |
| | SC158 | Improved | Improved aesthetics | Job creation | Noted |

| Question Number | Organisation (including ref number) | Comments | Policy Response | | |
|-----------------|-------------------------------------|--|--|---|-------|
| Question 11 | | amenities/facilities for residents | | | |
| | SC159 | Longscar centre | Car parking | Fun for the kids | Noted |
| | SC160 | longscar hall | free children's play area | how about a putting green/ crazy golf | Noted |
| | SC161 | It will inject vibrancy into Seaton | It will bring in more visitors | More visitors means economic growth | Noted |
| | SC162 | Quality not quantity. | Forest along Coronation Drive and trees to mask Domes too. | Submarine rides from the North Gare. | Noted |
| | SC163 | putting the plan into place before it is changed again | putting the plan into place before it is changed again | putting the plan into place before it is changed again | Noted |
| | SC165 | Replace Coasters | Play areas; quality landscaping | Parking for the hordes of visitors these improvements will encourage! | Noted |
| | SC169 | Retention of existing character | Prevention of commercial clutter | Enhancing economic growth without compromising the above. | Noted |
| | SC171 | Clean beaches as that is paramount | Remove black seacoal from Mainsforth terrace end of beach. | Encourage more visitors | Noted |

| Question Number | Organisation (including ref number) | Comments | Policy Response | | |
|-----------------|-------------------------------------|---|---|---|-------|
| Question 11 | SC174 | Derelict and poorly maintained buildings repaired or removed. | Clean, safe environment free from dog mess. | Mess caused by nearby landfill sites. | Noted |
| | SC175 | Sort out waste trucks through The Front | Do something with that pigeon infested monstrosity | | Noted |
| | SC176 | hospital | hospital | hospital | Noted |
| | SC177 | flatten the longscar centre , and make the owners payfor it.. | replan the drawings to accomodate the seawall changes made.. | | Noted |
| | SC178 | eliminate the dilapidated buildings (Lanscar Hall) | Make full use of the available space | Consider the whole life of the development and future maintenance | Noted |
| | SC180 | Improved appearance and environment | | | Noted |
| | SC186 | longscar regeneration | childrens area | shops | Noted |
| | SC188 | Destinations to bring people in to Seaton Carew. Gladys tearoom is an example of something that | Family friendly environments. Seaton pubs are outdated and not family friendly. Pool is old, more | Farmers markets, craft fairs/food markets as apposed to tat stalls. Provide cheap fun for kids along with | Noted |

| Question Number | Organisation (including ref number) | Comments | Policy Response | | |
|-----------------|-------------------------------------|--|--|--|-------|
| Question 11 | | brings more footfall to the area. | play areas needed on the front | something classy for adults | |
| | SC190 | Build indoor facilities were visitors can escape the weather | Designers should visit Amsterdam | Knock down all amusement arcades | Noted |
| | SC191 | Get rid of Longscar Centre | Provide more parking | Encourage more businesses | Noted |
| | SC192 | Residents | Visiting families | Commercial events | Noted |
| | SC193 | MORE FUN AREAS FOR CHILDREN | TOURISTS COMING | BETTER PLACE TO VISIT | Noted |
| | SC195 | Tourism | Cleanliness | promotion of local crafts | Noted |
| | SC196 | Better facilities to attract visitors and local residents and adequate parking | Consistent high quality maintenance of present and new areas | Regenerate history and heritage of the 'village' and use as a theme to attract visitors and economic nvestment | Noted |
| | SC197 | Play area for children | Extra car parking | Events in event areas to attract public | Noted |
| | SC198 | Develop community spaces without increasing Anti social behaviours | | | Noted |

| Question Number | Organisation (including ref number) | Comments | | | Policy Response |
|-----------------|-------------------------------------|--|---|--|-----------------|
| Question 11 | SC199 | Attracting sustainable businesses | Ensuring there are plenty of things to do and see | Planning for the upkeep of the items in future | Noted |
| | SC201 | durability | sustainability | cost | Noted |
| | SC202 | Better transportation links | Easy to be keep clean and tidy | Encourage economic regeneration | Noted |
| | SC203 | the bus station | the front | | Noted |
| | SC207 | Longscar Hall | Commercial regeneration | Family scheme | Noted |
| | SC209 | children | families | tourism | Noted |
| | SC210 | Flatten Longscar Hall | More police patrols | Advertise/promote the area | Noted |
| | SC211 | the seafront area | ensuring adequate and appropriate parking | | Noted |
| | SC212 | Play area between Seaton Lane and Longscar Hall | Commercial area | Entertainment area | Noted |
| | SC213 | more proper toilets in family and park areas | | | Noted |
| | SC217 | Children's safety | Family orientated | Alcohol free | Noted |
| | SC218 | Demolish the eyesore of the building opposite Talk of the Town | Clean up the main beach, its full of rubbish and stones | | Noted |

| Question Number | Organisation (including ref number) | Comments | Policy Response | | |
|-----------------|-------------------------------------|---|---|--|---|
| Question 11 | | and build something appropriate | | | |
| | SC219 | Recreation links to 'a day out at the beach' | Link the 'high street' and other commercial ventures to the beach | Make the whole area more welcoming | Noted. References will be included within the SPD to link the "high street" and other commercial ventures with the beach. |
| | SC220 | Clear, Tidy or at least consolidate amusements | Have budget available for supervision of area | Then renew | Noted |
| | SC222 | Demolish the Longscar Hall eyesore. | Grass over the levelled site and leave open this seaview. | Then stop and leave well alone. | Noted |
| | SC223 | Deal with constant litter | Deal with vast numbers of birds now in evidence and their mess | provide catering other than fish and chips | Noted |
| | SC226 | better facilities | more activities for families and children | music and dance | Noted |
| | SC228 | develop the area adjacent to the demolished Longscar Hall | keep the beach clear of sea coal | continue to improve Seaton Park | Noted |
| | SC230 | Creating an area to attract visitors | Creating a family friendly space | Being a jewel in the hartlepool crown | Noted |

| Question Number | Organisation (including ref number) | Comments | | | Policy Response |
|-----------------|-------------------------------------|---|---|--|-----------------|
| Question 11 | SC231 | Redevelopment of derelict buildings | Activites for local people and visitors | Parking | Noted |
| | SC232 | Longscar Buildings | Contiued cyclical maintenace of the Clock Tower | Any bulidngs on the front that are in a state of disrepair | Noted |
| | SC233 | Removal of the old Longscar Hall building | Create a watersports facility for all ages | Link the area with the Marina | Noted |
| | SC234 | Clean and safe Picnic Area | Attractive and appealing things to do like mini golf and quality up to date restaurants/cafes | Family friendly activites and areas | Noted |
| | SC237 | maintain the character of the area | activities/shelter when weather is poor | events area | Noted |
| | SC238 | litter | dog fouling | anti social behavior | Noted |
| | SC241 | clear derelict buildings (longscar hall site) | get rid of the tips each end of area | more events | Noted |
| | SC242 | Get rid of or refurbish the Long Scar Center | Modernize | Have more family facilities, maybe a modern community center for a range of activities (exercise classes, toddler/baby | Noted |

| Question Number | Organisation (including ref number) | Comments | | | Policy Response |
|-----------------|-------------------------------------|---|--|--|-----------------|
| Question 11 | | | | groups, craft sessions...) | |
| | SC243 | Clean the place up ie litter, clean facilities, clean beach | Redevelop the kids playing areas but not excessively | Try not to whitewash the place by going over the top. Don't get carried away building unnecessary buildings that detract from the character of Seaton. | Noted |
| | SC244 | Leisure | Leisure/play | Leisure/play | Noted |
| | SC245 | The area needs to be cleaned up and maintained | park needs improving | new buildings need to be in keeping with the old ones | Noted |
| | SC247 | Free parking | | | Noted |
| | SC249 | smartening up a derelict area | making it a more usable environment | making it more popular to locals and visitors | Noted |
| | SC253 | More upmarket/tasteful appearance | Nice cafes & shops - less chip shops! | | Noted |
| | SC258 | Commercial area, | family area | performance area | Noted |
| | SC259 | Longscar hall demolition | more amenities to bring people into the area | have more family friendly amenities and things for | Noted |

| Question Number | Organisation (including ref number) | Comments | | | Policy Response |
|-----------------|-------------------------------------|---|---|--|-----------------|
| Question 11 | | | | youngsters to do | |
| | SC260 | support and increase local economy and jobs | upgrade the area but maintain the historic features | create a family atmosphere | Noted |
| | SC262 | Remove lonscar hall | Remove lonscar hall | And yet again remove lonscar hall | Noted |
| | SC263 | Cater to the people who visit in all climates. | Allow only individual commercial outlets. Not multi as Longsacr is. | Find some way to stop dog fouling. and also treat horse fouling in a robust fashion. | Noted |
| | SC264 | DEMOLISH COASTERS ASAP | Current area to be cleaned up and repaired | Not to lose sight of Seaton Carew's Victorian past | Noted |
| | SC265 | get seaton carew back to a family place to take you, r kidd,s | | | Noted |
| | SC267 | Remove grot spots | prevent anti social behaviour | keep it family friendly | Noted |
| | SC271 | Demolition of the old longscar centre | Some sort of attraction on the old fairground car park | Possibly extend the resort in some way towards the newburn bridge end of seaton | Noted |
| | SC273 | Any new buildings in harmony with | Any new buildings do not obscure sea | Make sure there is adequate parking | Noted |

| Question Number | Organisation (including ref number) | Comments | | | Policy Response |
|-----------------|-------------------------------------|--|---|--|-----------------|
| Question 11 | | existing structures | view of residents | for residents and visitors | |
| | SC275 | Getting rid of the Longscar centre & replacing with usable space | Better parking & seating for visitors | Preserving historic features eg bus station | Noted |
| | SC276 | Ensure the relationship between shops/businesses & new sea front isn't severed by an over trafficed road & on street car park. | Reduce motor vehicle dependency | Provide safe segregated facilities for cyclists to access Seaton Carew. | Noted |
| | SC277 | Better community facilities for residents before visitors. | Encourage heavy vehicles not to pass through the village by pedestrianising The Front.. | Time we had our public art like the Angel of the North, considering we manufacture it. | Noted |
| | SC279 | No houses on the seaward side of the coast road | | | Noted |
| | SC280 | Beach cleanliness | Derelict Buildings | Dog Fouling | Noted |
| | SC281 | nothing to go to the beach for dirty sands with sea coal all over nothing to | bring things people want not what the council say we have to have | make it a fun place to be | Noted |

| Question Number | Organisation (including ref number) | Comments | Policy Response | | |
|-----------------|-------------------------------------|---|--|--|-------|
| Question 11 | | do | | | |
| | SC282 | longscar hall demolished | no more houses | a senior school! | Noted |
| | SC285 | Clean friendly environment | Protect and enhance heritage | Encourage local business | Noted |
| | SC292 | tidying up the area to make it more appealing | have more facilities available for tourists | | Noted |
| | SC293 | appearance & public safety | to be able to have an updated ' good old day out at the seaside' | affordability/access to public | Noted |
| | SC294 | Demolish Longscar Hall | Fun activities for visitors | Promote commercial enterprise | Noted |
| | SC297 | beach | walkway | pool | Noted |
| | SC299 | Longscar building removed/repared | No more fairs close to residents/residents to be consulted/considered more | Bus service to run between Marina & Seaton along front or mini "train" to link the two | Noted |
| | SC304 | Attraction for tourism | Excisting businesses to keep their property fronts updated | Keep Beaches Clean | Noted |
| | SC305 | Safe environment | Family friendly | Attractions | Noted |

| Question Number | Organisation (including ref number) | Comments | Policy Response | | |
|-----------------|-------------------------------------|---|--|--|-------|
| Question 11 | SC306 | Regeneration of Longscar Hall/Coasters | Keeping beach and prom clean and looking good | Upgrade of facilities and amenities | Noted |
| | SC308 | Coasters / Longscar | Coasters / Longscar | Coasters / Longscar | Noted |
| | SC309 | seacoal removal | church bells curfew | visitor attractions | Noted |
| | SC311 | Fun for families | facilities for children | smarten up the area | Noted |
| | SC312 | Lonscar hall | | | Noted |
| | SC314 | FINAL capping of landfill sites and NO MORE tipping | Demolition and clearance of Longscar buildings | Better car parking, street lighting and road crossings | Noted |
| | SC315 | Sort out the buildings that are currently closed / boarded up | local parking | designs in keeping with the current buildings | Noted |
| | SC317 | Demolish the longscarr hall | family friendly areas | no more arcades | Noted |
| | SC320 | Live music at the longscar | | | Noted |
| | SC322 | longscar hall building demolished or refurbished and remodelled | more carparking | a decent coffee shop. | Noted |
| | SC327 | Longscarr Hall | Funfairs | Family Areas | Noted |
| | SC329 | Disused buildings | Parking | | Noted |
| | SC330 | Commercial Improvement | visitor improvements | improve car parking | Noted |
| | SC331 | Longscar Hall | further develop | improve play | Noted |

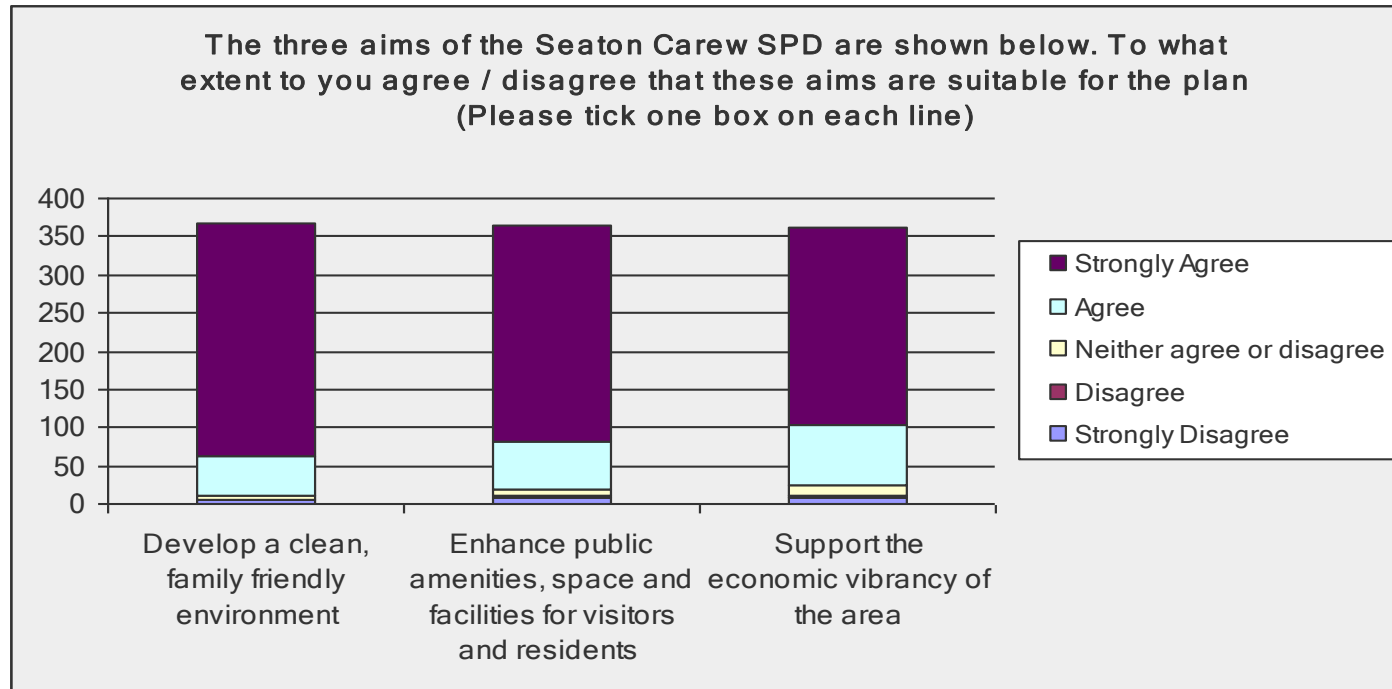
| Question Number | Organisation (including ref number) | Comments | Policy Response | | |
|-----------------|-------------------------------------|---|---|--|-------|
| Question 11 | | | retail opportunities | facilities | |
| | SC336 | commerce | cleanliness | road safety | Noted |
| | SC342 | Demolish present Longscar building which is an eyesore. | provide up to date facilities to bring in visitors from local areas and beyond, as has been done at Redcar. | support local businesses who are making their own efforts to revitalise Seaton | Noted |
| | SC343 | Play area | Update the front | Fix up the shopping area that's needs a face lift | Noted |
| | SC346 | demolish eyesore coasters | work with local businesses | ongoing maintenance | Noted |
| | SC347 | Please, no additional retail | Ampitheatre for performances | Skate park for the kids | Noted |
| | SC348 | Regenerate or knock down Coasters | New attractions required | Upgrade all amenities | Noted |
| | SC350 | The seafront: old coasters building is an eyesore | Enhance for children not pubs | Regenerate the current buildings and heritage | Noted |
| | SC352 | More things for kid and adults | More parking | | Noted |
| | SC353 | toilets and easy to access places for disabled people | Nice and clean beach | attractive spots for tourists coming to visit for the first time | Noted |
| | SC355 | Longscar Hall | amusement Arcade | Community centre | Noted |

| Question Number | Organisation (including ref number) | Comments | Policy Response | | |
|-----------------|-------------------------------------|---|--|--|-------|
| Question 11 | | | Frontage | for residents | |
| | SC357 | Clean up the area | Bring new businesses in | Bring in tourists | Noted |
| | SC358 | get rid of coasters | more dog poo bins and to provide poo bags | more carparking | Noted |
| | SC359 | Clean | Family environment | Fin | Noted |
| | SC360 | Economic growth | Facilities for visitors | General attractiveness for local residents | Noted |
| | SC361 | more things for children | prevent vandalism | | Noted |
| | SC362 | Maintenance of CURRENT facilities. | once and for all addressing the unsightly Longscar Hall. | Addressing the terrible problem of animal fouling. | Noted |
| | SC364 | Cole | Fitness | Shops | Noted |
| | SC367 | family orientated | good facilities | clean and safe | Noted |
| | SC372 | Parking - even with the expanded car park, there will be insufficient parking. At present, on a nice sunny day, there is insufficient parking and with the expected growth, | | | Noted |

| Question Number | Organisation (including ref number) | Comments | Policy Response | | |
|-----------------|-------------------------------------|--|---|---|-------|
| Question 11 | | Seaton Carew will be totally overwhelmed | | | |
| | SC374 | Create family friendly area. | Enhance facilities such as toilets and shops. | Create interest in the whole area. | Noted |
| | SC375 | Remove the Longscar Hall in its entirety | Adapt the site of the former Longscar Hall so it is not left to be grassed over | Improve visitor attractions for day trippers and for locals to use their own beach front areas. | Noted |
| | SC376 | Longscar | Parking | Weather | Noted |

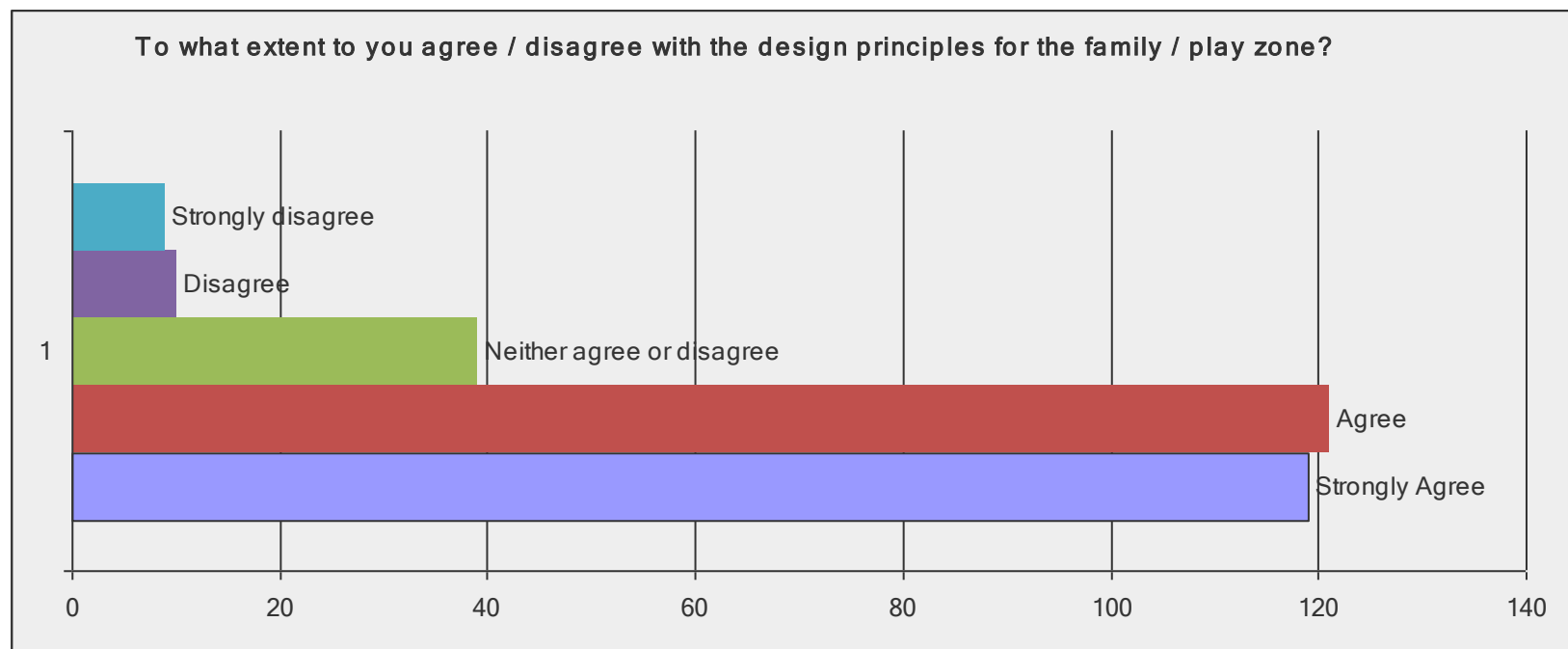
Q2. The three aims of the Seaton Carew SPD are shown below. To what extent to you agree / disagree that these aims are suitable for the plan (Please tick one box on each line)

| Answer Options | Strongly Agree | Agree | Neither agree or disagree | Disagree | Strongly Disagree | Response Count |
|---|----------------|-------|---------------------------|----------|-------------------|----------------|
| Develop a clean, family friendly environment | 304 | 51 | 5 | 0 | 6 | 366 |
| Enhance public amenities, space and facilities for visitors and residents | 283 | 62 | 9 | 3 | 7 | 364 |
| Support the economic vibrancy of the area | 259 | 78 | 15 | 3 | 7 | 362 |
| <i>answered question</i> | | | | | | 367 |
| <i>skipped question</i> | | | | | | 11 |



Q4. To what extent to you agree / disagree with the design principles for the family / play zone?

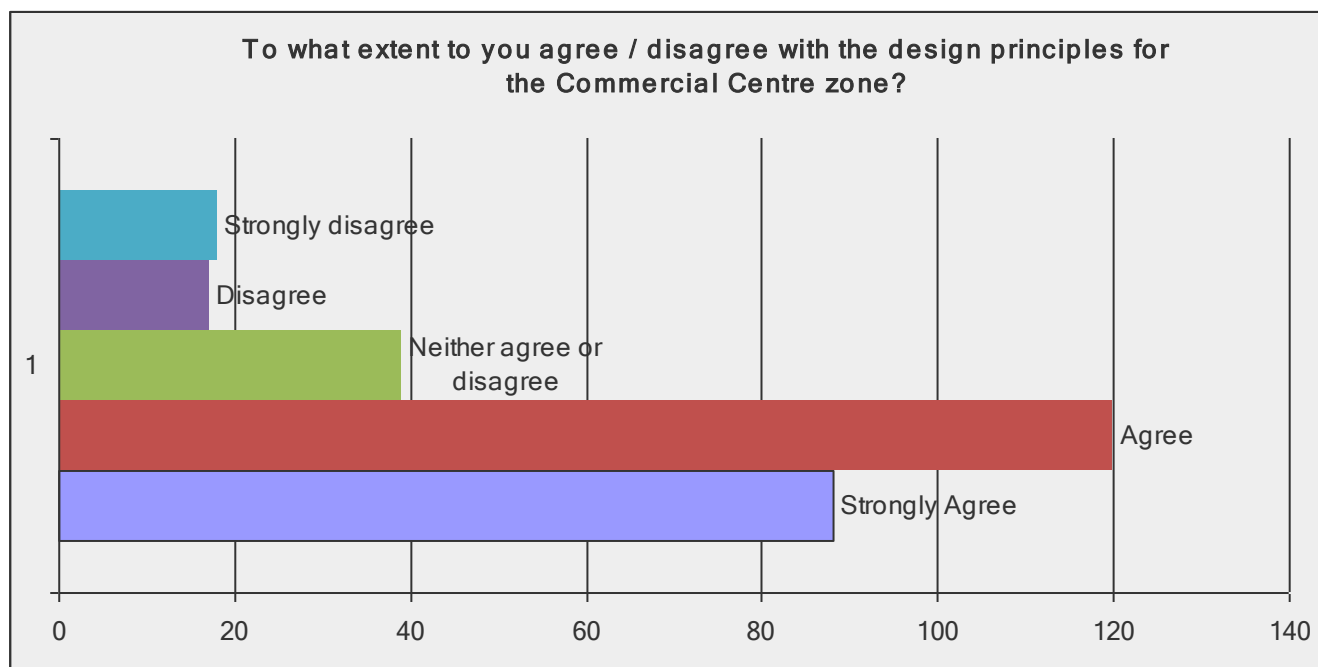
| Answer Options | Strongly Agree | Agree | Neither agree or disagree | Disagree | Strongly disagree | Rating Average | Response Count |
|--------------------------|----------------|-------|---------------------------|----------|-------------------|----------------|----------------|
| | 119 | 121 | 39 | 10 | 9 | 1.89 | 298 |
| <i>answered question</i> | | | | | | | 298 |
| <i>skipped question</i> | | | | | | | 80 |



Consultation statement relating to the Local Plan.

| Q6. To what extent to you agree / disagree with the design principles for the Commercial Centre zone? | | | | | | | |
|---|----------------|-------|---------------------------|----------|-------------------|----------------|----------------|
| Answer Options | Strongly Agree | Agree | Neither agree or disagree | Disagree | Strongly disagree | Rating Average | Response Count |
| | 88 | 120 | 39 | 17 | 18 | 2.14 | 282 |
| <i>answered question</i> | | | | | | | 282 |
| <i>skipped question</i> | | | | | | | 96 |

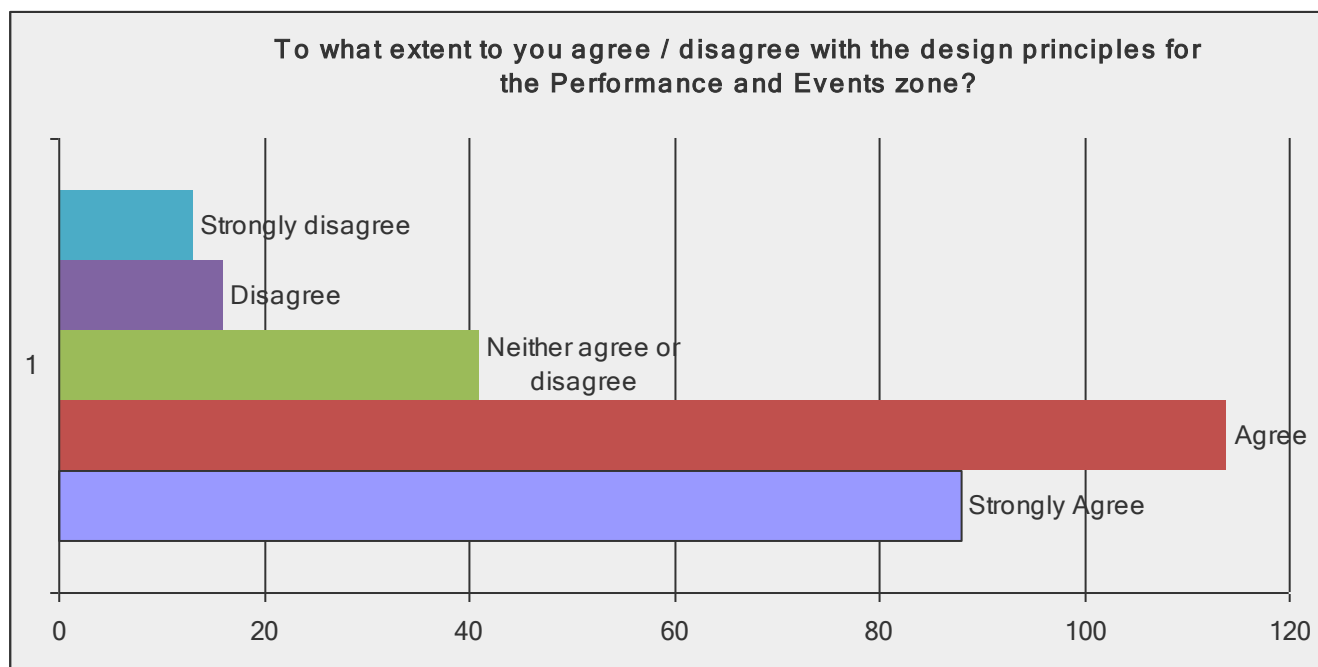
Consultation statement relating to the Local Plan.



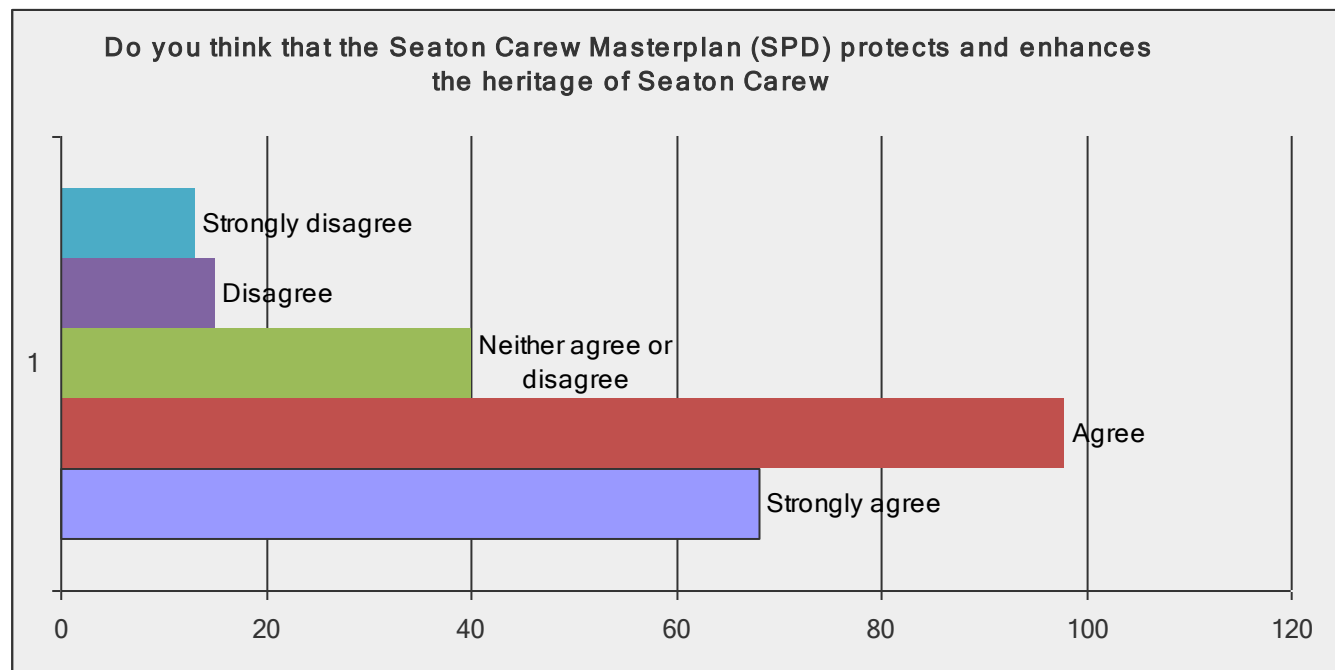
Q8. To what extent to you agree / disagree with the design principles for the Performance and Events zone?

| Answer Options | Strongly Agree | Agree | Neither agree or disagree | Disagree | Strongly disagree | Rating Average | Response Count |
|--------------------------|----------------|-------|---------------------------|----------|-------------------|----------------|----------------|
| | 88 | 114 | 41 | 16 | 13 | 2.09 | 272 |
| <i>answered question</i> | | | | | | | 272 |
| <i>skipped question</i> | | | | | | | 106 |

Consultation statement relating to the Local Plan.



| Q10. Do you think that the Seaton Carew Masterplan (SPD) protects and enhances the heritage of Seaton Carew | | | | | | | |
|---|----------------|-------|---------------------------|----------|-------------------|----------------|----------------|
| Answer Options | Strongly agree | Agree | Neither agree or disagree | Disagree | Strongly disagree | Rating Average | Response Count |
| | 68 | 98 | 40 | 15 | 13 | 2.18 | 234 |
| <i>answered question</i> | | | | | | | 234 |
| <i>skipped question</i> | | | | | | | 144 |



Habitats Regulations Assessment Seaton regeneration master plan

Introduction

This report is a Habitats Regulations Assessment under the Conservation of Habitats and Species Regulations 2010 (Habitats Regulations), of the Seaton regeneration master plan.

Regulation 61 of the Habitats Regulations states:

61.—(1) *A competent authority, before deciding to undertake, or give any consent, permission or other authorisation for, a plan or project which—*

(a) is likely to have a significant effect on a European site or a European offshore marine site (either alone or in combination with other plans or projects), and

(b) is not directly connected with or necessary to the management of that site,

must make an appropriate assessment of the implications for that site in view of that site's conservation objectives.

A Habitats Regulations Assessment is a step-by- step process. The first stage in this process is screening for a likely significant effect. Screening evaluates the potential for a project, either individually or in combination with other plans and projects, to have a significant effect on the interest features for which a European site is designated. However where it cannot be excluded, on the basis of objective information, that the plan or project will have a significant effect on the site, then the assessment will need to proceed to the next stage, to what is termed the appropriate assessment. The way in which an appropriate assessment is carried out is not specified but it is taken to mean that it is appropriate to its purpose of assessing the implications of the proposal in respect of the site's conservation objectives.

In carrying out the Habitats Regulations Assessment process on a plan or project, it is necessary to assess any potential effects on European sites in terms of the interest features for which they are designated and the vulnerabilities of those sites.

The Seaton regeneration master plan involves sites close to the European site of Teesmouth & Cleveland Coast SPA. The Teesmouth & Cleveland Coast European site is also listed as a Ramsar site. The Ramsar site and the European site share a boundary and interest features though the numbers of qualifying birds are lower for the Ramsar site.

The interest features and vulnerabilities of the Teesmouth & Cleveland Coast SPA are given in Table 1.

Table 1. Teesmouth & Cleveland Coast SPA/ Ramsar

| | |
|---------------------------|--|
| List of interest features | <p>ARTICLE 4.1 QUALIFICATION (79/409/EEC)</p> <p>During the breeding season the area regularly supports:</p> <p><i>Sterna albifrons</i> (Eastern Atlantic - breeding) 1.7% of the population in Great Britain Four year mean for 1995 to 1998</p> <p>On passage the area regularly supports:</p> <p><i>Sterna sandvicensis</i> (Western Europe/Western Africa)</p> <p>6.8% of the population in Great Britain Five year mean for 1988 to 1992</p> <p>ARTICLE 4.2 QUALIFICATION (79/409/EEC)</p> <p>Over winter the area regularly supports:</p> <p><i>Calidris canutus</i> (North-eastern Canada/Greenland/Iceland/Northwestern Europe)</p> |
|---------------------------|--|

| | |
|---------------|---|
| | <p>1.6% of the population Five year peak mean for 1991/92 to 1995/96</p> <p>On passage the area regularly supports:</p> <p><i>Tringa tetanus</i> (Eastern Atlantic - wintering) 1.1% of the East Atlantic Flyway population 5 year peak mean, 1987 - 1991</p> <p>ARTICLE 4.2 QUALIFICATION (79/409/EEC):</p> <p>AN INTERNATIONALLY IMPORTANT ASSEMBLAGE OF BIRDS</p> <p>Over winter the area regularly supports:</p> <p>21312 waterfowl (5 year peak mean 01/03/2000)</p> <p>Including: <i>Calidris canutus</i> .</p> |
| Vulnerability | <p>The natural incursion of coarse marine sediments into the estuary and the eutrophication of sheltered mudflats leading to the spread of dense Enteromorpha beds may impact on invertebrate density and abundance, and hence on waterfowl numbers. Indications are that the observed sediment changes derive from the reassertion of natural coastal processes within the context of an estuary much modified by human activity. An extensive long-term monitoring programme is investigating the effects of the Tees Barrage, while nutrient enrichment from sewage discharges should be ameliorated by the planned introduction of improved treatment facilities and the Environment Agency's acceptance of Seal Sands as a candidate Sensitive Area to Eutrophication.</p> <p>Aside from the eutrophication issue, water quality has shown considerable and sustained improvement, leading to the re-establishment of migratory fish populations and the growth of cormorant and common seal populations. The future development of port facilities in areas adjacent to the site, and in particular of deep water frontages with associated capital dredging, has the potential to cause adverse effect; these issues will be addressed through the planning system/Habitats Regulations, as will incompatible coastal defence schemes.</p> <p>Other issues on this relatively robust site include scrub encroachment on dunes (addressed by Site Management Statements with owners) and recreational, bait-gathering and other disturbance/damage to habitats/species (addressed by WCA 1981, NNR Byelaws and the Tees Estuary Management Plan).</p> |

Seaton regeneration master plan

The Seaton regeneration master plan involves four elements:

- Demolition of the library in Seaton Park and its redevelopment as a community centre;
- Regeneration of a section of Seaton Front to improve recreational facilities including parking and the paddling pool;
- Residential development of up to 38 units on the Old Fairground site.
- Residential development of up to 140 units on land bounded by Coronation Drive and Warrior Park Drive

The Fairground site is approximately 150m north of the Teesmouth & Cleveland Coast SPA/ Ramsar (SPA) with the proposed Seaton Front redevelopment commencing approximately 100m further north. Both are immediately adjacent to the inter tidal area of Seaton Sands, which has no nature conservation designation but which is used by birds which form part of interest feature of the assemblage of wintering waterfowl (SPA birds).

Seaton Library is approximately 700m north of the SPA and separated from the inter tidal area by the A178 and a row of properties.

The Warrior Park site is 1.5km from the SPA but as close as 100m from the West Harbour & Carr House Sands LWS, which is designated because it supports significant numbers of SPA birds, notably >5% of the citation Ringed Plover population. However it is separated from the inter tidal area by the A178 coast road

The location of each of the elements of the Masterplan is shown in Appendix 1.

Screening

The library in Seaton Park is a small, discrete unit within an existing park and adjacent to an existing residential area and is separated from the inter tidal area by the A178. The proposal for this element is just for a replacement building providing wider facilities. Therefore this element is considered not likely to have a significant effect on the SPA.

The regeneration of Seaton Front would be limited to improvements or amendments to existing facilities, such as parking, the paddling pool and landscaping elements. It is anticipated that it would make this part of Seaton Front more attractive to visitors, but it is not introducing any major new attractions which would significantly change the current pattern or numbers of visitor use. Therefore this element is considered not likely to have a significant effect on the SPA.

The Warrior Park site is unlikely to impact directly on the SPA as it is 1.5km distant. It is likely that a proportion of residents of the new properties would be dog owners who would walk their dogs on the beach element of West Harbour and Carr House Sands LWS and thereby potentially cause disturbance to SPA birds.

The Fairground site is the closest element to the SPA and could involve the creation of up to 38 residential units. Several factors associated with this feature of the master plan have been identified as potentially having a likely significant effect on the SPA, these are:

- An increase in recreational disturbance on the SPA and to SPA birds on adjacent areas, not least as a number of the residents would be anticipated to be dog owners who would walk their dogs on the beach and dunes;

- An increase in predation of SPA birds due to cat ownership of properties close to the European site;
- An increase in noise and visual construction
- Noise and visual disturbance, including from lighting, during construction;
- Visual disturbance from lighting during use of the properties;
- Run-off onto the SPA during construction;
- Run-off onto the SPA during use of the properties.

Appropriate Assessment

This appropriate assessment considers the likelihood of each of the factors identified through screening to have a significant effect on the SPA. It also considers the likelihood of in-combination effects between this plan and other plans and projects.

Background information on SPA bird usage of the adjacent inter tidal areas

Data sources

Data from the Wetland Bird Survey (WeBS)* and a number of Hartlepool Borough Council SPA bird surveys was interrogated in order to provide an assessment of the scale of use of the adjacent areas by SPA birds.

The location of each of those surveys in relation to the Warrior Park and Fairground sites is shown in Appendix 1.

The following WeBS data was obtained from the British Trust for Ornithology: Core Counts of the Seaton Sands and North Gare Sands sector (from the southern edge of Little Scar to North Gare breakwater and from North Gare breakwater to Seaton Channel respectively); Low Tide counts for sectors DT004 and DT008 (from the southern edge of Little Scar to North Gare breakwater and from North Gare breakwater to the Zinc Works Road respectively). Core Counts are monthly counts at all months of the each year, undertaken at high tide. Low tide counts are undertaken monthly from November-February for a single winter. Core Count data was obtained for all months from 2009/10 to 2013/14. Low Tide data was obtained from 2012/13.

Hartlepool Borough Council has conducted the following SPA bird surveys that are relevant to this HRA.

1. Six hours of surveys of the inter tidal area between North Gare breakwater and the Zinc Works Road from October 2009 – January 2010. This is the same area as DT008 in the WeBS Low Tide counts. The surveys recorded recreational activity and any resulting disturbance.
2. Six hours of surveys of the inter tidal area between North Gare and the Pumping Station at Seaton Carew from October 2009 – January 2010. The surveys recorded recreational activity and any resulting disturbance.
3. A series of 24 surveys, totalling 11.5 hours observation, from September 2010 to March 2011. The surveys were undertaken at various stages of the tide and covered the area of foreshore from opposite Seaton Lane in the north to approximately 300m south of the Pumping Station. The surveys recorded recreational activity and any resulting disturbance.

4. A series of 31 surveys of the inter tidal area between North Gare breakwater and the Zinc Works Road from July 2012 – February 2013. As with survey 1, this is the same area as DT008 in the WeBS Low Tide counts. Surveys were undertaken at various stages of the tide but mainly at low tide. These surveys included nine hours recording recreational activities and any resulting disturbance.
5. A series of 31 surveys of the inter tidal area between North Gare and the Pumping Station at Seaton Carew from July 2012 – February 2013. Surveys were undertaken at various stages of the tide but mainly at low tide. Recreational activity was not recorded.
6. Six counts at low tide of the inter tidal area between North Gare and the Pumping Station at Seaton Carew in July-August 2014. Recreational activity was not recorded.
7. Data for the WeBS Low Tide counts for sector DT003 for 2012/13. This data was collected by Hartlepool Borough Council and supplied to WeBS, so is included here rather than with the WeBS data. This sector runs from Little Scar to Newburn Bridge.

Data results

WeBS data

(NB the following summaries exclude birds using the sub-tidal areas as it is considered that they would not be affected by any aspects of the Seaton Regeneration master plan)

Seaton Sands

Over the five year period of the Core Counts only four SPA bird species had an average monthly total in excess of one bird. The highest monthly average for each of those bird species and the month in which this was recorded was as follows:

Oystercatcher, 18 (March); Ringed Plover, 3 (Sep); Sanderling, 9 (Jan); Sandwich Tern, 7 (Aug).

Over the same period, the peak monthly count of those SPA bird species whose peak exceeded five birds was:

Oystercatcher, 35 (March); Ringed Plover, 14 (Sep); Knot, 32 (Jan); Sanderling, 47 (Jan); Dunlin, 32 (Sep); Redshank, 7 (Jan); Turnstone, 7 (Jan); Sandwich Tern, 13 (Aug).

Oystercatcher was the only SPA bird species recorded during the Low Tide Counts at Seaton Sands with a peak count of 20 birds and a mean count of six.

North Gare Sands

Over the five year period of the Core Counts the following SPA bird species had an average monthly total in excess of one bird:

Oystercatcher, 422 (Sep); Ringed Plover, 9 (Mar); Golden Plover, 6 (Mar); Grey Plover, 99 (Feb); Lapwing, 17 (Jan); Knot, 593 (Feb); Sanderling, 3 (Feb); Dunlin, 259 (Sep); Bar-tailed Godwit, 14 (Mar); Curlew, 18 (Dec); Redshank, 26 (Jan); Turnstone, 7 (Jan); Sandwich Tern, 13 (Aug).

The species with a peak monthly count of more than five birds were:

Oystercatcher, 707 (Aug); Ringed Plover, 145 (Aug); Golden Plover, 44 (Sep); Grey Plover, 113 (Feb); Lapwing, 77 (Jan); Knot, 1801 (Feb); Sanderling, 14 (Sep); Dunlin, 620 (Dec); Bar-tailed Godwit, 67 (Mar); Curlew, 80 (July); Turnstone, 13 (Jan); Redshank, 99 (Nov); Little Tern, 6 (Aug); Sandwich Tern, 41 (June).

Over the Low Tide surveys, only the following species were recorded as more than a single bird; peak and mean figures are given in brackets. Oystercatcher (4/2); Golden Plover (6/2); Curlew (55/14); Redshank (5/3)

Hartlepool Borough Council data

The data for the seven surveys is summarised in Table 1 below

Table 1. Hartlepool Borough Council – Seaton SPA bird surveys summary

| Survey | No. of surveys | Location | Mean total of all SPA birds | Peak Count SPA birds | Mean no of the main SPA species |
|--------|----------------|--------------------|-----------------------------|----------------------|---------------------------------|
| 1 | 6 | North Gare | 7 | 13 | RK 3; KN 3 OC2 |
| 2 | 6 | Seaton Sands | 2 | 6 | All species <1 |
| 3 | 24 | Seaton Sands North | 15 | 121 | OC 12; RP 2; SS 1 |
| 4 | 31 | North Gare | 2 | 13 | RK 1 |
| 5 | 31 | Seaton Sands | 9 | 90 | TE 6; OC 1 RP 1 |
| 6 | 6 | Seaton Sands | 1 | 8 | TE 1 |
| 7 | 3 | Carr House Sands | 26 | 55 | OC 18; RK 6; SS 3 |

Species Key: OC = Oystercatcher; RK = Redshank; KN = Knot;
SS = Sanderling; TE = Sandwich Tern; RP = Ringed Plover

For Seaton, the WeBS and HBC data are broadly similar in the number of SPA birds present. The numbers of SPA birds at Seaton are generally low with the exception of the HBC survey 3 of Seaton Sands North, where the numbers are higher although still moderate. By far the majority of SPA birds in HBC survey 3 were found on the lower shore, 280 compared with 78 on the upper shore. Most of the total on the upper shore was provided by a flock of 32 Oystercatcher on one occasion and a flock of 38 Ringed Plover on another. Also it should be noted that while HBC survey No 5 gave a figure of six Sandwich Terns when averaged across the full suite of surveys, Sandwich Terns weren't present for much of the survey period and for the peak period of July-August the mean number of Sandwich Terns was 16.

For North Gare, there is a large disparity between the WeBS Core Counts on the one hand and both the WeBS Low Tide counts and the HBC data for North Gare on the other, although the latter two surveys, which both covered the same area, are of a similar magnitude. The reason for this is that the large numbers of SPA birds roost at high tide on the far south east of North Gare, around Seaton Snook at the entrance to Seaton Channel whereas the HBC surveys and WeBS Low Tide surveys only covered the first kilometre south from North Gare. The high numbers of SPA birds are therefore concentrated some 3km from the area covered by the Seaton Regeneration master plan.

Although there is only a small amount of data for Carr House Sands, the indication is that numbers of SPA birds are generally slightly higher than on Seaton Sands. Anecdotal observation would tend to support this and might be expected as this sector includes Little Scar rocks. The majority of the SPA bird interest of West Harbour & Carr House Sands LWS is however further north outside of the WeBS sector and associated with a high tide roost north of Newburn Bridge and with inter tidal mud flats in West Harbour.

Assessment of individual factors for likely significant effect

Fairground site

Recreational disturbance

Four of the Hartlepool Borough Council studies also recorded levels of recreational activities and the extent to which those activities caused disturbance to SPA birds. These are summarised in Table 2 below. Disturbance was classed as any event where SPA birds walked or flew, apparently in response to recreational activity.

Table 2. Levels of recreational activity and associated disturbance

| No | Location | Events/ hr | Main events/ hr | Disturbance / hr | Main disturbance activities/ hr |
|----|----------------------------|---------------|-----------------------|---------------------|--|
| 1 | North Gare | 11 | DW 6.6; W 2.2; SR 0.8 | 3.6 | DW 2 Ball Game 1 |
| 2 | Seaton Sands | 10 | DW 6.8; W 2.6 | 0.4 | DW 0.4 |
| 3 | Seaton Sands (north) | 34 | DW 24; W 8; R 1.5 | 1.8 | Not recorded |
| 5 | North Gare | 12 | DW 7; W 3; KS 0.5 | 0.4 | DW Cat 0.1 Bait Collector 0.1 Bird Watcher 0.1 |

Key: DW = dog walking; W = walking; SR = sand reclamation; R = runner; KS = kite surfer

While it isn't possible to accurately predict the potential increase in disturbance that might be caused by the proposed residential development it is considered that the following rationales would define the likely parameters. The residential development would result in a maximum of an additional 38 households close to the SPA or areas of foreshore used by SPA birds. The existing number of properties in Seaton is approximately 3,000 therefore this is a relatively small increase of approximately 1.3%. It is not known what proportion of the recreational events at Seaton would be from visitors from further afield but a study for the European Marine Site management group (Simpson, 2011) found that of visitors to the nearby North Gare, only 30% were from the local area, with a similar percentage when averaged across six intertidal sites in Hartlepool and Redcar. Assuming this is representative of Seaton then only 30% (10.2) of the 34 recreational events per hour would be due to Seaton residents. An increase of 1.3% in residents would therefore be expected to increase the recreational activity by 1.3% of 10.2 events per hour thereby increasing the total to around 34.1 events per hour. This is likely to be the minimum increase in recreational activity resulting from this proposal.

However as the proposed properties would be closer to the SPA than other properties in Seaton then it is likely that owners use the intertidal area more regularly than other residents or visitors. In particular it is reasonable to assume that one in four of the new households would have a dog and that they will walk the dog twice a day. If all of the dog walks are on the inter tidal area then as a worst case scenario this would result in approximately another 20 recreational events per day. Assuming dog walking is during daylight and assuming ten hours of daylight then this is an increase of two recreational events per hour for that period of each day. Using the data from the HBC survey 3, which includes the area directly in front of the Fairground site, this would result in an increase of approximately 6% of recreational events over that 10 hour period. Assuming the rate of disturbance is proportional to the rate of recreational events then this worst-case scenario would result in a 6% increase in disturbance events per hour, ie an increase of 0.1 per hour, which over the 10 hour daylight periods equates to around one additional disturbance event every day on Seaton Sands. As SPA birds will walk or fly numerous times each day, regardless of disturbance, this increase in energy expenditure for the SPA birds is considered to be *de minimus* in terms of its effect on the SPA and its interest features. In addition, since the 2011/12 surveys on Seaton Sands north, a large information board has been put in place in the car park adjacent to the

Fairground site as part of the European Marine Site (EMS) management scheme. This sign informs people of the importance of the EMS and SPA and asks people to avoid disturbing the SPA birds. This is assumed to be having some effect in reducing the amount of disturbance below the level calculated above.

As noted above, there are much higher numbers of SPA birds at North Gare, however these are almost all situated around 3km south of the Fairground site. It is unlikely that residents of that site would walk their dogs a round distance of 6km on a regular basis therefore it is unlikely that there would be a significant increase in disturbance to the birds in that location due to development on the Fairground site.

Predation by cats

Assuming that cat ownership in the proposed properties would also be in line with the national average, it is predicted that approximately one in four of the properties would own a cat. Domestic cats are known to catch birds, including those up to the size of any of the SPA bird species that have been recorded as using the intertidal area in front of Seaton. However cats are stealth predators and unlikely to use, let alone hunt over, very open areas such as a beach. It is worth noting that no cats have been recorded on any beach areas in Hartlepool during several hundred surveys, totalling in excess of 200 hours survey effort, by Hartlepool Borough Council. In the surveys of the intertidal area in front of Seaton, SPA birds were found predominantly on the tide line on the lower shore, a distance which would generally be between 100-200m from any housing. Therefore it is considered unlikely that SPA birds would be subject to predation by cats in this location.

Potential effects during construction

Factors such as an increase in noise and light pollution and run-off from the construction site onto the SPA have been identified as potentially having an effect during the construction process. All of these factors can be controlled by condition if necessary. For example construction could be limited to periods of the year when SPA birds are not present. In terms of run-off, this would be expected to be prevented by the implementation of standard control practices for construction sites. These will be considered in a suitable level of detail in the HRA of any subsequent project proposals; for the purposes of this HRA of the plan it is considered sufficient to record that suitable control measures are available and would be expected to be implemented to the required extent.

Light pollution during use of the residential properties

Residential use would be likely to result in an additional use of light from the new properties. However the residential properties would be some 150m from the SPA and around 100m from the areas of inter tidal habitat, outside of the SPA, that are regularly used by SPA birds. The increase in lux on those areas would be negligible, not least in comparison to existing light sources along the beach front at Seaton. In any case light levels and the direction of light could be controlled by conditions on any planning permission if considered necessary.

Run-off onto the SPA during the use of residential properties

The potential for run-off from the properties onto the SPA or adjacent inter tidal areas would be expected to be strictly controlled through the planning process. For the purposes of this HRA of the plan it is considered sufficient to record that suitable control measures are available and would be expected to be implemented to the required extent.

Warrior Park site

Residential development on this site would result in a maximum of an additional 140 households within 100 – 300m of areas of foreshore used by SPA birds. This would be an increase of approximately 5% on the existing number of properties in Seaton. As this development would be adjacent to existing housing and west of the A178 it is assumed that residents would access the inter tidal areas at the same levels as existing residents.

There is no data on the amount of recreational use of this area or the levels of disturbance on this sector. It is likely that the recreational use is lower than the 34 events per hour on Seaton Sands as it is further away from the main tourist area however the inter tidal area on this stretch of coast is slightly narrower than that at Seaton Sands, so taking both factors into account it is not unreasonable to assume that disturbance levels would be similar, ie c2 per hour. A five per cent increase would therefore increase disturbance levels to c2.1 events per hour. Assuming that recreational activity occurs principally over approximately ten hours of daylight during winter then this would equate to one additional disturbance event per day.

As with the assessment of the increase in disturbance resulting from housing on the Fairground site, which was of the same quantum, the increase in disturbance from the Warrior Park site is considered, in isolation, to be *de minimus* in terms of its effect on the SPA and its interest features.

Assessment of In-combination effects

The increase in disturbance from each of the 38 dwellings on the Fairground site and the 140 dwellings on the Warrior Park site has been estimated to result in one additional disturbance event per day. It is anticipated that only one of these options for housing would be developed as part of the masterplan but assuming that both are developed then as a worst case scenario this would result in two additional disturbance events per day to SPA birds on the inter tidal area in front of Seaton Carew.

Since the 2009/10 bird and recreational surveys were undertaken, the only other housing that has been approved in Seaton is 276 houses close to the Mayfair Centre. This is an increase of approximately 9% in residential properties in Seaton, though as the Mayfair Centre housing is on the outskirts of Seaton it is considered that residents of those houses are no more likely to access the intertidal area than other residents of Seaton. Again assuming that only 30% of the 34 recreational events at Seaton are due to local residents, this would be a 9% increase on the current 10.2 recreational visits per hour due to local residents resulting in an increase from 10.2 to 11.1 recreational visits.

Taking into account the worst-case scenario above of an increase of two recreational events per hour from the Seaton regeneration this would potentially give an in-combination increase from the two developments of 2.9 recreational events per hour, ie an increase of almost 10% on the baseline figure of 34 recreational events per hour and a concomitant 10% increase in disturbance from the current 1.8 to around 1.96 disturbance events per hour. The predicted increase in disturbance from the Warrior Park site development as assessed above would result in a further 0.1 disturbance events per hour. Taking all three developments into consideration and without mitigation this would be an increase of 0.3 disturbance events per hour and again assuming that recreational activities causing disturbance are largely confined to 10 hours of daylight, this would be an additional three disturbance events per day.

In terms of mitigation, the appropriate assessment for the Mayfair Centre development considered that the development would not result in a significant increase in recreational disturbance to the SPA because the access point to the SPA closest to the Mayfair development directs visitors along a surfaced bridleway which is bounded on each side by fencing. This fenced bridleway separates visitors from birds thus minimising disturbance and it was anticipated that most additional visitors from the Mayfair Centre housing estate would use this same access. Therefore disturbance from the Mayfair Centre is likely to be less in

practice than in the above calculation. Also as noted above an EMS information sign is in place next to the Fairground site which is likely to have some effect in reducing disturbance.

Nevertheless from all three developments combined the increase in disturbance is still predicted to be in the region of one to three events per day based on existing mitigation. There is currently no mitigation in place for the Warrior Park site. It is recommended that further mitigation is put in place to reduce the potential for recreational disturbance from that site. As the increase in recreational disturbance is predicted to be relatively low this could be in the form of additional information boards at either end of Coronation Drive, along the same lines as the EMS sign next to the Fairground site. With all of the above mitigation measures in place it is considered that any in-combination increase in disturbance would be *de minimus*.

Conclusion

The Seaton regeneration master plan has been considered in terms of its likely significant effect on the European site of Teesmouth & Cleveland Coast SPA/ Ramsar. Impacts have been screened out from all aspects of the master plan except for the residential schemes at both the Fairground and Warrior Park sites. It is likely that only one or other of these two residential schemes will come forward but they have been considered as if both were to be developed.

It is considered that most of the potential effects, other than recreational disturbance, from the proposed new dwellings at the Fairground site can be suitably controlled through the planning process should a project come forward.

The parameters for the potential increase in disturbance due to additional recreational events as a result of residential schemes at the Warrior Park and Fairground sites have each been calculated both in isolation and in combination with each other and an existing housing development at the Mayfair Centre.

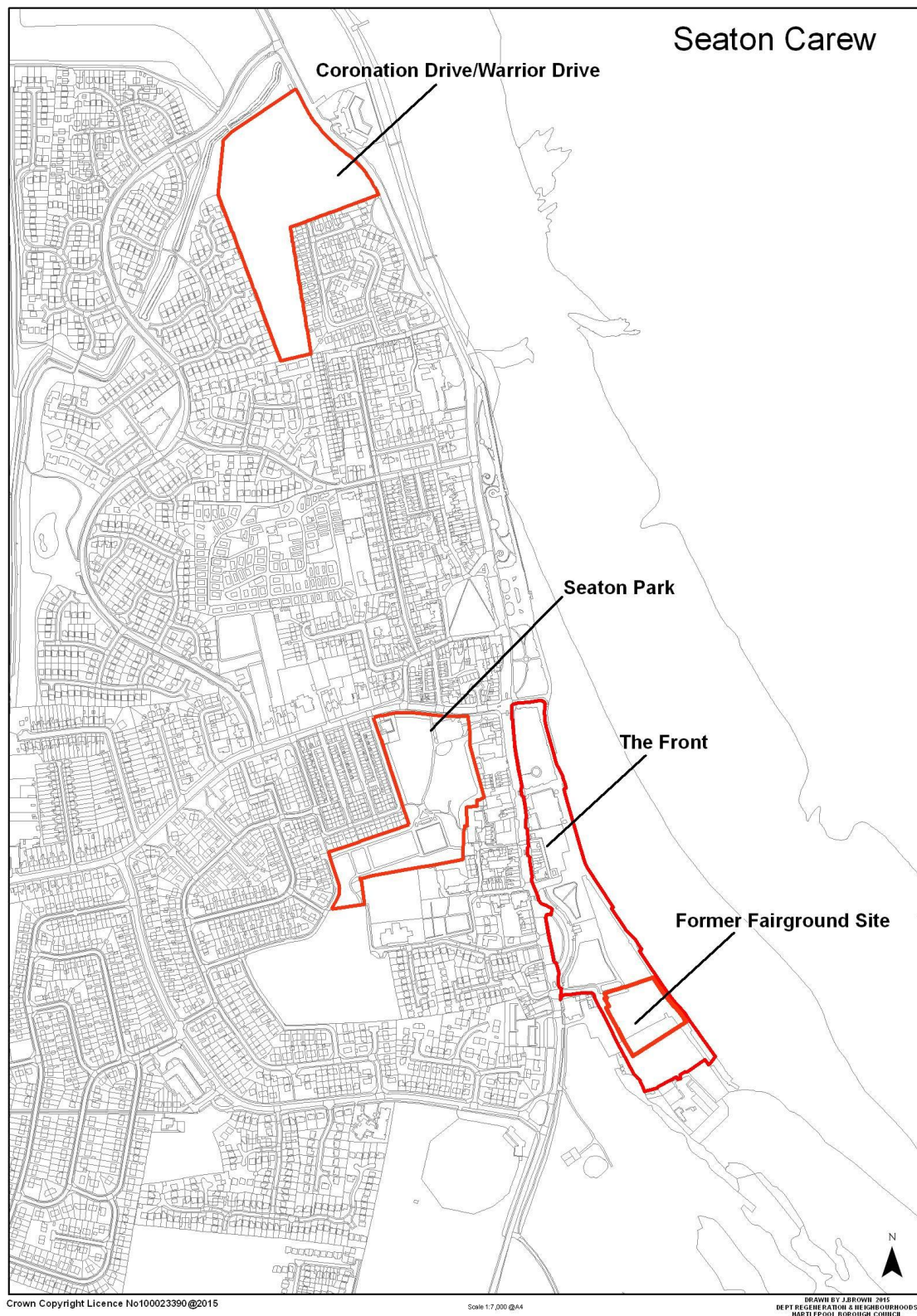
It is considered that in isolation each of the schemes would be *de minimus* in terms of its effect on the interest features of the SPA and that either of the Fairground site and Mayfair Centre or the Warrior Park and Mayfair Centre schemes would be *de minimus* in combination. However if all three schemes are developed it is predicted that disturbance events would increase by between one and three per day. In such a scenario, additional mitigation in the form of information boards about the SPA, placed at either end of the promenade at Coronation Drive, will be provided.

References

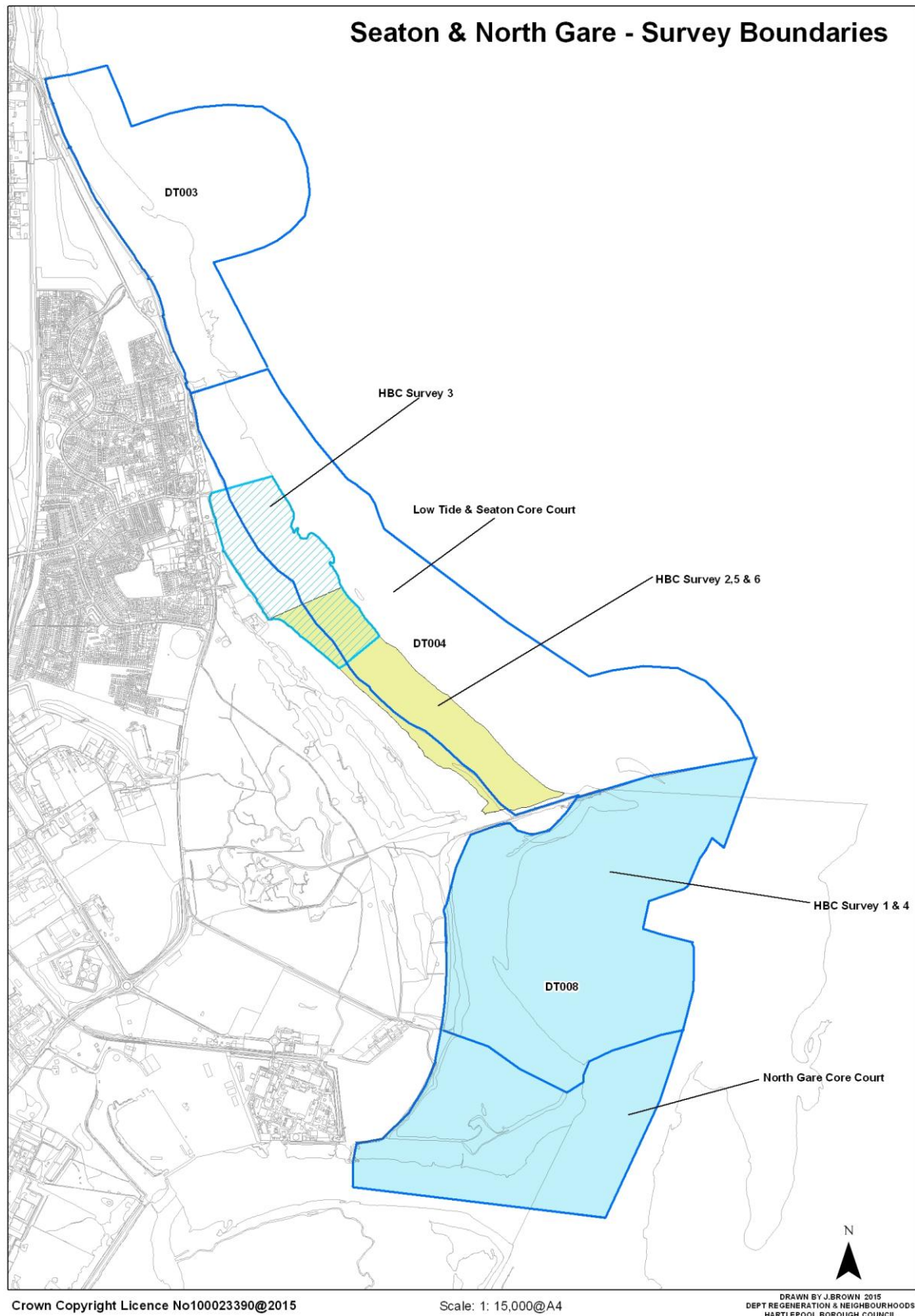
Simpson K. (2011) *Implementing an Ecosystem Approach: The case of the Teesmouth and Cleveland Coast European Marine Site*. MSc Thesis, University of York

* "Data were supplied by the Wetland Bird Survey (WeBS), a partnership between the British Trust for Ornithology, the Royal Society for the Protection of Birds and the Joint Nature Conservation Committee (the last on behalf of the statutory nature conservation bodies: Natural England, Natural Resources Wales and Scottish Natural Heritage and the Department of the Environment Northern Ireland) in association with the Wildfowl and Wetlands Trust"

Appendix 1. Location of master plan elements



Appendix 2. Survey locations



REGENERATION SERVICES COMMITTEE

28th August 2015



Report of: Assistant Director (Regeneration)

Subject: PLANNING OBLIGATIONS SUPPLEMENTARY
PLANNING DOCUMENT (SPD)

1. TYPE OF DECISION/APPLICABLE CATEGORY

1.1 Budget and Policy Framework. General Exception Provisions apply.

2. PURPOSE OF REPORT

2.1 The purpose of this report is to seek endorsement of the preparation of additional evidence relating to the Planning Obligations Supplementary Planning Document (SPD) from the Regeneration Services Committee.

3. BACKGROUND

3.1 Existing evidence and Policy GEP9 of the saved Hartlepool Local Plan 2006 provides material planning considerations and the policy basis for requesting developer contributions where they are necessary and relevant to a planning application. Policy GEP9 does not provide any details over the levels of contributions required, it the types of contributions which may be sought.

3.2 The purpose of the SPD is to provide developers and other interested parties information and guidance concerning the local authority's approach towards securing planning obligations associated with development within the Borough. The SPD clearly sets the thresholds for developer contributions through planning obligations in terms of the following:

- Affordable housing
- Open Space, Outdoor Sport / Recreation and Play
- Built Sport Facilities
- Green Infrastructure
- Highway Infrastructure
- Community Facilities, and

- Training and Employment.

- 3.3 The SPD does not contain any policies. However the levels and types of contributions required have been tested and proved to be viable and deliverable in most developments in the town over the past three years or so.
- 3.4 The only exception to this is the level of affordable housing achieved. Since the publication of the 2015 Hartlepool Strategic Housing Market Assessment (SHMA), Hartlepool's affordable housing need has been identified as 144 affordable housing units per year. This represents an affordable need of 44% when considered against the overall annual target of 325 dwellings. This is part of the objectively assessed housing need of the Borough.
- 3.5 Apart from developments by Registered Providers (providing in most cases 100% affordable dwellings) the need of 44% has never been achieved on developments that include an element of affordable housing as part of a wider private market development due to the economic viability of schemes.

4. METHODOLOGY

- 4.1 In order to ensure the SPD is robust an Affordable Housing Economic Viability Assessment (AHEVA) on the deliverability of affordable housing as part of private housing market lead developments will be prepared. The AHEVA will sit alongside the existing SHMA and inform the overall delivery of the objectively assessed housing need.
- 4.2 In undertaking the AHEVA officers will seek to establish an affordable housing target that is deliverable on typical development sites in the Borough. Initial assessments suggest that the target may eventually be between 10 and 20%. Amongst other elements, in undertaking the AHEVA officers will consider the following baseline assumptions:
- Typical land values
 - Typical development build costs
 - Typical infrastructure costs for roads, utilities, open space etc.
 - Typical other developer contributions sought including education, green infrastructure, play provision, highways etc.
 - Typical development values
 - Average Borough house values with regard to valuations
- 4.3 The final AHEVA will suggest an affordable housing target that will be deliverable on typical residential developments in the Borough going forward.

5. RISK IMPLICATIONS

- 5.1 The AHEVA will ensure the SPD is a robust planning document. Without the SPD in place the Council is at risk of not securing all of the developer contributions outlined in paragraph 3.3. This poses a serious risk in relation to the sustainable development of Hartlepool.

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

- 6.1 There are no issues in relation to the crime and anti-social behavior.

7. FINANCIAL CONSIDERATIONS

- 7.1 The AHEVA assesses the deliverability of the objectively assessed housing need evidence base, alongside the SHMA and informs the SPD. The SPD sets out the financial contributions to be made by developers as part of the planning process. This SPD will be the key document setting out the thresholds for and levels of contributions which must be made by developers as part of developments in Hartlepool. The SPD is however written in a flexible way which will ensure the viability of development coming forward.

8. LEGAL CONSIDERATIONS

- 8.1 The AHEVA assesses the deliverability of the objectively assessed housing need evidence base, alongside the SHMA and informs the SPD. The SPD has been set out in line with the Community Infrastructure Levy Regulations 2010 as amended, National Planning Policy Framework and the National Planning Practice Guidance.

9. EQUALITY AND DIVERSITY CONSIDERATIONS

- 9.1 There are no equality and diversity considerations in relation to SPD, the aim of securing planning obligations is to support the achievement of Sustainable Development.

10. RECOMMENDATIONS

- 10.1 That Members endorse the preparation of additional evidence relating to the Planning Obligations Supplementary Planning Document (SPD).

11. BACKGROUND INFORMATION

- 11.1 Report to Regeneration Services Committee on 8th May 2015 and 11th June 2015.

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REGENERATION SERVICES COMMITTEE

28th August 2015



Report of: Assistant Director (Regeneration)

Subject: LIBRARY SERVICE REVIEW 2015

1. TYPE OF DECISION/APPLICABLE CATEGORY

- 1.1 Forward Plan Reference No RN23/14 – Key test i and ii applies.

2. PURPOSE OF REPORT

- 2.1 The purpose of this report is to inform Members of the findings of the Library Service Review and to make recommendations in relation to the outcome and implementation of the review in 2016/2017.

3. BACKGROUND

- 3.1 At the Regeneration Services Committee on the 24th July 2014 Members agreed that a Library Service review should be undertaken in anticipation of the need for future savings. The scope of the Library Service Review and the proposed consultation was approved by Members at a subsequent Regeneration Service Committee on the 23rd October 2014.
- 3.2 The review was to consider a wide range of library operations, provide options for improved delivery and identify potential savings from 2016.
- 3.3 Key areas for consideration were;
- the suitability of the existing branch library network and buildings
 - library opening hours
 - the use of volunteers and alternative library service providers
 - online services
 - income generation
- 3.4 The Library Service currently operates four part-time branch libraries. These are situated in the following wards; Headland and Harbour, Manor House, Seaton and Jesmond.

- 3.5 Members have expressed a desire to develop community hubs across the town integrating services and improving on outcomes. The findings of this review will feed into the community hubs work-stream.

4. CONSULTATION

- 4.1 The Library Service consulted with a wide range of stakeholders including library users, non-library users, community groups and organisations, library staff and schools. The review also considered information supplied by other council services e.g. Estates and Regeneration.
- 4.2 The following methods of consultation were employed;
- Public survey
 - Public and staff drop-in sessions
 - Community group surveys, including non-library users.
 - School survey
 - Library staff survey
- 4.3 A total of 1,555 responses were received.
- 4.4 Key findings
- 50% of people who responded to the public survey said they had used a branch library in the previous 12 months; many use the library once a month or more.
 - Postcode mapping indicates that the majority of branch libraries users live within a 1 km distance of the branch they use, however all branches attract users from across the town.
 - Most branch library users would choose to change the day they visited their branch rather than use the Central Library on a Saturday.
 - If branch library opening hours were to be reduced slightly more branch library users would choose to reduce weekday opening rather than close on a Saturday.
 - A significant number of people use the Central Library during the Christmas and New Year period. The majority of people who expressed an opinion felt that the current, limited service during this period should be maintained.
 - The public are in favour of the service engaging with volunteers to enhance library service; however there was less support for using volunteers to work alongside a reduced workforce to maintain services.
 - The majority of people who expressed an opinion said the service should continue to be delivered by the Local Authority.
 - There is a significant number of people who are interested in volunteer opportunities although not necessarily on a regular basis.
 - The importance of generating new income was recognised by the majority of library staff. The public consultation suggests that there is some public appetite for paid services e.g. refreshments, educational activities.

- Existing users of the Central Library Community Room and spaces would prefer to maintain existing services however responses indicate a reasonable number would be prepared to be flexible if out-of-hour bookings were condensed into fewer evenings; few would stop using the service altogether.
- Public engagement with library e-services is limited in terms of the services used and in the frequency they are accessed. Few people who expressed an opinion saw them as a replacement for a physical visit.
- The consultation with primary schools indicates that the development of fee-based literacy support services to schools would be well received.
- Suitable, alternative venues are limited. The relocation of Headland and Owton Manor libraries could impact negatively on the services they currently share accommodation with.
- Other than a new build opportunity in Seaton Carew it is unlikely any alternative premises could accommodate a full range of library services.

5. OPTIONS

5.1 The Library Service Review has provided a range of proposals, and associated projected savings for Members consideration.

5.1.1 Full closure of all branch libraries is not recommended, but the information is provided for comparative purposes.

5.1.2 Savings could be made from centralised budgets in terms of building and utility costs; however Owton Manor and Headland libraries, as co-locators, may not realise the full level of savings indicated. All costs are approximate. As a result of the Business Retention regime changes introduced in April 2013, 49% of any business rates savings will need to be allocated to offset the reduction in business rates income retained by the Council.

| | Gas Water Electricity | Annual Rates |
|------------------|--------------------------|-----------------|
| Headland Library | £2000 | £1400 |
| Owton Manor | £3000 | £1400 |
| Seaton Carew | £3800 | £5200 |
| Throston Grange | £3000 | £5400 |
| Total: | £11,800 | £13,400 |

5.2 Option 1: Closure of individual branch libraries

5.2.1 The review data suggests that the full closure of any individual branch library or a combination of libraries would impact on not only the relevant wards but on a much larger community. Projected savings of £43,000 per branch and £35,750 Headland could be realised. The Headland Library

realises less savings as it has a fewer opening hours and associated staffing costs than other branch libraries. Additional savings could be made from centralised budgets in terms of building and utility costs, see 5.1.2 above.

5.2.3 This option would result in a staff restructure and it is possible that a single library closure would not require compulsory redundancies; this would not be the case if more than one library were to close.

5.2.4 This option is not recommended.

5.3 Option 2: Reduction in opening hours across the branch network

5.3.1 This option would enable the Library Service to maintain the full range of library services it currently offers in branch libraries whilst making significant savings. Projected saving of **£51,000**

5.3.2 A staff restructure across the service would be necessary, and it is possible that this level of service reduction can be achieved without the need for compulsory redundancies. Further savings could be made from centralised budgets in terms of utility costs. The proposal is to:-

- Reduce Owton Manor, Throston Grange and Seaton Carew libraries by a further day per week. The reduction will be from 4 weekdays to 3. The Headland Library currently opens only 2 weekdays. It is proposed that this does not change.
- Schedule branch closures so that at least one branch remains open on any given week day.
- Close all branch libraries at 5pm rather than 6pm.
- Reduce Saturday services in all branch libraries by 1 hour.

5.3.3 This combined approach aims to minimise the impact for the majority of users, whilst enabling the Council to continue to provide a full range of services. Working families will continue to have access to library services on a Saturday. Library use in Hartlepool is traditionally at its lowest on an evening; reducing services between 5pm and 6pm will have the least impact on library users. Central Library opening hours will not change.

5.3.4 The proposed closure days are as follows;

| | Mon | Tues | Wed | Thurs | Fri | Sat |
|-----------------------------|-----|------|-----|-------|-----|-----|
| Headland | X | | X | X | | |
| Owton Manor | | X* | | | X | |
| Seaton Carew | X* | | X | | | |
| Throston Grange | | X | | | X* | |
| * additional day of closure | | | | | | |

- 5.3.5 This arrangement maintains a balanced coverage across both the north and south of the town and avoids the closure of any branch library on its day of peak usage.
- 5.3.5 The review considered the cessation of the limited service provided at the Central Library between Christmas and New Year, which would generate minimal savings of £1,000 however based on the results of the consultation it is recommended that this option is not progressed.
- 5.3.6 It is however proposed that out-of-hours use of the Central Library Community Room is consolidated into two evenings to enable existing staffing resources to be more effectively deployed.

5.4 **Library Buildings**

- 5.4.1 The review considered relocation, co-location and new build opportunities. The consultation also looked at the distance people were prepared to travel to alternative venues and the level of service that potential venues could offer. Where libraries are already co-located the review also considered the impact any change could have on the long term sustainability of the remaining service. This is particularly relevant to Owton Manor Library and Community Centre and the Headland Library.
- 5.4.2 As such the review proposes that the existing branch network should remain in place, however further work needs to be completed in relation to the potential development of Community Hubs, which will include the role of existing Community Centres, Libraries and other public sector buildings. This is a complex review which needs to reflect service requirements, the needs of communities and where buildings are located.

5.5 **Library services**

- 5.5.1 Specific library services have been considered as part of the review, which have enabled savings to be identified. A detailed breakdown of the services considered is listed below:-
- 5.5.2 E-services: The consultation confirmed that public engagement with existing library e-services is limited both in terms of the services used and in the frequency resources are accessed. Furthermore few respondents saw E-services as a replacement for a physical visit.
- 5.5.3 The expansion of e-services to include e-books was considered however, due to the reasons covered below, it is recommend that the inclusion of E-book services should not be pursued in and savings of **£6,000** be made by reducing online resources attaining low levels of use.
- The library market is limited to a small number of providers as is the range of titles available from each individual provider. Library e-book services are not compatible with the most popular e-reader, Kindle. The number of loans per title is often limited by the publisher.

- The delivery of an e-book services would require revenue expenditure to cover the cost of the book title, platform charges and support costs e.g. integration with the Library Management System and potential finance management software.
- There is no clear public demand for the expansion of e-services.

5.5.4 Volunteers and alternative Library Service providers: Several Local Authorities have transferred Library services to the voluntary sector. This has provided savings in areas such as staffing, building costs, IT and book stock. The level and quality of services provided by these voluntary libraries does differ across the country and the success of such services is still debateable.

5.5.5 The review findings however indicated that the Library Service should engage more with volunteers and develop volunteering opportunities although it is less clear whether volunteers should be used to maintain existing services.

5.6 Income Generation

5.6.1 Income generation: the library review considered a range of income generation opportunities, identifying the potential for the development of new income streams and the competitive pricing of existing services.

5.6.2 The review proposes that the following fees be increased, generating **£4,650:-**

- Reservation fees
- Annual IT membership fees
- Community room/space hire charges

5.6.3 Reservation fees should be introduced for items held in Hartlepool Libraries' stock. A single rate fee of 20p is suggested for phone/text notifications and 40p for letter notifications. Reservations for under 17's will remain free. It is further proposed that current charges are maintained for inter-library loans however an annual cap of 20 items at the concessionary rate is introduced.

5.6.4 It is proposed that the annual membership fee for IT membership increases from £3 per annum to £5 per annum or £2 per quarter. Alongside this it is proposed that 15 minutes free access to the Quick Click terminals [2] at Central Library be introduced.

5.6.5 It is proposed that community group out-of-hours hire fees increase from £11.50 to £18 per 3 hour block booking. The service will continue to operate on a subsidised basis.

5.6.6 It is further proposed that daytime hire fees for community groups be brought in line with Community Centre rates. This would increase the block booking fee from £11.50 to £14.

5.6.7 The following new income streams should also be introduced generating income in the region of **£18,300:-**

- Development of additional community spaces/services
- Development of a School Library Service SLA
- Offer a refreshment service
- Creation of a retail outlet

5.6.8 It is proposed that new services and associated fees be piloted in 2016/17; further recommendations would be presented to Members in 2017/18, based on findings of the pilot studies. These proposals include

- The use of Central Library Community Room on a Saturday afternoon at a cost of £60 per session. Charges will also be introduced for the supply and setting-up of community room equipment.

5.6.9 It is proposed that the Library Service expands its existing offer to Primary Schools and introduces a Service Level Agreement for the delivery of curriculum, cultural and literacy based activities and mobile library visits. Class visits to libraries will continue to remain free.

5.6.10 It is proposed a small confidential space is created, on the first floor, for public hire and to support the collaborate work with West View Advice and Resource Centre who provide on-site support for job-seekers and benefit claimants. In addition a second meeting room suitable for small community groups and health drop-in sessions would be introduced on the ground floor. This requires the former kitchen to become office space. Both of which can be funded from an under spend from previous allocated capital budgets, at an approximate cost of £7,000 per unit. It is proposed that a modest income target of £1,000 is allocated in year one, contributing towards existing budget target.

5.6.11 It is also proposed that refreshment services be provided in all libraries, comprising

- refreshments/hot water and crockery provision to community groups in line with other community room providers e.g. Community Centre's.
- on-site provision of tea and coffee in all libraries.

5.6.12 Introducing refreshment services in all locations will require initial investment. This is not anticipated to exceed £3,000 and will be funded by existing library budgets. It is anticipated that Volunteers will assist in the delivery of these new services.

5.6.13 It is proposed that the library retail offer is developed and the former cafe area is utilised to create a joint retail outlet and social space, providing refreshments and seating. It is suggested that the Vestry Cafe operated by Catcote Special School is approached to provide a selection of snacks

for resale. The outlet will be managed by existing library staff with volunteers supporting the front-of-house operations. This will require set up costs in the region of £3,500 funded from existing budgets, which will generate income in year one of £3,000.

5.7 Miscellaneous savings

5.7.1 The review considered all revenue budgets and has identified a number of low value savings. Similarly small scale income streams such as the provision of family history classes have been identified for piloting in 2016/17. These equate to approximately **£11,000**.

5.7.2 Members should also note, it is proposed that loan periods for library resources be reduced from 4 weeks to 3 weeks to improve the use of stock and help mitigate the impact of lower expenditure on new stock. The child loan entitlement should be reduced from 10 to 6 books at a time. Home-schooled children will be exempt from these changes.

5.8 To enable the development of the range of activities proposed above, staff duties will be reviewed, and where necessary job evaluation reviews will also be undertaken.

6. RISK IMPLICATIONS

6.1 The risks relating to the proposals detailed in paragraph 4 are:-

6.2 A reduction in opening hours across the branch library network could reduce usage levels to point where the services were no longer viable. However the investment in the Councils Mobile Library Service will go some way to mitigate this risk

6.3 There is a risk that the Library service will not keep pace with other library authorities in the implementation of E-based services. There is a further risk of disenfranchising future generations of library users. This can be mitigated by an annual review of new and existing E-services.

6.4 Recruiting suitable volunteers, managing a volunteer workforce and integrating it alongside existing staffing will be challenging. The piloting of new developments in 2016/17 will enable volunteer dependent initiatives to be monitored and their longer term viability to be assessed.

6.5 By increasing existing library fees or by introducing new charges there is a risk of lower engagement with these services. This could reduce existing income levels. This is particularly relevant to community group users of the Central Library who will be most affected by the proposals, although the proposed community room fees are competitive with those of other local providers.

- 6.6 There is a risk that schools will not buy-in to a Service Level Agreement for the delivery of library and literacy based services. The piloting of the service in 2016/17 will enable the programme to be monitored and the longer term viability to be assessed.
- 6.7 The value of all new income streams are estimated. There is a risk these levels may not be attained in year one. Income will be monitored regularly throughout 2016/17 and further recommendations on the longer term viability will be assessed for 2017/18.

7. FINANCIAL CONSIDERATIONS

- 7.1 If Members approve the Library Service Review proposals budget savings for 2016/2017 can be achieved. The recommended proposals would provide an approximate saving of £91,000.
- 7.2 The proposals relating to income generation have been carefully considered however there is always a risk that income targets will not be achieved in future years. If in the event that income is not achieved in line with expectations, alternative savings will be identified within the Department.

8. STAFF CONSIDERATIONS

- 8.1 A staffing restructure will be required to enable the development of the library service to progress in line with the recommendations above.
- 8.2 Staff morale may be affected as the Library Service moves through a significant period of change. It is essential to engage with staff and ensure mechanisms are in place to enable them to actively participate in service developments and their implementation.

9. ASSET MANAGEMENT CONSIDERATIONS

- 9.1 Liaison with Estates and Regeneration will continue with regard to identifying alternative venues for library services in the future.

10. EQUALITY AND DIVERSITY CONSIDERATIONS

- 10.1 An Impact Assessment Form is attached as **Appendix 1**.

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

- 11.1 There are no Section 17 implications relating to this report.

12. RECOMMENDATIONS

- 12.1 Members of the Regeneration Services Committee are asked to consider the following:-
- 12.2 Reduce opening hours across the branch network, in line with section 5.1.2 of the report
- 12.3 Not introduce E-books services and cancel online resources attaining low levels of use as per section 5.1.6 of the report.
- 12.4 Introduce volunteering opportunities from 2016/17 as outlined in section 5.1.6 of the report
- 12.5 Agree to the fees and charges included within the report (see section 5.1.7)
- 12.6 Agree the changes to loan periods and entitlements as outlined in 5.1.8.
- 12.7 Support the development of Community hubs and propose the findings of the review consultation exercise be fed into the Community hub workstream.

13. REASONS FOR RECOMMENDATIONS

- 13.1 The conclusion of the Library Service Review is that the recommendations will;
 - achieve budgetary savings for the financial year 2016/2017
 - enable the Library Service to test the sustainability of new services and delivery models
 - have minimal impact on the majority of existing service users.

14. BACKGROUND PAPERS

- Regeneration Services Committee Report 24th July 2014
- Regeneration Service Committee Report 23rd October 2014
- Members Background Paper 1: 2015 Library Service Review: Consultation
- Members Background Paper 2: 2015 Library Service Review: Options

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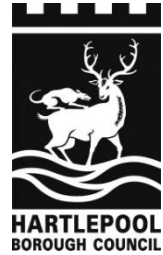
Impact Assessment Form

| Department | Division | Section | Owner/Officer |
|--|--|-------------|-------------------|
| Regeneration and Neighbourhoods | Culture & Information | Libraries | David Worthington |
| Service, policy, practice being reviewed/changed or planned | Library Services | | |
| Why are you making the change? | The need to change is financially driven. It ensures that services are delivered in a more efficient manner and that new opportunities for developing customer focused services are explored and income generation expanded to support service delivery. | | |
| How might this impact (positively/negatively) on people who share protected characteristics? | | | |
| | | Please tick | |
| | | POSITIVELY | NEGATIVELY |
| Age | | | |
| There are no significant negative impacts on Culture and Information clients should the recommended options be approved. If the decision is made to close one or more branch libraries outreach services will continue to be available to support the wider community. | | | |
| Disability | | | |
| There are no significant negative impacts on Culture and Information clients should the recommended options be approved. If the decision is made to close one or more branch libraries outreach services will continue to be available to support the wider community | | | |
| Gender Re-assignment | | | |
| There are no significant negative impacts on Culture and Information clients should the recommended options be approved. If the decision is made to close one or more branch libraries outreach services will continue to be available to support the wider community | | | |
| Race | | | |
| There are no significant negative impacts on Culture and Information clients should the recommended options be approved. If the decision is made to close one or more branch libraries outreach services will continue to be available to support the wider community | | | |
| Religion | | | |
| There are no significant negative impacts on Culture and Information clients should the recommended options be approved. If the decision is made to close one or more branch libraries outreach services will continue to be available to support the wider community | | | |
| Gender | | | |
| There are no significant negative impacts on Culture and Information clients should the recommended options be approved. If the decision is made to close one or more branch libraries outreach services will continue to be available to support the wider community | | | |
| Sexual Orientation | | | |
| There are no significant negative impacts on Culture and Information clients should the recommended options be approved. If the decision is made to close one or more branch libraries outreach services will continue to be available to support the wider community | | | |
| Marriage & Civil Partnership | | | |
| There are no significant negative impacts on Culture and Information clients should the recommended options be approved. If the decision is made to close one or more branch libraries outreach services will continue to be available to support the wider community | | | |
| Pregnancy & Maternity | | | |
| There are no significant negative impacts on Culture and Information clients should the recommended options be approved. If the decision is made to close one or more branch libraries outreach services will continue to be available to support the wider community | | | |

| | | | |
|---|----------|--|----------|
| Has there been consultation /is consultation planned with people who will be affected by this policy? How has this affected your decision making? | | A broad range of consultation has taken place with service users, community and voluntary sector groups, local organisations, schools, library staff and other council departments. The Library Service Review consultation process achieved over 1500 responses. These have been used to inform the decision making process and develop the proposed options. | |
| As a result of your decision how can you mitigate negative/maximise positive outcomes and foster good relationships? | | The services provided by the Library Service will be streamlined but will provide a full range of services during the periods of most demand. In addition income generation from activities such as room hire and provision of refreshments will assist in running a comprehensive service. | |
| Describe how you will address and monitor the impact | | 1. No Impact - No Major Change It is anticipated that there will be a largely neutral impact for Culture and Information users. The effects of the proposed changes will be monitored by the appropriate managers and front line staff in conjunction with service users and where necessary service adjustments will be introduced. The impact on staff will also be monitored and adjustments introduced if appropriate. | |
| | | 2. Adjust/Change Policy n/a | |
| | | 3. Adverse Impact but Continue as is n/a | |
| | | 4. Stop/Remove Policy/Proposal n/a | |
| Initial Assessment | 8/7/2015 | Reviewed | 8/7/2015 |
| Completed | 8/7/2015 | Published | TBC |

REGENERATION SERVICES COMMITTEE

28th August 2015



Report of: Assistant Director (Regeneration)

Subject: REVIEW OF COMMUNITY CENTRES

1. TYPE OF DECISION/APPLICABLE CATEGORY

- 1.1 Key Decision – Test (i) and (ii) applies – RN22/14 Forward Plan Reference Number

2. PURPOSE OF REPORT

- 2.1 The purpose of this report is to inform Members of the findings of the Community Centre Review and to make recommendations in relation to the outcome and implementation of the review in 2016/2017.

3. BACKGROUND

- 3.1 At the Regeneration Services Committee on 24th July 2014 Members were informed of the proposed Regeneration Division savings for 2015/16. It was decided that Community Centre closures should not form part of the proposed savings for 2015/2016 and £80,000 of temporary funding was allocated to support Community Centre revenue spending in 2015/16 as part of the Medium Term Financial Strategy. The funding was identified to provide a longer lead time to develop an alternative funding strategy for Community Centres for consideration as part of the 2016/17 budget. It was agreed that a review of the Council's Community Centres should be undertaken in anticipation of the need for future savings in 2016/17 with the outcome of the review being implemented in 2016/17.
- 3.2 Further work needs to be completed in relation to the potential development of Community Hubs, which will include the role of existing Community Centres and other public sector buildings. This is a complex review which needs to reflect service requirements, the needs of communities and where buildings are located. To enable this review to be completed the 2015/16 outturn strategy to be considered by Finance and Policy Committee will recommend that further one-off of £80,000 is earmarked to retain existing Community

Centres during 2016/17 to enable this review to be completed as a future delivery model to be developed.

- 3.2 The Council currently operates two Community Centres Owton Manor and Burbank Community Centre. The Rift House Community Centre is based in an Adult Social Care building, which was formally known as The Masefield Centre. Currently staff from the Culture and Information section provide out of hours staffing cover at the Rift House Community Centre.
- 3.3 The staffing structure for the community centres consists of the Community Resources Manager 0.6 fte and 3 Community Buildings Assistants 0.7 fte.
- 3.4 Members have expressed a desire to introduce / develop community hubs across the town integrating services and improving outcomes. The findings of this review will feed into the community hub workstream.

4. CONSULTATION

- 4.1 The review of the Community Centres has now been undertaken. The public consultation opened on 23rd March and ran until 15th June 2015. There were 309 responses to the questionnaire which was used to ascertain the opinion of users and non users of the community centres in relation to the future of the centres. Of the 309 responses 69.4% were from people who had used the centres in the last 12 months and 30.6% were from people who hadn't used the centres in the last 12 months.
- 4.2 Several topics were included in the questionnaire for consideration:
- Community centre usage
 - Non users of community centres
 - Opening hours of community centres
 - Alternative service providers including forming a community buildings trust(s) and asset transfer of the community centres utilising the Council's Asset Transfer Policy.
 - Co-location of community centres
 - Hiring the community centres
- 4.3 A copy of the summary of the community centre review is available upon request and in the Members Library. The findings of the review include the following information:

- From the respondents to the consultation, Owton Manor Community Centre is the most widely used centre with 77% of the responses from people who use the centre. 19.3% of responses were from people who use Burbank Community Centre and 10.2% from people who use Rift House Community Centre. Responses were received from people who use more than one of the centres.
- Of the 206 responses from people who use the centres 72% use them once a week, 19.4% use them once a month, 1.9% use them once a day, 4.3% once every few months and 2.4% once a year.
- In relation to the last 12 months out of 193 responses 78.2% of respondents attended a group activity at a community centre, 12% attended a meeting e.g. a Residents Association meeting, 9.8% attended a public event, 6.2% attended a private event, 3% attended a training course and 3% visited another service provider and 36% stated they attended the centre for 'other' reasons however, most of the responses would be categorised as group activities. Some responses were from people who had attended more than one type of activity.
- Of the 153 people who responded to the question 'Have you paid for any of the following services in the last 12 months?' 81% have paid for a group activity in a community centre, 11% have paid for a child's/young person's activity, 7.8% have hired a room for a meeting e.g. a residents association meeting, 3% have hired a room for a public event, 2% have hired a room for a private event, 2% have hired a room for a public service e.g. blood donors, 11% said they had paid for 'other' activities. Some respondents have paid for more than one activity.
- Of the non users who completed the questionnaire 48% said that the reason they don't use the centres is because 'they don't know what is available there'. Other responses were 38% said there was nothing relevant to them at the centres, 11% said they were too busy to use the centres, 7% said the opening hours of the centres weren't convenient, 6% said the lack of public transport is an issue, 5% said the centres are too difficult to get to, 3% said they prefer to use somewhere else. Some respondents gave more than one reason for not using the centres.
- 94% of those who responded who use Owton Manor Community Centre said that the opening hours met their needs. Nearly 50% who use Burbank and Rift House Community Centres said their opening hours should stay the same.
- 43% of responses said that other organisations should not be considered as an alternative provider. 32% of responses said that other organisations should be considered as an alternative

provider. 24% of responses said 'don't know'. Of the 309 responses 257 people answered the question and 52 people skipped the question.

- Of the options for alternative providers 'community organisation' and 'voluntary organisation' received 70% and 72% of responses respectively, with 'another local authority' 11% and 'the other' option 4%. Other options which were suggested were housing associations and churches.
- 24% of responses said they would be more inclined to use a community centre if it was co-located within another building 45% said they wouldn't.
- Of the 42 people who answered the question "How did you find the booking process?" 80% said it was either excellent or good.
- 78% of responses said they would like to book the community centres in person at the community centre and 46% said they would like to book a community centre through the Council's website.

| Demographic information from the summary of the community centre review | |
|---|---|
| | |
| Female responses 68% | Male responses 32% |
| | |
| Of the 266 people who answered the question: | |
| 47.7% | 65+ years old |
| 25.2% | 55 to 64 years old |
| 14.7% | 45 to 54 years old |
| 5.6% | 35 to 44 years old |
| 4.9% | 25 to 34 years old |
| 1.1% | 18 to 24 years old |
| 0.8% | Under 18 years old |
| | |
| Of the 265 people who answered the question: | |
| 50.6% | People who are wholly retired |
| 15.5% | Employees in a full time job (30 hours plus per week) |
| 9.1% | Working part-time (under 30 hours per week) |
| 6.8% | Self employed |
| 3% | Unemployed and available for work |
| 0.4% | On a government supported training programme |
| 0.8% | In full time education |
| 5.3% | Permanently sick/disabled |
| 3% | Looking after the home |
| 5.5% | Other |

5. OPTIONS

- 5.1 After consideration of the findings of the review of community centres and in order to achieve budgetary savings for the 2016/2017 financial year a number of options are available for the Council to consider going forward. However, in light of the development of Community Hubs, which aims to integrate services, prevent and/or reduce service demand whilst improving outcomes and reducing cost, it is proposed the findings of this review are fed into the overall Community Hub Workstream currently being led by the Director of Public Health:

6. RISK IMPLICATIONS

- 6.1 If further one-off funding, £80,000 is not earmarked to retain existing Community Centres during 16/17 the centres will be at risk of closure.

7. FINANCIAL CONSIDERATIONS

- 7.1 As outlined in 2.1 £80,000 of temporary funding was allocated to support Community Centre revenue spending in 2015/16 as part of the Medium Term Financial Strategy. The funding was identified to provide a longer lead time to develop an alternative funding strategy for Community Centres for consideration as part of the 2016/17 budget.
- 7.2 There is currently no funding to keep the Community Centres open in 2016/17. Therefore, a funding strategy will need to be developed as part of the budget proposals for 2016/17. It is recommended that the Finance and Policy Committee be asked to provide the necessary one-off resources of £80,000 to retain these facilities in 2016/17 from either the 2015/16 outturn and/or the review of existing reserves.

8. STAFF CONSIDERATIONS

- 8.1 There are no staff implications relating this report.

9. ASSET MANAGEMENT CONSIDERATIONS

- 9.1 There are no asset management implications relating to this report.

10. EQUALITY AND DIVERSITY CONSIDERATIONS

- 10.1 There are no equality and diversity implication relating to this report.

11. RECOMMENDATIONS

- 11.1 It is recommended that Members note the content of the report and temporary funding and agree to receive a further report on Community Hubs.
- 11.2 Request that the Finance and Policy Committee considers the provision of one-off funding of £80,000, from either the 2015/16 outturn or reserves review, to fund the costs of running community centres in 2016/17.

12. REASONS FOR RECOMMENDATIONS

- 12.1 The recommendations are designed to provide time to complete an assessment of the feasibility of developing Community Hubs.

13. BACKGROUND PAPERS

- 13.1 Regeneration Services Committee 18th December 2014: Scoping of Community Centres Review 2015.
- 13.2 A copy of the summary of the community centre review is available on request and a copy has been made available in the Members Library.

14. CONTACT OFFICER

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REGENERATION SERVICES COMMITTEE

28th August 2015



Report of: Assistant Director (Regeneration)

Subject: INNOVATION AND SKILLS QUARTER: PROJECT
MANAGEMENT PLAN

1. TYPE OF DECISION/APPLICABLE CATEGORY

- 1.1 Key Decision test (i). Forward Plan Reference Number: RN 12/15
Innovation and Skills Quarter Project Management Plan.

2. PURPOSE OF REPORT

- 2.1 The purpose of the report is to approve the Project Initiation Document (PID) for the Hartlepool Innovation and Skills Quarter (ISQ).
- 2.2 The PID outlines the project management arrangements required to successfully deliver the project including the allocation of resources and timescales.

3. BACKGROUND

- 3.1 The Council is committed to supporting the continued physical and economic regeneration of Hartlepool and recognises the Innovation and Skills Quarter (ISQ) as a potentially significant driver of economic growth and investment.
- 3.2 The development of the ISQ has been identified as a key project within the Hartlepool Vision and the emerging Hartlepool Regeneration Masterplan.
- 3.3 It is widely recognised that there is a need to regenerate and revitalise the Church Street area based on the current economic assets/opportunities that are present, particularly in the creative industries sector.
- 3.4 The development of the ISQ offers the opportunity to redefine the Church Street area with additional daytime uses, an improved environment and a

vibrant creative industries economy. The focus of activity is aimed at establishing a new role and changing the perception of the area, which in turn will drive investment and demand.

- 3.5 The ambitions for the ISQ are two-fold in terms of supporting businesses and driving business enterprise and growth, as well as assisting to drive the regeneration of the Church Street area.
- 3.6 The aim is to create a vibrant cluster of creative businesses which will draw upon the new Cleveland College of Art and Design (CCAD) campus which offers a unique opportunity to utilize CCAD's expertise in the creative industries sector.
- 3.7 The ISQ project will capitalize on the significant number of vacant properties which are not being redeveloped by the market and respond to the lack of Small and Medium Sized Enterprise (SME) workspace in the town.
- 3.8 The project looks to build upon the character of the Church Street area by improving the physical appearance of the buildings and enhancing the heritage within the Conservation Area. It seeks to create an environment conducive to attracting and retaining skilled creative individuals promoting Hartlepool as place to learn, live and work.

4. FUNDING OPPORTUNITIES

- 4.1 The Council has managed to provisionally secure an indicative allocation of £5.4m of Local Growth Funding from the Tees Valley Local Enterprise Partnership (LEP) to contribute towards the delivery of its ambitions for the ISQ.
- 4.2 This is in addition to the £8.3m Local Growth Funding that has been secured by Cleveland College of Art and Design to facilitate their ambitious expansion plans through the creation of a landmark modern educational building on the site of the Council's former Lynn Street Depot.
- 4.3 There are additional funding opportunities potentially available through European Regional Development Funds (ERDF) and the Heritage Lottery Fund (Townscape Heritage Initiative and Heritage Enterprise Schemes).
- 4.4 The Council is actively pursuing these funding opportunities and a £1m application to the Heritage Lottery Fund (HLF) Townscape Heritage Initiative is currently being prepared.
- 4.5 The HLF application will aim to secure funds to actively conserve and repair historic buildings and structures in the Church Street Conservation area whilst offering training and apprenticeship opportunities for young people.

- 4.6 The HLF bid will also include a community engagement programme to engage people with the heritage of the area and educate people about the importance of its preservation.

5. PROPOSALS

- 5.1 A Project Initiation Document (See **Appendix 1**) has been prepared for the ISQ which defines all major aspects of the project and will form the basis for its successful management.
- 5.2 The PID is a comprehensive project management document which defines the project and its scope, identifies the roles and responsibilities of participants and outlines the resources required to complete the project.
- 5.3 The PID also provides a common understanding of the project to help manage expectations and will be used as a tool to help identify and manage risks or issues so they can be addressed as early as possible.
- 5.4 The Innovation and Skills Quarter project broadly covers six specific strands:
- 1 **Business Support:** to develop the “Creative Cluster” and offer direct assistance for new businesses.
 - 2 **Creation of Workspace:** for small businesses within the Church Street area.
 - 3 **Public Realm Improvements:** to improve the environment of Church Street to attract investment.
 - 4 **Highways Improvements:** to enhance connectivity within the area.
 - 5 **Conservation:** to repair historic buildings and structures.
 - 6 **Communications:** to raise awareness of the project and consult with stakeholders, businesses and residents.
- 5.5 Within each strand of the project a set of outputs and outcomes have been identified and agreed by the Project Sponsors in line with the funding requirements from Tees Valley Unlimited.
- 5.6 It is important to recognise that the focus of the project must align with the aims of the Local Enterprise Partnership in supporting job creation and economic growth.
- 5.7 The key outputs and main focus of the project must therefore relate to direct sustainable jobs created and business premises developed which are required to access the Local Growth Funding.
- 5.8 The PID identifies a timeline and key milestones for the development of the project which have also been included within a Gantt Chart (See **Appendix 2**).
- 5.9 The next steps in the development of the project include a public consultation with residents and businesses within the Church Street area

and the launch of a dedicated webpage to keep people informed of progress. There will be a range of consultation methods used including questionnaires, drop-in sessions and meetings with individual businesses. Ward Members will also be consulted through regular briefing sessions.

- 5.10 Design works will also begin for the proposed public realm improvements in Church Street. The results of the public consultation will help to inform the development of the designs.
- 5.11 The ongoing feasibility work into the creation of a managed workspace facility to support the creative industry sector will be completed and reported to a future Regeneration Services Committee meeting.
- 5.12 The study has been designed to provide the Council with an independent and evidence based view of the likely demand for a new workspace facility and the nature of the intervention that is required to satisfy this demand.
- 5.13 Officers are currently in discussions with Historic England about buildings at risk within Church Street. All enforcement options are currently being explored including the use of Compulsory Purchase powers should this be necessary. Immediate action is required against a number of prominent properties in Church Street.

6. RISK IMPLICATIONS

- 6.1 A detailed risk assessment has been completed within the PID for each aspect of the project with an appropriate response noted to reduce the occurrence of that risk.
- 6.2 The Local Growth Funding (LGF) is not currently fully committed by the Government. There is a risk that following the Autumn Spending Review in November, the provisional allocation for the project could change.

7. FINANCIAL CONSIDERATIONS

- 7.1 The PID identifies the budget and resources required to deliver the project.
- 7.2 It is intended that the project will be achieved within the set budget of £7,350,000 from the following sources:

| Funding | 2016/17 £000 | 2017/18 £000 | 2018/19 £000 | TOTAL £000 |
|-----------------------|-------------------------|-------------------------|-------------------------|-----------------------|
| Local Growth Fund | 2,500 | 2,900 | 0 | 5,400 |
| Hartlepool BC | 355 | 0 | 0 | 355 |
| Local Transport Plan | 50 | 50 | 50 | 150 |
| Heritage Lottery Fund | 723 | 722 | 0 | 1,445 |
| TOTAL | 3,628 | 3,672 | 50 | 7,350 |

- 7.3 The total cost of the six elements of the project, as detailed in paragraph 5.4, have been estimated at £9,009,400. At this stage other avenues of funding that have yet to be confirmed are currently being pursued. The anticipated shortfall of £1,659,400 will be met through these additional funds or the overall project will be revised to meet the £7,350,000 budget.
- 7.4 The funding identified from the Local Growth Fund will subject to a due diligence process by the Local Enterprise Partnership before the funding can be drawn down. The application to the Heritage Lottery Fund is currently being prepared and will be submitted by the 31st August 2015 deadline.
- 7.5 Hartlepool Borough Council match funding will be provided from the £355k already approved for the regeneration of Church Street from the Council's Capital Fund, as reported to the Regeneration Services Committee on the 18th December 2014, and a £50k contribution from the Local Transport Plan.

8. STAFF CONSIDERATIONS

- 8.1 All necessary staff resources required for the delivery of the project will be sourced and managed by the appropriate member of the project team based on their respective disciplines. Any cost implications will be accounted for within the set project budget.

9.1 EQUALITY AND DIVERSITY CONSIDERATIONS

- 9.1 There are no equality or diversity implications.

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

- 10.1 The final scheme will be designed with the reduction of crime and anti social behaviour in mind.

11. RECOMMENDATIONS

- 11.1 The Regeneration Services Committee is requested to:
- Approve the Project Initiation Document for the Hartlepool Innovation and Skills Quarter.

12. BACKGROUND PAPERS

- 12.1 Regeneration Services Committee- 15th January 2015: Regeneration of Church Street: Environmental Improvements and the Creation of Workspace/Incubation Space.
- 12.2 Regeneration Services Committee- 18th December 2014: Heritage Lottery Fund: Townscape Heritage Programme and Heritage Enterprise Scheme.

13. CONTACT OFFICER

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PROJECT INITIATION DOCUMENT

HARTLEPOOL INNOVATION & SKILLS QUARTER

HARTLEPOOL BOROUGH COUNCIL



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1 GENERAL DETAILS

1.1 PROJECT TITLE: Hartlepool Innovation & Skills Quarter

1.2 STRATEGIC PURPOSE: To undertake strategic investment in the Church Street area of Hartlepool that will create a cluster of creative industries businesses, offer opportunities to CCAD graduates in establishing creative businesses and improve the area to further unlock growth and encourage investment that will create a vibrant creative industries economy.

1.3 STRATEGIC OWNER: Denise Ogden, Director of Regeneration and Neighbourhoods

1.4 SPONSORS: Damien Wilson, Assistant Director (Regeneration) &
Alastair Smith, Assistant Director (Neighbourhoods)

1.5 PROJECT MANAGER: Dale Clarke, Estates & Regeneration Manager

1.6 PROJECT TEAM: Antony Steinberg – Economic Regeneration Manager
Dale Clarke - Estates & Regeneration Manager
Rob Smith – Principal Regeneration Officer
Sarah Scarr –Heritage and Countryside Manager
Colin Bolton – Building Design & Construction Manager
Mike Blair – Highways, Traffic & Transport Manager
Alastair Rae – Public Relations Manager

2 BACKGROUND

- 2.1 The regeneration of Church Street and the surrounding area has been identified as a key priority given its potential to contribute towards the economic growth of the town.
- 2.2 The Hartlepool Vision recognises the importance of regenerating Church Street with an aspiration that 'Church Street will be at the heart of a vibrant Innovation and Skills Quarter, its cafe culture and thriving daytime economy centred around the creative industries will provide a dynamic link between the town centre and waterfront.'
- 2.3 The Tees Valley Local Enterprise Partnership has recently agreed an expansion to its Growth Deal with the Government which will see an extra £13.9m invested in the Tees Valley between 2016 and 2021. £5.4m has been identified for the Innovation and Skills Quarter to deliver the ambitions identified in the Hartlepool Vision which will be supplemented by other funds to bring the total budget available to £7.3M.
- 2.4 The development of an 'Innovation and Skills Quarter' (ISQ) offers the opportunity to redefine the area with additional daytime uses, an improved environment and a vibrant creative industries economy. The focus of activity is aimed at establishing a new role and changing the perception of the area, which in turn will drive investment and demand.
- 2.5 There is a significant opportunity arising from the expansion of Cleveland College of Art and Design (CCAD) and their ambition to secure degree awarding powers and become the 6th University in the North East and the only specialist provider of Higher Education in the creative industries in the region. CCAD have recently been awarded £8.3m from the Local Growth Fund to expand and create a landmark modern educational building on the Council's Lynn Street Depot, which will anchor the eastern end of Church Street. This will allow CCAD to realise their ambition to double in size and have 1,500 undergraduates by 2025.
- 2.6 CCAD's proposal to build a new Campus directly on Church Street offers a unique opportunity to enhance the areas potential as an economic growth driver utilising CCAD's expertise in the creative industries sector.
- 2.7 In addition to the development of the Lynn Street site CCAD will also redevelop their existing building in Church Square, which will help to draw footfall between the two sites underpinning the regeneration of Church Street. The Council intends to support the expansion of CCAD with a wider programme of improvements that will support the College's investment and enhance the heritage of the area. The expansion of CCAD underpins the importance of partnership working to facilitate the regeneration of the area.
- 2.8 Previous improvements to business accommodation including the Hartlepool Enterprise Centre and the Innovation Centre at Queens Meadow Business Park have led to an increase in the number of start up businesses and an increase in Hartlepool's self-employment and business survival rate. It's therefore important to continue this momentum by building upon the success of incubation/small business

space across the town and retaining graduates from the Colleges. The ISQ is an excellent location to promote high quality small and new businesses.

- 2.9 The Church Street Conservation Area is within the ISQ. Despite the decline and deterioration of the area, there are a number of physical and economic assets, which collectively provide opportunities for the future revitalisation of the area. Remnants of fine architecture and heritage assets provide character upon which to develop a distinct neighbourhood in the town. The Conservation Area includes 16 listed buildings and 21 properties that are recognised as being of local significance. The buildings are generally of Victorian origin, though a number have late Victorian or Edwardian alterations. Of particular note are the shop fronts, some original examples of which survive.
- 2.10 A comprehensive environmental scheme will be developed for the Church Street Conservation Area with a specific focus on improvements to Church Street and Church Square. This will allow both CCAD developments to be tied into the street scene and address connectivity issues within the area. It is important that any improvements are high quality and in keeping with the Conservation Area and consider the lifecycle and maintenance costs of materials to reduce the need for future maintenance.
- 2.11 This project will be led by Hartlepool Borough Council and will include various disciplines including Building Design, Highways, Heritage & Countryside, Estates & Regeneration, Economic Regeneration and Public Relations.

3 STRATEGIC FIT

- 3.1 The Tees Valley has been awarded an allocation of £173m from the European Regional Development Fund (ERDF) and the European Social Fund (ESF). A key theme in the Tees Valley European Structural and Investment Funds Strategy (ESIFS) 2014-20 is enhancing the competitiveness of small and medium sized industries. Assistance will be available to support and grow existing businesses and develop new start-up businesses and business accommodation. These aims align with the aims of the ISQ so it is important to have projects that are at an advanced stage that can be used to attract funding.
- 3.2 There are also funding opportunities available from the Heritage Lottery Fund Townscape Heritage Initiative and Heritage Enterprise Schemes which could be used to fund improvements to the streetscape and buildings within Church Street.
- 3.3 The Hartlepool Regeneration Masterplan sets out the project aspirations for the area and will form a Supplementary Planning Document to support the policies of the Hartlepool Local Plan. A comprehensive strategy, the Church Street Creative Industries Strategy has also been developed to guide the creation of the ISQ.
- 3.4 It is crucial that the physical and economic projects are not delivered in isolation from each other as an holistic approach is required to increase the long-term sustainability of the area without the need for continued public sector support.

4 ROLES AND RESPONSIBILITIES

4.1 STRATEGIC OWNER

The Strategic Owner will have the responsibility for ensuring that the project fits in with the overall policies and goals of the Council and also the funding bodies i.e. TVU and BIS.

4.2 PROJECT SPONSOR

The Project Sponsor has full authority for delivering the project and provides overall direction and final authorisation for the budget. The Project Sponsor will arrange to keep the Regeneration Committee and any other party in the Council informed of progress. The sponsor is also the final arbitrator in the event of a dispute that arises.

4.3 PROJECT MANAGER

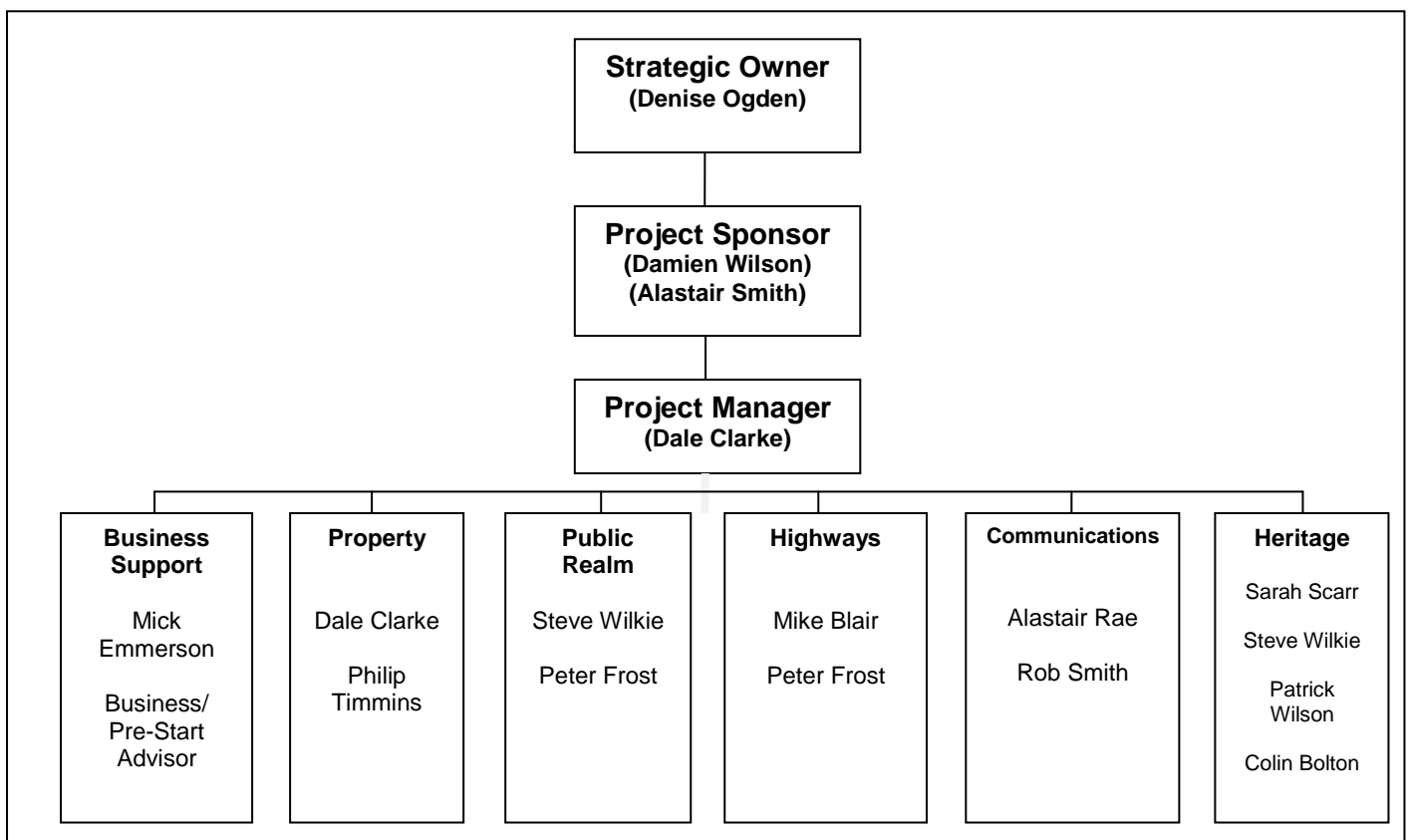
The Project Manager will be responsible for ensuring that the project meets the objectives, goals and timetable agreed by the Sponsor and Strategic Owner firstly by drafting the Project Initiation Document for agreement and then by adhering to this plan. They will ensure that the Sponsor and Strategic Owner are kept informed of the progress on the project. They will also manage the project team to ensure that the milestones are met and desired outcomes are achieved.

4.4 PROJECT TEAM

The Project Team has individual responsibility for the success of the project including delivery of the milestones detailed in the Project Initiation Document.

4.5 REPORTING HIERACHY

The reporting hierarchy for this project is as follows:



4.6 ADMINISTRATION RESPONSIBILITIES

The Project Manager will be responsible for drafting the Project Initiation Document and initial project plan in conjunction with the Project Team and Project Sponsor/Strategic Owner.

The named person for producing agendas and minutes for the meetings is the Project Manager.

All documents relating to the Project including the PID and project plan will be kept in a file held by the Project Manager.

5 REPORTING AND COMMUNICATION PROCEDURES

5.1 FREQUENCY AND FORMAT

The Project Team will meet on a fortnightly basis during this project. The purpose of the meetings will be to review progress against the set project plan, discuss any project issues and manage the project risks.

The Project Manager will be responsible for arranging the meetings, circulating the set agenda and distributing the minutes.

As a minimum meetings will be held with Elected Members on a Quaterley basis.

5.2 ESCALATION PROCEDURES

Any issues that arise that have a direct impact on the delivery of the project plan will need to be raised through the Project Manager at the next monthly Project Team meeting.

If the issue is deemed to be of a significant nature that will impact detrimentally on the delivery of the agreed project plan then the Project Manager has responsibility to raise immediately with the Project Sponsors.

Any decisions made by the Project Sponsors to rectify the issue will then need to be highlighted at the next Project Team Meeting by the Project Manager.

6 PROJECT OBJECTIVES

The project broadly covers six specific strands.

6.1 **Business Support** - To undertake 'cluster development' of the creative sector, building on the CCAD/HBC model that will provide targeted, bespoke support to the creative and digital sectors, including the employment of Creative Business Advisor to coordinate and offer direct assistance for pre-start coaching, start up support and mentoring.

6.2 **Property (Survey, acquisition & refurbishment)** - To undertake a review and valuation of all properties within the ISQ area to identify properties with potential for conversion into start up/incubator/live work units. This will involve carrying out viability and demand appraisals and negotiate for the purchase of appropriate buildings, undertake refurbishment and offer to let/sale for appropriate users.

- 6.3 **Public Realm** - To undertake the feasibility, design and construction of all public realm works including a full topographical survey, utilities survey, all Landscape Institute Work Stages and all planning permissions.
- 6.4 **Highways** - To undertake the proposed improvements as contained within the Hartlepool Regeneration Masterplan -Technical Analysis of Connectivity Options Report, with a view to determining the sustainability of the options including widening of footway/cycleway across rail bridge, conversion of Church Street signalised crossroads to roundabout, Victoria Street traffic signals including direct pedestrian crossing a new pedestrian crossing facility direct to college, revised staging and phases of existing traffic signals at Park Road/Hucklehoven and provision of Traffic signals at Multi Storey Car Park.
- 6.5 **HLF Townscape Heritage Programme** - To actively conserve and repair historic buildings and structures including bringing vacant property back into use through grant assistance and enhance the public realm of Church Street to improve the setting of the historic buildings by providing a better streetscape that is pedestrian friendly and reduces the dominance of cars. Enforcement action will be taken against buildings at risk within Church Street which may involve the use of Compulsory Purchase powers.
- 6.6 **Communications** - To raise awareness of the project among key target audiences including local businesses, residents, taxi trade, bus and rail companies and local colleges and to promote two-way dialogue with the identified target audiences for the duration of the project using all available channels. These include the media, Hartbeat, newsletters, websites, social media and direct mail.

7 BUSINESS SUCCESS CRITERIA

- 7.1 The individual strands of the project will all input into the overall outputs and outcomes that have been agreed by the Project Sponsors in line with the funding requirements of TVU and BIS. The following key outputs and outcomes have been identified against the six strands of the overall project.
- 7.2 **Business Support** - will support the economic development of the ISQ by expanding an emerging cluster of creative businesses, helping in the creation of new businesses and growth within existing businesses. This will be through a range of measures including targeted information, advice and guidance, development of networking opportunities and financial assistance.

| OUTPUTS | 2016/17 | 2017/18 | 2018/19 | 2019/20+ | TOTAL |
|---------------------------------------|---------|---------|---------|----------|---------|
| Direct gross sustainable jobs created | | 100 | 100 | 50 | 250 |
| Business Premises developed | 100 | 150 | 250 | 1500 | 2000sqm |
| No of enterprise receiving support | 150 | 100 | 100 | 100 | 450 |
| Of which SME's | 150 | 100 | 100 | 100 | 450 |
| No of new enterprises | 150 | 50 | 50 | 50 | 300 |

| | | | | | |
|---|-----|-----|-----|-----|-----|
| supported | | | | | |
| Potential entrepreneurs assisted to be enterprise ready | 100 | 100 | 100 | 100 | 400 |

| OUTCOMES | 2016/17 | 2017/18 | 2018/19 | 2019/20+ | TOTAL |
|---|---------|---------|---------|----------|-------|
| Improving economic viability of areas through infrastructure | | 1ha | | | 1ha |
| Enhancing access to ICT for those seeking employment, learning and skills | 30 | 25 | 25 | 25 | 105 |
| Increase in business start ups | 75 | 50 | 50 | 50 | 225 |
| Increase in SME jobs created | 75 | 50 | 50 | 50 | 225 |

7.3 Property (Survey, acquisition & refurbishment) - will lead to the refurbishment and conversion of 1 or 2 key buildings in the Church Steet area depending on the current and future demand. This will improve the external and internal appearance of the building creating jobs, employment and spend within the ISQ area and the town. The interventions will include:

- Determining the current and future demand for workspace units for occupation by Creative Industries within the ISQ area.
- Understanding the range of unit sizes and locations that would be of interest to appropriate businesses and the level of rents and quality of space for which demand exists.
- Establishing best practice in terms of the management arrangements for the workspace units and the facilities that need to be included to enable the successful growth of appropriate businesses and whether demand exists for both freehold and leasehold units.
- Determining the optimum size, mix and number of units within a building that would be sustainable.
- Assessing the availability of suitable commercial properties within the ISQ area suitable for conversion in to workspace units to accommodate a range of start up and established creative industry businesses. The suitability assessment to include properties that are currently on the market as being available for sale or lease together with other properties that are not currently being marketed that would be appropriate.
- Establishing the viability/cost of converting the most suitable buildings into appropriate units and the timescales.

| OUTPUTS | 2016/17 | 2017/18 | 2018/19 | 2019/20+ | TOTAL |
|---|--|--|---|----------|---|
| The acquisition of 1 or 2 key buildings and the conversion of 1 building in the first 2 years in to workspace units which are let and fully | 1 building purchased refurbished & operational | 1 building purchased refurbished & operational | 3 buildings purchased refurbished & operational | | 5 buildings purchased refurbished & operational |

| | | | | | |
|-----------|--|--|--|--|--|
| occupied. | | | | | |
|-----------|--|--|--|--|--|

| OUTCOMES | 2016/17 | 2017/18 | 2018/19 | 2019/20+ | TOTAL |
|--|---------|---------|---------|----------|-------|
| Bringing vacant buildings back in to use | 1 | 1 | 3 | | 5 |

- 7.4 The **Public Realm** element of the project will include the feasibility, design, tendering and construction of public realm works to Church Street and Church Square. This will include a full topographical survey, service survey, all Landscape Institute Work Stages and planning permission. Following on from this physical construction works would most likely be undertaken in phases, from an operational perspective (i.e. to maintain businesses and access) and depending on funding availability. The timescales identified below are subject to funding availability and approvals.

| OUTPUTS | 2016/17 | 2017/18 | 2018/19 | 2019/20+ | TOTAL |
|--|-----------|----------|---------|----------|-----------|
| Physical refurbishment of the public realm along Church Street, Church Square/Tower Street and the Stockton Street crossing. | 11,450 m2 | 7,120 m2 | 1,010m2 | | 19,580 m2 |
| Enhanced pedestrian access | 11,450 m2 | 7,120 m2 | 1,010m2 | | 19,580 m2 |
| Provision of good quality materials and finishes and consideration of ongoing maintenance and life costs. This approach looks to support the development and viability of other project elements by making investment in businesses etc a more attractive proposition. | 11,450 m2 | 7,120 m2 | 1,010m2 | | 19,580 m2 |

| OUTCOMES | 2016/17 | 2017/18 | 2018/19 | 2019/20+ | TOTAL |
|---|-----------|----------|---------|----------|-----------|
| Enhanced perception of the space amongst businesses, users and other key stakeholders and an improved 'sense of place'. | 11,450 m2 | 7,120 m2 | 1,010m2 | | 19,580 m2 |

- 7.5 Highways

| OUTPUTS | 2016/17 | 2017/18 | 2018/19 | 2019/20+ | TOTAL |
|--|---------|---------|---------|----------|-------|
| Widening of footway and cycleway across rail bridge. | x | | | | |

| | | | | | |
|---|---|---|---|---|--|
| Conversion of Church street signalised crossroads to a roundabout | | | X | | |
| Improving Victoria Street traffic signals to include direct pedestrian crossing | | | X | | |
| New pedestrian crossing facility direct to college | | X | | | |
| Revised staging and phasing of existing traffic signals at Park Rd & Hucklehoven Way. | X | | | | |
| Provision of traffic signals at multi storey car park | | | | X | |

| OUTCOMES | 2016/17 | 2017/18 | 2018/19 | 2019/20+ | TOTAL |
|---|---------|---------|---------|----------|-------|
| Improved pedestrian links between ISQ and Town Centre | | | | X | |

- 7.6 **Communications** – will inform people of the next steps and ways that they can become involved in the development of the ISQ, which will include establishing a Church Street business association. The aim is to provide information and receive peoples feedback on the project. The consultation will be the start of an ongoing exercise with residents and businesses in the area. There will be a phased approach starting with consultation leaflets to all businesses within the area to make them aware that officers will be speaking to them about the various elements of the scheme. This will be followed by individual meetings with businesses followed by drop-in sessions for businesses and residents. The range of methods used will ensure a good response rate. The consultation will be tied into the communication plan.

| OUTPUTS | 2016/17 | 2017/18 | 2018/19 | 2019/20+ | TOTAL |
|--|---------|---------|---------|----------|---------|
| Issue of 25 press releases per year | 25 | 25 | 25 | 25 | 100 |
| Posting of 100 tweets/posts on social media | 25 | 25 | 25 | 25 | 100 |
| Equivalent of two pages of coverage in Hartbeat in any 12 month period | 2 pages | 2 pages | 2 pages | 2 pages | 8 pages |
| Production of consultation material | 1 | 0 | 0 | 0 | 1 |
| Meetings with all businesses within the Church street area | 4 | 4 | 4 | 4 | 16 |
| A consultation event for businesses | 1 | 0 | 0 | 0 | 1 |
| A consultation event for | 1 | 0 | 0 | 0 | 1 |

| | | | | | |
|---|---|---|---|---|----|
| residents | | | | | |
| Consultation with politicians | 1 | 1 | 1 | 1 | 4 |
| Establishment of a Church Street business association | 1 | 0 | 0 | 0 | 1 |
| Meetings with Elected Members | 4 | 4 | 4 | 4 | 16 |

| OUTCOMES | 2016/17 | 2017/18 | 2018/19 | 2019/20+ | TOTAL |
|---|---------|---------|---------|----------|-------|
| Businesses and residents will be fully informed of the scheme | 1 | | | | 1 |
| Businesses and residents will have the opportunity to comment on and influence the plans | 1 | | | | 1 |
| Businesses and residents will be brought into the proposal | 1 | | | | 1 |
| Politicians will be fully informed and will have the opportunity to influence the schemes before any scheme is brought to Committee for approval. | 1 | | | | 1 |

7.7 HLF Townscape Heritage Programme – The focus will be on the key buildings that date back from the mid-nineteenth century and will include:

- Building surveys and feasibility studies will inform a priority list of key buildings within the Church Street Conservation Area. Priority will be given to buildings that are considered to be ‘at risk’ using the English Heritage criteria to assess structures. Funding will be target at the exterior shell of these properties to repair the structure and restore traditional features. In a number of key buildings work will be carried out internally to adapt the property for use by creative industries as small start up units.
- Public realm improvements will form part of the bid with the work focused on Church Square to enhance the setting of a number of listed buildings. This is a clearly defined space within the conservation area where public events and markets have been trialled.
- Alongside the physical works on buildings and public realm there will be a series of events to work with the community not only in the area but the wider town to raise awareness of the heritage of Church Street. This will include building surveys in the area, research into the history of individual property and more practical works such as workshops on maintaining historic property. It is also proposed to include training opportunities and apprenticeships where possible in order to increase the opportunities available for individuals in the area to train on heritage construction projects.
- The impact of these projects will be physical improvements to buildings making them structurally sound, watertight and restoring traditional details. In addition the creation of work spaces for start up businesses in the creative industries will be provided which are not available elsewhere in the town.

- This is an opportunity to improve the streetscape of Church Square by using high quality materials to define spaces and provide an amenity space which reinforces the character of this area as the central civic space within Church Street. In addition the works will play a key role in providing a setting for the new college building which is proposed in this area.
- The community projects will not only raise awareness of the heritage of the area but will, provide business owners with information on caring and maintaining historic buildings in order to assist the future maintenance of Church Street Conservation Area. The training opportunities and apprenticeships that will be available will enhance the skills of the work force in Hartlepool not only to continue to maintain buildings in the project area but also Borough wide.
- Buildings at risk within Church Street will be identified and enforcement action will be taken where appropriate which may involve the use of Compulsory Purchase powers.

| OUTPUTS | 2016/17 | 2017/18 | 2018/19 | 2019/20+ | TOTAL |
|--|---------|---------|---------|----------|-------|
| Submit application to HLF Townscape Heritage Programme | 1 | 0 | 0 | 0 | 1 |
| Costed grant scheme for Church Street | 1 | 0 | 0 | 0 | 1 |
| Costed apprenticeship & training programme | 1 | 0 | 0 | 0 | 1 |
| Costed community engagements & events programme | 1 | 0 | 0 | 0 | 1 |

| OUTCOMES | 2016/17 | 2017/18 | 2018/19 | 2019/20+ | TOTAL |
|--|---------|----------|--------------------|----------|-------|
| Historic buildings and structures conserved and repaired and vacant property brought back into use through grant assistance. | | | 10 buildings | | 10 |
| New and enhanced skills for young people in the conservation and repair of historic buildings and structures, and practical experience provided on working on historic buildings in the area through formal apprenticeships. | | | 12 apprenticeships | | 12 |
| Awareness and practical experience provided on the restoration of historic buildings and community engagement activities provided on the history of the area. | 1 event | 2 events | | | 3 |
| Enhanced public realm and dominance of vehicles in | | | 1 | | 1 |

| | | | | | |
|--|--|--|--|--|--|
| Church Street and improved settings of historic buildings. | | | | | |
|--|--|--|--|--|--|

8 SCOPE

- 8.1 The project will be focused solely on the delivery of the set objectives stated within this document.
- 8.2 The project will not offer business support of a generic nature across other sectors but will be solely focussed on the creatives.
- 8.3 The project will be limited to 1 or 2 key buildings and will not be a strategy to resolve all vacant or underused buildings in the ISQ area
- 8.4 The project will include the feasibility, design, tendering and construction of public realm works to Church Street and Church Square only. This will include for a full topographical survey, service survey, all Landscape Institute Work Stages and planning permission.
- 8.5 The highway project will enhance and improve the pedestrian links between the ISQ and town centre. The impact on traffic has yet to be determined.
- 8.6 The communications and consultation will cover and introduce the environmental scheme, ISQ objectives and will be targeted specifically for residents and businesses who will be directly affected by the scheme.
- 8.7 The consultation will not relate to the implementation of the individual elements of the scheme such as the public realm improvements. A separate exercise will be required for the implementation phase.
- 8.8 The project will not provide financial assistance to property owners to maintain their buildings such as painting shop fronts or repairing slipped tiles on roofs. Grants will be aimed at properties where fundamental repair work is required, primarily to bring buildings back into use and to support the introduction of creative industries into the area.
- 8.9 Works that have already started on site or been completed, prior to the agreement of the project will not be considered for grant.

9 RISK ASSESSMENT

- 9.1 A detailed risk assessment will need to be carried out for each aspect of the project with an appropriate response noted to reduce the occurrence of that risk.
- 9.2 Each risk will be analyzed in terms of the probability of its occurrence and the impact of its occurrence on the project, and scored 1, 2 or 3 to indicate low, medium or high probability and impact. The two scores when multiplied together give an overall score as shown in the diagram below:

| | | LIKELIHOOD OF OCCURRING | | |
|-------------------|----------|-------------------------|------------|----------|
| | | LOW (1) | MEDIUM (2) | HIGH (3) |
| IMPACT ON PROJECT | LOW (1) | 1 | 2 | 3 |
| | MED (2) | 2 | 4 | 6 |
| | HIGH (3) | 3 | 6 | 9 |

9.3 Risk score values of 1 and 2 should be considered low, 3 and 4 are moderate and 6 or 9 should be considered high.

9.4 The Project Manager will review all risks regularly and those deemed to be of high probability and/or impact will also be subject to review by the Project Team.

9.5 Business Support

| Risk | Score | Mitigating Action |
|--|-------|---|
| Lack of take up by SMEs | 3 | <ul style="list-style-type: none"> Ensure strong marketing campaign Regular communication with users to ensure provision matches the need of the sector |
| Lack of responsiveness by CCAD graduates/ difficulties in retaining talent | 4 | <ul style="list-style-type: none"> Ensure that the project is not solely reliant on CCAD for referrals Ensure the infrastructure around the project (broadband provision etc.) encourages graduates to stay in the area Develop a “live, work, play” feel around Church Street |
| Eligibility for ERDF funding | 4 | <ul style="list-style-type: none"> Lobby for inclusion of cluster development within local ESIFS. Already identified as a possibility by DCLG, but not included in the current “open calls” Ensure that the Tees Valley wide projects currently in the bidding stage take account of the cluster in their development Lobby for ongoing provision of “seed” funding for beneficiaries of the project |
| Slippage in timescale for development of the managed workspace | 4 | <ul style="list-style-type: none"> Continue to develop the emerging cluster without the physical space Develop and progress actions in advance of the space becoming available |

9.6 Property

| Risk | Score | Mitigating Action |
|------|-------|-------------------|
|------|-------|-------------------|

| | | |
|---|-----|---|
| Suitable buildings with the capacity to create sustainable workspace may not exist | 2 | A comprehensive search of all available buildings has been undertaken and there are currently properties that appear suitable and are located in the correct location |
| The costs of acquisition & conversion may make the scheme unviable | 4-6 | Work has been commissioned with DTZ to undertake a demand and cost analysis |
| The demand for workspace units may be far more limited than anticipated | 3-6 | Work has been commissioned with DTZ to undertake a demand and cost analysis |
| Planning permission requirement and listed building consents may delay the delivery of projects | 3-6 | The Planning department will be consulted at an early stage to provide advice & guidance on the suitability/options for specific buildings. |
| Building owners may not be prepared to sell at a valuation considered appropriate taking account of the costs of conversion and rental income projections | 3-6 | Work has been commissioned with DTZ to undertake a demand and cost analysis |
| Key buildings may need to be acquired using CPO powers which may create significant delay. | 6-9 | The requirements to use CPO powers will be minimised as properties readily available on the market will be targeted initially but the early identification of difficult but key purchases will be identified at an early stage and the CPO process started to minimise delays as the scheme progresses. |
| The rental income generated may be less than operating costs rendering the proposal unsustainable | 3-6 | Work has been commissioned with DTZ to undertake a demand and cost analysis |

9.7

Public Realm

| Risk | Score | Mitigating Action |
|---|-------|---|
| <p>HBC or other partner unable to commit match funding.</p> <p>Risk that sufficient funds will be available to match with the expected HLF contributions. Failure to complete the</p> | 4 | <p>Important that funds agreed 'in principle' at Stage 1 submission are maintained. If this does not happen other funds could be applied for during the delivery phase, but this could result in insufficient funds being available to complete the scheme, if other applications are unsuccessful.</p> |

| | | |
|---|---|---|
| scheme as outlined | | |
| Substantial work carried out but Stage 1 bid is unsuccessful or delayed. A risk of wasted resources. | 2 | The feasibility study is currently being procured. A delay would have implications as the information produced in this document will have a limited time span of relevance. |
| Officer capacity in view of other work pressures, as well as the capacity of partners. Council staff will need to continue to assist with the managed and delivery of the project. | 4 | External staff will be procured if a Stage 2 bid is successful however until this point there will be pressure on HBC staff to deliver the project. |

9.8 Highways

| Risk | Score | Mitigating Action |
|---|-------|---|
| General interaction of pedestrians with traffic. | 6 | Scheme designed to DFT specifications |
| Vehicle safety interaction | 6 | Undertake safety audit. |
| Maintenance of proposed enhancements | 2 | Improvements constructed to appropriate highway specifications. |
| Failure to find a viable deliverable solution to address connectivity | 3 | Complete detailed feasibility work on the designs |

9.9 Communications

| Risk | Score | Mitigating Action |
|---|-------|---|
| Failure to engage with building owners and tenants: | 2 | Undertake various consultation methods through an ongoing consultation programme. |
| Low turnout at drop-in session | 1 | Publicise event well in advance |
| Failure to undertake sufficient consultation to meet the HLF funding deadline | 6 | Provide sufficient staff resources and develop a detailed consultation plan for this element of the project |
| Negativity is key messages don't get across to target audiences at the right time | 2 | This will be negated by pro-active, transparent and regular communications |
| Failure to engage with building owners and | 2 | Undertake various consultation methods through an ongoing consultation programme |

| | | |
|--------------------------------|---|---------------------------------|
| tenants | | |
| Low turnout at drop-in session | 1 | Publicise event well in advance |

9.10 HLF Townscape Heritage

| Risk | Score | Mitigating Action |
|---|-------|--|
| HBC or other partner unable to commit match funding. Risk that sufficient funds will be available to match with the expected HLF contributions. Failure to complete the scheme as outlined. | 6 | Important that funds agreed 'in principle' at Stage 1 submission are maintained. If this does not happen other funds could be applied for during the delivery phase, but this could result in insufficient funds being available to complete the scheme, if other applications are unsuccessful. |
| Substantial work carried out but Stage 1 bid is unsuccessful or delayed. A risk of wasted resources | 2 | The feasibility study is currently being procured. A delay would have implications as the information produced in this document will have a limited time span of relevance |
| Officer capacity in view of other work pressures, as well as the capacity of partners. Council staff will need to continue to assist with the managed and delivery of the project. | 9 | External staff will be procured if a Stage 2 bid is successful however until this point there will be pressure on HBC staff to deliver the project. |
| Failure to meet the HLF Townscape Heritage Programme deadline (31/08/15) | 3 | Monitor progress against milestones and commit additional resources to application if required. |

10 RESOURCES

10.1 TIMESCALES

The set project timescales for delivery is April 2016 through to March 2018. There is no time tolerance within this due to funding agreements with TVU/BIS.

10.1.1 For the **Business Support** element delivery can start as soon as practicable and continue throughout the lifetime of project

10.1.2 The **Property** strand anticipates that 1 building will be acquired refurbished and let in 16/17.

10.1.3 It is anticipated that, subject to funding, the **Public Realm** works identified will be completed by November/December 2016 for Church Street and April/May 2017 for Church Square.

10.1.4 The **Highway** improvements require phasing but can be completed within 18-24 months from start.

10.1.5 All **Communication** items will be completed as per the different elements of the project are scheduled and will fit into the overall project timescale.

10.1.6 The **HLF Townscape Heritage** strand will cover buildings grants between June 2017 – 2019, Church Square Public realm works in 2017 and community involvement between June 2017 – 2019.

10.2 BUDGET

It is intended that the project will be achieved within the set budget for this project of £7,350,000 from the following sources:

| FUNDS | 2016/17 | 2017/18 | 2018/19 | 2019/20+ | TOTAL |
|--------------|-------------------|-------------------|----------------|----------|-------------------|
| LGF | £2,500,000 | £2,900,000 | | | £5,400,000 |
| HBC | £355,000 | | | | £355,000 |
| LTP | £50,000 | £50,000 | £50,000 | | £150,000 |
| HLF | £722,500 | £722,500 | | | £1,445,000 |
| TOTAL | £3,627,500 | £3,672,500 | £50,000 | | £7,350,000 |

The total cost of the 6 elements of the project have been estimated at **£9,009,400**. Please note that at this stage other avenues of funding that have yet to be confirmed are being pursued. At a later date the anticipated shortfall of £1,659,400 will be met through these additional funds or the overall project will be revised to meet the £7,350,000 budget. The breakdown of spend is set out below:

10.2.1 The **Business Support** element of the project will be £300,000.

| ACTIVITY | 2016/17 | 2017/18 | 2018/19 | 2019/20+ | TOTAL |
|------------------|---------|----------|----------|----------|-----------------|
| Business Support | £50,000 | £100,000 | £100,000 | £50,000 | £300,000 |

10.2.2 The budget for the **Property acquisition** is yet to be determined by consultants DTZ as part of the commissioned work due to be completed by July 2015. . Budget estimate to acquire and convert 5 buildings in total £3M.

| ACTIVITY | 2016/17 | 2017/18 | 2018/19 | 2019/20+ | TOTAL |
|---|----------|----------|------------|----------|-------------------|
| Acquisition & conversion of 5 buildings | £600,000 | £600,000 | £1,800,000 | | £3,000,000 |

10.2.3 The costs for the **Public Realm** works are estimated at between £1.72M and £2.27M.

| ACTIVITY | 2016/17 | 2017/18 | 2018/19 | 2019/20 | TOTAL |
|--------------|------------|----------|----------|---------|-------------------|
| Public Realm | £1,330,000 | £826,000 | £117,000 | | £2,276,000 |

10.2.4 **Highways** have indicated a cost of £1,975,000 as identified below:

| ACTIVITY | 2016/17 | 2017/18 | 2018/19 | 2019/20+ | TOTAL |
|----------|---------|---------|---------|----------|-------|
|----------|---------|---------|---------|----------|-------|

| | | | | | |
|---|-----------------|-----------------|-------------------|-----------------|-------------------|
| Widening of footway and cycleway across rail bridge. | £200,000 | | | | £200,000 |
| Conversion of Church street signalised crossroads to a roundabout | | | £1,000,000 | | £1,000,000 |
| Improving Victoria Street traffic signals to include direct pedestrian crossing | | | £150,000 | | £150,000 |
| New pedestrian crossing facility direct to college | | £250,000 | | | £250,000 |
| Revised staging and phasing of existing traffic signals at Park Rd & Hucklehoven Way. | £75,000 | | | | £75,000 |
| Provision of traffic signals at multi storey car park | | | | £300,000 | £300,000 |
| TOTAL | £275,000 | £250,000 | £1,150,000 | £300,000 | £1,975,000 |

10.2.5 The **Communications** budget has been identified as £3,400.

| ACTIVITY | 2016/17 | 2017/18 | 2018/19 | 2019/20+ | TOTAL |
|--------------|---------------|---------------|-------------|-------------|---------------|
| Consultation | £1,000 | | | | £1,000 |
| Hartbeat | £400 | £1,000 | £500 | £500 | £2,400 |
| TOTAL | £1,400 | £1,000 | £500 | £500 | £3,400 |

10.2.6 The costs for the **HLF Townscape Heritage** elements are 'guestimated' at this stage. The overall project application will be £1,445,000.

| ACTIVITY | 2016/17 | 2017/18 | 2018/19 | 2019/20 | TOTAL |
|---|---------|----------|----------|---------|----------|
| Townscape Heritage Programme Manager Post (2 years) | | £50,000 | £50,000 | | £100,000 |
| Grant Scheme | | £482,500 | £482,500 | | £965,000 |
| Training and apprentices | | £40,000 | £40,000 | | £80,000 |
| Public Realm | | £112,500 | £112,500 | | £225,000 |
| Professional Fees and Survey works | | £25,000 | £25,000 | | £50,000 |

| | | | | | |
|--|--|-----------------|-----------------|--|-------------------|
| Community engagement, demonstrations and exhibitions | | £12,500 | £12,500 | | £25,000 |
| TOTAL | | £722,500 | £722,500 | | £1,455,000 |

10.3 STAFF RESOURCES

All necessary staff resources required for the delivery of this project will be sourced and managed by the appropriate member of the Project Team based on their respective disciplines. Any cost implications will need to be accounted for within the set project budget.

10.3.1 Business Support - Mick Emerson and business/pre start advisor.

10.3.2 Property - Dale Clarke and Philip Timmins.

10.3.3 Public Realm - Steve Wilkie.

10.3.4 Highways - Mike Blair and Peter Frost.

10.3.5 Communications - Alastair Rae, Rob Smith and their teams

10.3.6 HLF Townscape Heritage - Sarah Scarr, Steve Wilkie, Patrick Wilson and Colin Bolton.

10.4 EQUIPMENT

Any necessary equipment that is required for the delivery of this project will be sourced and managed by the appropriate member of the Project Team based on their respective disciplines. Any cost implications will need to be accounted for within the set project budget.

11 CONSTRAINTS

11.1 The project must be completed within the budget of £7.3Million as agreed by the Project Sponsors.

11.2 The project must be completed within the set timescale of the end of March 2018 as agreed by the Project Sponsors.

11.3 **Business Support** activities will be dependent on the construction timescales of the new CCAD building as well as the success in increasing undergraduates numbers and when the business premises will be developed.

11.4 The **property** acquisition can be time consuming particularly if Compulsory Purchase Powers are required.

11.5 Furthermore the legal process may take time particularly if there are defective title issues or the requirement to remove restrictive covenants are all issues that that may delay purchase and commencement of work.

- 11.6 The primary constraints for the **Public Realm** element of the scheme include the following:
- Financial constraints in terms of available capital budgets for public realm improvements.
 - Physical constraints related to existing services (with potential diversions likely to be cost prohibitive).
 - Physical constraints related to highway issues (including abnormal load routes, access requirements, etc.).
- 11.7 The headline **Highways** constraints will be the outcome of the feasibility study, outcome of public consultation, timescales, available finance as well as any unexpected service issues.
- 11.8 **Communications** have identified the cost associated with publicising in Hartbeat where budget needs to be identified. Furthermore staff time and availability will be an issue as there will be extra demands on staff time and staff availability during the required timescale.
- 11.9 The **HLF Townscape Heritage Programme** will have financial constraints of business owners in the area may result in difficulty in finding match funding for grant works. The issue of HBC resources could potentially make completing a Stage II application difficult.

12 MAJOR MILESTONES

- 12.1 A list of all the project milestones has been included in Gantt chart with the major ones listed here by individual project areas.

12.2 Business Support

| Milestone | Date |
|---|---|
| Secure external funding - ERDF | As soon as funding regimes become available |
| Employ business advisor | Upon agreement of funding |
| Commence marketing | Upon agreement of funding |
| Events | <ul style="list-style-type: none"> • 5 major events per annum • 9 networking events per annum |
| Commence provision of financial assistance specifically for creative sector | Upon agreement of funding |

12.3 Property

| Milestone | Date |
|---|--|
| Completion of DTZ commissioned work to assess supply/demand/costs | 4 th September 2015 |
| F & P approval to the acquisition/development strategy | 24 th September 2015 |
| Negotiations & agreement for the acquisition of property/s to commence on approval of LGF funding bid | 28 th Sept – 18 th December 2015 |
| Completion of conversion works | 30 th June 2017 |

- 12.4 **Public Realm** – The identified timescales for Church Street & Church Square assume that a phased approach is undertaken.

| Milestone | Date |
|--|--|
| Church Street Feasibility (including survey work) – 15 weeks Church Square Feasibility (survey work previously completed) - complete | Early June 2015 to mid September 2015 |
| Church Street Outline design – 6 weeks Church Square Outline design - included in above | Mid September 2015 to late October 2015 |
| Church Street Sketch design – 4 weeks Church Square Sketch design – included in above | Late October 2015 to late November 2015 |
| Church Street Stakeholder consultation – 4 weeks Church Square Stakeholder consultation - included in above | Late November 2015 to late December 2015 |
| Church Street Planning permission – 12 weeks, will overlap with detailed design & production of information Church Square Planning permission - included in above | Late December 2015 to late March 2016 |
| Church Street Detailed design – 6 weeks Church Square Detailed design - included in above | Late December 2015 to early Febr] 2016 |
| Church Street Production of information and tendering – 16 weeks Church Square Production of information and tendering - included in above | Early February 2016 to mid May 2016 |
| Church Street Construction period (assumed to be phased for access, etc.) – 24 weeks. Allow for 6 weeks mobilisation. Church Square Construction period (assumed to be phased for access, etc.) – 18 weeks. Some overlap possible depending on phasing. | Late June 2016 to late November 2016 for Church Street If Church Square follows on immediately after Church Street – late November 2016 to late April 2017 (including winter shutdown). |
| Church Street Handover – 1 week | Early December 2016 (Partial Practical Completion) |
| Church Square Handover – included in above | Early May 2017 (Practical Completion) |
| Church Street Defects Liability Period inspection– 1 week | Early December 2017 |
| Church Square Defects Liability Period inspection – 1 week | Early May 2018 |

- 12.5 Highways

| Milestone | Date |
|-----------|------|
|-----------|------|

| | |
|---------------------------------|------------------|
| Production of feasibility study | End October 2015 |
| Committee Approval | Dec 2015 |
| Detailed design of scheme | Start Jan 2016 |
| Work commences on site | April 2016 |
| Completion of scheme | March 2018 |

12.6 Communications

| Milestone | Date |
|--|--|
| Produce Communications Plan including key actions | end August 2015 |
| Launch dedicated webpage | 7 th September 2015 |
| Hartbeat June 15 Sept 15 Dec 15 March 16 | 31 May 31 Aug 15 Nov 5 Feb |
| Newsline June 15 August 15 October 15 December 15 | June 5 August 5 October 5 Dec 5 |
| Hartlepool Mail Issue of regular press releases on project developments/achievements etc. Plus 6-monthly feature on project progress including endorsements from partners | |
| Regular use of social media to reach out to target audiences including the use of video | |
| Compilation of communications database/mailling list for duration of the project | |
| Preparation of consultation material including leaflets, web page and survey | August 2015 |
| Consultation leaflets to all businesses within the ISQ. | W/c 1st September 2015 |
| Project team to visit and speak to all businesses within the ISQ | W/c 21st September 2015 |
| Leaflets to residents in and around Church Street | W/c 1st September 2015 |
| Drop in session for businesses and residents (Two separate sessions) | W/c 7th September 2015 |

12.7 HLF Townscape Heritage Programme

| Milestone | Date |
|---|--|
| Consult owners in the area to raise awareness of the scheme and to assess interest in grant | 27 th July – 31 st July 2015 |
| Completion of Church Street buildings feasibility work | 7 th August 2015 |

| | |
|---|--|
| Compile target list of properties for grant schemes | 10 th August – 14 th August 2015 |
| Survey buildings and provide cost estimates for grant scheme | 17 th August – 21 st August 2015 |
| Identify buildings at risk and begin any necessary enforcement action including Compulsory Purchase where required. | 15 th September 2015 |
| Develop Community engagement programme including potential training and apprenticeship schemes | 27 th July – 31 st July 2015 |
| Phase 1 application deadline | 31 st August 2015 with decision expected in January 2016. |
| If phase 1 application is successful Phase 2 deadline | December 2016 |
| Second round decision within 3 months of assessing application | 31 st March 2017 |
| Project delivery 2 years from approval of 2 nd round application | 29 th March 2019 |

13 EVALUATION

- 13.1 An evaluation of the project will be commissioned and undertaken at the end of the project to include whether all objectives have been met with all outputs and outcomes achieved.
- 13.2 A further evaluation may be necessary at an agreed time period to review the set project outcomes post the actual delivery of the project.
- 13.3 The Project Manager will be responsible for undertaking the evaluation of the project and reporting back to the Project Board.

14 CONSULTATIONS (APPENDIX A)

- 14.1 A detailed consultation plan will be completed to include:
- 14.2 The **Business Support** strand will have ongoing consultation with beneficiaries after a specific intervention as well as a Creative Steering group that will be set up and meet at regular intervals throughout the project.
- 14.3 The **Property** consultation will be undertaken by DTZ as part of the commissioned project with Cleveland College of Art & Design and the Creative Industry community to determine their requirements in terms of location, size and cost of workspace and this will continue during the project period
- 14.4 The **Public Realm** proposals will require consultation with local businesses and property owners relating to access, land ownership and the potential impact of the design. This would be undertaken following sketch design. Furthermore there will be consultation with members undertaken following sketch design and also consultation with the wider public for acceptance/approval of the scheme.

- 14.5 There will be a requirement for most **Highway** improvements to consult with the public and businesses as well as utility companies. This will be undertaken by the Highways team via postal as well as workshops for the general public.
- 14.6 Through the **HLF Townscape Heritage** strand the businesses in the area will be consulted to assess the potential for buildings to be included within the scheme. In addition discussion will cover possible projects to involve businesses such as workshops on maintenance of property. It is anticipated that this will be done via a questionnaire directly to business owners with a follow up meeting. Work on this will begin towards the end of May.

Residents living within close proximity of the project area will be consulted to raise awareness of the project and gauge interest in community projects which will run as part of the scheme. A letter to residents will outline the scheme with a questionnaire asking their views towards the end of May.

CCAD and Hartlepool College of Further Education are the main educational establishments within the area. Meetings will be held with representatives in June to discuss the project and agree involvement.

15 SUSTAINABILITY IMPACT OF THE PROJECT

- 15.1 A sustainability appraisal checklist will be completed.

16 SIGNING OFF OF PROJECT

Approval of Project Sponsors

I agree that this Project Initiation Document properly contains the terms of reference that the authority requires.

Damien Wilson

Date

Alastair Smith

Date

Approval of Project Manager & Project Team

I agree that this Project Initiation Document and the terms of reference contained within it will form the basis of the work carried out by this team.

Dale Clarke

Date

Antony Steinberg

Date

Rob Smith

Date

Sarah Scarr

Date

Colin Bolton

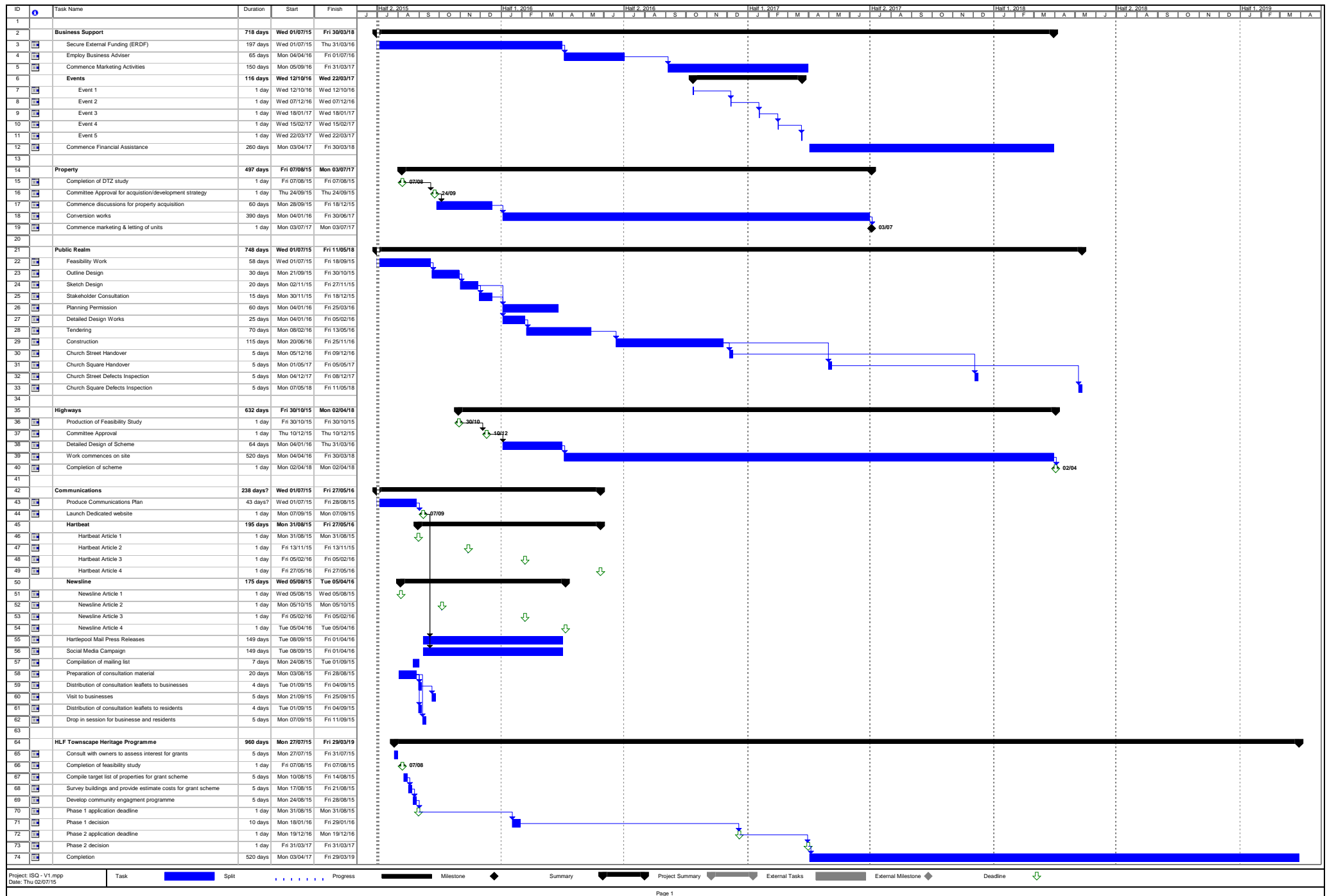
Date

Mike Blair

Date

Alastair Rae

Date



REGENERATION SERVICES COMMITTEE

28 August 2015



Report of: Director of Public Health

Subject: FOOD LAW ENFORCEMENT SERVICE PLAN
2015/16

1. TYPE OF DECISION/APPLICABLE CATEGORY

Non-Key Decision

2. PURPOSE OF REPORT

2.1 To consider the Food Law Enforcement Service Plan for 2015/16

3. BACKGROUND

- 3.1 The Food Standards Agency has a key role in overseeing local authority enforcement activities. They have duties to set and monitor standards of local authorities as well as carry out audits of enforcement activities to ensure that authorities are providing an effective service to protect public health and safety.
- 3.2 On 4 October 2000, the Food Standards Agency issued the document "Framework Agreement on Local Authority Food Law Enforcement". The guidance provides information on how local authority enforcement service plans should be structured and what they should contain. Service Plans developed under this guidance will provide the basis on which local authorities will be monitored and audited by the Food Standards Agency.
- 3.3 The service planning guidance ensures that key areas of enforcement are covered in local service plans, whilst allowing for the inclusion of locally defined objectives.
- 3.4 The Food Law Enforcement Service Plan for 2015/2016 is available in **Appendix 1** and takes into account the guidance requirements. The Plan

details the Service's priorities for 2015/16 and highlights how these priorities will be addressed.

4. PROPOSALS

4.1 The Service Plan for 2014/15 has been updated to reflect last year's performance.

4.2 The Plan covers the following:

(i) Service Aims and Objectives:

That the Authority's food law service ensures public safety by ensuring food, drink and packaging meets adequate standards.

(ii) Links with Community Strategy, Corporate and Departmental Plans:

How the Plan contributes towards the Council's main priorities (Jobs and the Economy, Lifelong Learning and Skills, Health and Wellbeing, Community Safety, Environment, Culture and Leisure and Community Learning and Strengthening Communities).

(iii) Legislative Powers and Other Actions Available:

Powers to achieve public safety include programmed inspections of premises, appropriate registration/approval, food inspections, provision of advice, investigation of food complaints and food poisoning outbreaks, as well as the microbiological and chemical sampling of food.

(iv) Resources, including financial, staffing and staff development.

(v) A review of performance for 2014/15.

5. SUMMARY OF MAIN ISSUES RAISED IN THE PLAN

5.1 During 2014/15 the service completed 100% of all programmed food hygiene, food standards and feed hygiene interventions planned for the year. In total 378 food hygiene interventions were completed, 270 food standards and 12 feed hygiene interventions.

5.2 In addition to the planned interventions 89 new food businesses were registered and inspected during the year.

5.3 As at the 1st April 2015, 96.1% of businesses in the borough were "Broadly Compliant" with food safety requirements (in 2014 the figure was 97.7%). For food standards 96.5% of businesses achieved broad compliance (in 2014 the figure was 97.1%). We aim to concentrate our resources to further increase our current rate by the end of 2015/16 however given the current financial climate this will be extremely challenging.

- 5.4 On 1st April 2012 Hartlepool Council migrated from the Tees Valley Food Hygiene Award scheme, which the Council has operated since 1 April 2007, to the national Food Hygiene Rating Scheme (FHRS). The FHRS scheme was launched by the FSA in November 2010 as a FSA / local authority partnership initiative to help consumers choose where to eat out, or shop for food. It was developed with the aim that it would become the single national scheme for England, Wales and Northern Ireland.

- 5.5 The profile of premises is as follows:

| Hygiene Rating | No of Premises @ 1.4.12 | No of Premises @ 1.4.13 | No of Premises @ 1.4.14 | No of Premises @ 1.4.15 |
|------------------------------------|--------------------------------|--------------------------------|--------------------------------|--------------------------------|
| 5 ('Very Good') | 407 (59.1%) | 434 (60.9%) | 456 (66.7%) | 471 (68.3%) |
| 4 ('Good') | 139 (20.2%) | 164 (23.0%) | 149 (21.8%) | 136 (19.7%) |
| 3 ('Generally Satisfactory') | 86 (12.5%) | 63 (8.9%) | 63 (9.2%) | 56 (8.1%) |
| 2 ('Improvement Necessary') | 28 (4.1%) | 22 (3.1%) | 9 (1.3%) | 18 (2.6%) |
| 1 ('Major Improvement Necessary') | 12 (1.7%) | 13 (1.8%) | 7 (1.0%) | 9 (1.3%) |
| 0 ('Urgent Improvement Necessary') | 1 (0.1%) | 0 (0%) | 0 (0%) | 0 (0%) |
| 'Awaiting Inspection' | 16 (2.3%) | 17 (2.4%) | 0 (0%) | 0 (0%) |
| Total | 689 | 713 | 684 | 690 |
| 'Exempt' | 47 | 49 | 45 | 44 |
| 'Excluded' | 7 | 9 | 10 | 10 |
| Sensitive | 0 | 32 | 32 | 1 |

- 5.6 The service is committed to focussing its resources on carrying out interventions at those businesses which are deemed not to be 'broadly compliant' and has liaised with businesses that have been awarded a hygiene rating of '2' or less offering advice and support. Enforcement action will be taken to secure compliance where necessary.
- 5.7 Thirteen businesses requested re-rating visits. One of these closed down shortly afterwards but the remaining twelve all received follow-up visits by officers from the Public Protection Team, to assess whether their hygiene standards had improved. Eleven businesses demonstrated an improvement in standards and were awarded a higher rating; seven received the maximum rating.

- 5.8 The team has continued to offer tailored advice and information on request with 88 advisory visits to businesses being carried out during the year.
- 5.9 During 2014/15 no Hygiene Emergency Prohibition Notices however 3 voluntary closures were agreed. No Simple Cautions were issued however legal proceedings have been instigated in relation to the conditions found in one of the premises. Two Hygiene Improvement Notices were issued; both were served for structural matters.
- 5.10 The results of the food sampled as part of this years' sampling programme were disappointing, with 21/183 unsatisfactory results and 41/183 borderline results reported. The results from the environmental samples were also poor with 27/87 being reported as unsatisfactory. A significant proportion of adverse results related to ice-cream and associated equipment. Advice was given and follow-up samples taken; the majority of which were satisfactory.
- 5.11 Overall the results of the food standard samples were generally satisfactory, with 105/108 samples meeting statutory requirements. Some of the sampling was carried out as part of the grant funded Food Standards Agency National Coordinated Food Sampling Programme 2014 -15.
- 5.12 Since the transition of the Public Protection team in to the Public Health department significant resources have been directed towards carrying out initiatives which will contribute to the Public Health Framework Outcomes. To facilitate some of this work a temporary appointment was made using Public Health grant funding.

During 2015/16 Public Protection plan to carry out the following initiatives:

1) Takeaways Project

We are acutely aware of the impact that access to unhealthy food is having on the rising rates of obesity and health inequalities. Research has shown that fast food takeaways provide a source of some of the unhealthiest food that is available in our communities.

We intend to continue work which was commenced last year on A Takeaways Project. As part of the plan we aim to:

- i) *Work with takeaway businesses and the food industry to make food healthier*

Through the use of interventions such as sampling, provision of information and advice and the supply of salt shakers which reduce the amount of salt dispensed we aim to support businesses to improve the healthiness of the food they offer while helping the business to save money.

- ii) *Explore and where possible use regulatory and planning measures to address the proliferation of hot food takeaway outlets*

We will continue to work with other regulators, including colleagues in the Planning team to encourage good practice within the takeaway sector. In particular we wish to explore the use of planning measures to restrict the proliferation of hot food takeaways in areas of over concentration or where vulnerable groups of children and young people are a concern. All the relevant hot food takeaways in Hartlepool have been identified and mapped, with the intention of developing planning policy to cover future provision of takeaways in the town.

2) Campylobacter Awareness Campaign

Each year about a quarter of a million people are struck down by Campylobacter, which is the most common cause of food poisoning in the UK. The FSA aims to halve the levels by the end of 2015 by bringing together the whole food chain to tackle the problem. We will aim to raise awareness of food safety by supporting campaigns such as the National Food Safety Week and 'The Chicken Challenge'; the key message of which is not to wash raw chicken as germs can be spread to kitchen surfaces, clothing and utensils.

3) Allergy Awareness Campaign

We will use a range of interventions including sampling, provision of information and advice to raise awareness regarding allergens and recent changes in food labelling legislation.

4) Hand washing Campaign

We plan to carry out a campaign to promote good hand washing technique amongst young children and their carers (e.g. nursery assistants etc) and food handlers to reduce the prevalence of food borne illness and viral infections.

- 5.13 During 2015/16 there are 346 programmed food hygiene interventions, 124 programmed food standards inspections and 19 feed hygiene inspections planned. (The number of premises liable for inspection fluctuates from year to year as the programme is based on the risk rating applied to the premises which determines the frequency of intervention). An estimated 115 re-visits and 125 additional visits to new/changed premises will be required during the year.
- 5.14 The Public Protection Section continues to face significant financial pressures due to ongoing Council savings and, as such, the need to prioritise service delivery and maximise effectiveness remains paramount. Last year we secured additional grant funding from the Food Standards Agency to carry out additional sampling and feed hygiene inspections. We also received payment for carrying out projects to raise awareness regarding

the Food Hygiene Rating Scheme, to consider competency requirements for Food Officers and to assess what happens to waste food once returned from retail outlets. During 2015/16 we will continue to identify additional income streams to supplement our budget.

- 5.15 We will continue to review and update our Food and Food Quality Management System and standard operating procedures to reflect changes in legislation and centrally issued guidance including codes of practice.

6 SECTION 17 OF THE CRIME AND DISORDER ACT 1998 CONSIDERATIONS

- 6.1 There are no implications under Section 17

7. RECOMMENDATIONS

- 7.1 That the Regeneration Services Committee approves the Food Law Enforcement Service Plan for 2015/16.

8. BACKGROUND PAPERS

- 8.1 There are no background papers.

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Hartlepool Borough Council

Food Law Enforcement Service Plan 2015/16

FOOD SERVICE PLAN 2015/16

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INTRODUCTION

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This Service Plan details how the food law service will be delivered by Hartlepool Borough Council. The food law service covers both food and feed enforcement.

The Plan accords with the requirements of the Framework Agreement on Local Authority Food Law Enforcement, and sets out the Council's aims in respect of its food law service and the means by which those aims are to be fulfilled. Whilst focussing primarily on the year 2015/16, longer-term objectives are identified where relevant. Additionally, there is a review of performance for 2014/15 and this aims to inform decisions about how best to build on past successes and address performance gaps.

The Plan is reviewed annually and has been approved by the Regeneration Services Committee.

1 SERVICE AIMS AND OBJECTIVES

1.1 Service Aims and Objectives

Hartlepool Borough Council aims to ensure:

- that food and drink intended for human consumption which is produced, stored, distributed, handled or consumed in the borough is without risk to the health or safety of the consumer;
- food and food packaging meets standards of quality, composition and labelling and reputable food businesses are not prejudiced by unfair competition; and
- the effective delivery of its food law service so as to secure appropriate levels of public safety in relation to food hygiene, food standards and feeding stuffs enforcement.

In its delivery of the service the Council will have regard to directions from the Food Standards Agency (FSA), Approved Codes of Practice, the Regulators' Code and other relevant guidance.

1.2 Links to Corporate Objectives and Plans

This service plan fits into the hierarchy of the Council's planning process as follows:

- Hartlepool's Community Strategy - the Local Strategic Partnerships (the Safer Hartlepool Partnership) and the Health and Wellbeing Board
- Public Protection Service Plan
- Food Law Enforcement Service Plan - sets out how the Council aims to deliver this statutory service and the Consumer Services section's contribution to corporate objectives.

Overall Aim / Vision

The Council's overall aim is:

“To take direct action and work in partnership with others, to continue the revitalisation of Hartlepool life and secure a better future for Hartlepool people.”

The Council's aim is based on, and virtually identical to, the Hartlepool Partnership's long term vision, agreed in July 2008, looking 20 years ahead, which is:-

‘Hartlepool will be a thriving, respectful, inclusive, healthy, ambitious and outward-looking community, in an attractive and safe environment, where everyone is able to realise their potential.’

The Council has adopted eight themes that the Partnership has agreed forms part of the sustainable Community Strategy:-

- Jobs and the Economy
- Lifelong Learning and Skills
- Health and Wellbeing
- Community Safety
- Environment
- Housing
- Culture and Leisure and Community Learning
- Strengthening Communities

The Council has a ninth theme, which covers what the Council is doing to sustain its capacity to deliver excellent, value for money services in the future:-

- Organisational Development

To contribute to the Council's overall aim/vision, through this Food Law Enforcement Service Plan, the Commercial Services team has made a commitment to ensure the safe production, manufacture, storage, handling and preparation of food and its proper composition and labelling.

This Food Law Service Plan contributes towards the main themes in the following ways:

- **Jobs and the Economy**

By providing advice and information to new and existing businesses to assist them in meeting their legal requirements with regard to food law requirements, and avoid potential costly action at a later stage;

- **Lifelong Learning and Skills**

By providing and facilitating training for food handlers on food safety as part of lifelong learning, and promoting an improved awareness of food safety and food quality issues more generally within the community;

- **Health and Wellbeing**

By ensuring that food businesses where people eat and drink, or from which they purchase their food and drink, are hygienic and that the food and drink sold is safe, of good quality and correctly described and labelled to inform choice;

- **Community Safety**

By encouraging awareness amongst food businesses of the role they can play in reducing problems in their community by keeping premises in a clean and tidy condition;

- **Environment**

By encouraging businesses to be aware of environmental issues which they can control, such as proper disposal of food waste;

- **Culture and Leisure and Community Learning**

By exploring ways to promote high standards of food law compliance in hotels, other tourist accommodation, public houses and other catering and retail premises.

- **Strengthening Communities**

By developing ways of communicating well with all customers, including food business operators whose first language is not English, and ensuring that we deliver our service equitably to all.

- **Organisational Development**

To contribute towards the key outcomes of improving the efficiency and effectiveness of the organisation and to deliver effective customer focussed services, meeting the needs of diverse groups and maintaining customer satisfaction.

The Council is committed to the principles of equality and diversity. The Food Law Enforcement Service Plan consequently aims to ensure that the same high standards of service is offered to all, and that recognition is given to the varying needs and backgrounds of its customers.

2 BACKGROUND

2.1 Profile of the Local Authority

Hartlepool is situated on the North East coast of England. The Borough consists of the town of Hartlepool and a number of small outlying villages. The total area of the Borough is 9,390 hectares.

Hartlepool is a unitary authority, providing a full range of services. It adjoins Durham County Council to the north and west and Stockton on Tees Borough Council to the south. The residential population is 92,028 of which ethnic minorities comprise 3.4% (2011 census).

The borough contains a rich mix of the very old and the very new. Its historic beginnings can be traced back to the discovery of an iron-age settlement at Catcote Village and the headland, known locally as “Old Hartlepool” is steeped in history. On the other hand, the former South Docks area has been transformed in to a fabulous 500-berth Marina.

The tourist industry impacts upon recreational opportunities, shopping and leisure facilities, including the provision of food and drink outlets restaurants, bars and cafes. There are currently 745 food establishments in Hartlepool, all of which must be subject to intervention to ensure food safety and standards are being met.

2.2 Organisational Structure

Hartlepool Borough Council is a democratic organisation. Following a referendum held on 15th November 2012, Hartlepool Borough Council has agreed a revised Constitution which sets out how the Council operates, how decisions are made and the procedures which are followed to ensure that these are efficient, transparent and accountable to local people.

The Council has moved from operating under an Elected Mayor and Cabinet model of governance to a new arrangement based on Committees of 32 elected Councillors who are responsible for agreeing policies about provision of services and how the Council's money is spent.

Under the Council's new governance arrangements, most day-to-day decisions are taken by five Policy Committees. These Policy Committees cover the following main service areas

- Finance and Policy Committee
- Adult Services Committee
- Children's Services Committee
- Neighbourhood Services Committee
- Regeneration Services Committee

The Regeneration Services Committee provides political oversight for food law enforcement.

The Council is made up of four Departments:

- Chief Executives
- Child and Adult Services
- Regeneration and Neighbourhoods
- Public Health

The food law service is delivered through the Public Protection section of the Public Health Department.

2.3 Scope of the Food Service

The Council's Commercial Services team is a constituent part of the Public Health Department and is responsible for delivery of the food service. The food service covers both food and feed enforcement.

Service delivery broadly comprises:

- programmed interventions of premises for food hygiene, food standards and feed hygiene;
- registration and approval of premises;
- microbiological sampling and chemical analysis of food and animal feed;
- food & feed inspection;
- checks of imported food/feed at retail and catering premises;
- provision of advice, educational materials and courses to food/feed businesses;
- investigation of food and feed related complaints;
- investigation of cases of food and water borne infectious disease, and outbreak control;
- dealing with food/feed safety incidents; and
- promotional and advisory work.

Effective performance of the food law service necessitates a range of joint working arrangements with other local authorities and agencies such as the Food Standards Agency (FSA), Public Health England (PHE), HM Revenue & Customs (HMRC), Department of Environment, Food & Rural Affairs (Defra), Animal & Plant Health Agency (APHA) & the Veterinary Medicines Directorate (VMD).

The Council aims to ensure that effective joint working arrangements are in place and that officers of the service contribute to the on-going development of those arrangements.

The service is also responsible for the following:

- health and safety enforcement;
- the provision of guidance, advice and enforcement in respect of smoke free legislation;
- water sampling; including both private and mains supplies & bathing water;
- port health and

- provision of assistance for animal health and welfare inspections, complaint investigation and animal movement issues.

2.4 Demands on the Food Service

The Council is responsible for 745 food premises within the borough mostly comprising retailers, manufacturers and caterers. The food businesses are predominantly small to medium sized establishments and the majority of these are liable to food hygiene and food standards interventions.

In addition there are 81 registered feed businesses for which the Council is the enforcing authority.

The delivery point for the food enforcement service is at:

Civic Centre
Victoria Road
Hartlepool
TS24 8AY

Telephone: (01429) 266522

Members of the public and businesses may access the service at this point from 08.30 - 17.00 Monday to Thursday and 08.30 - 16.30 on Friday.

A 24-hour emergency call-out also operates to deal with Environmental Health emergencies which occur out of hours. Contact can be made on (01429) 869424.

2.5 Enforcement Policy

The Council has signed up to the Enforcement Concordat and has in place a Public Protection Enforcement Policy; which was approved by the Adult & Public Health Services Portfolio Holder in June 2011. The policy covers food and feed law enforcement.

3 SERVICE DELIVERY

3.1.1 Interventions Programme

The Council has a wide range of duties and powers conferred on it in relation to food law enforcement. The Council must appoint and authorise inspectors, having suitable qualifications and competencies for the purpose of carrying out duties under the Food Safety Act 1990 and Regulations made under it and also specific food regulations made under the European Communities Act 1972, which include the Food Safety and Hygiene (England) Regulations 2013 and the Official Feed and Food Controls (England) Regulations 2009 (as amended).

Authorised officers can inspect food at any stage of the production, manufacturing, distribution and retail chain. The Council must draw up and implement an annual programme of risk-based interventions so as to ensure that food and feeding stuffs are inspected in accordance with relevant legislation, the Food Law Code of Practice and centrally issued guidance.

The Code allows local authorities to choose the most appropriate action to be taken to drive up levels of compliance with food law by food establishments. In so doing it takes account of the recommendations in the 'Reducing Administrative Burdens: Effective Inspection and Enforcement'.

Interventions are defined as activities that are designed to monitor, support and increase food law compliance within a food establishment. They include:

- Inspections / Audit;
- Surveillance / Verification;
- Sampling;
- Education, advice and coaching provided at a food establishment; and
- Information and intelligence gathering.

Other activities that monitor, promote and drive up compliance with food law in food establishments, for instance 'Alternative Enforcement Strategies' for low risk establishments and education and advisory work with businesses away from the premises (e.g. seminars/training events) remain available for local authorities to use.

3.1.2 Broadly Compliant Food Establishments

The Code established the concept of 'Broadly Compliant' food establishments. In respect of food hygiene, "broadly compliant", is defined as an establishment that has an intervention rating score of not more than 10 points under each of the following components;

- Level of (Current) Hygiene Compliance;
- Level of (Current) Structural Compliance; and
- Confidence in Management/Control Systems

"Broadly Compliant", in respect of food standards, is defined as an establishment that has an intervention rating score of not more than 10 points under the following:

- Level of (Current) Compliance
- Confidence in Management/Control Systems

Local Authorities are required to report the percentage of "Broadly Compliant" food establishments in their area to the FSA on an annual basis through the Local Authority Enforcement Monitoring System (LAEMS). The Agency will use this outcome measure to monitor the effectiveness of a local authority's regulatory service.

As at the 1st April 2015, 96.1% of businesses in the borough were “Broadly Compliant” with food safety requirements (in 2013/14 the figure was 97.4%). For food standards 96.5% of businesses achieved broad compliance (in 2013/14 the figure was 97.1%). We aim to concentrate our resources to increase our current rate by the end of 2015/16 however given the current financial climate this will be extremely challenging.

The Food Law Enforcement Plan will help to promote efficient and effective approaches to regulatory inspection and enforcement that will improve regulatory outcomes without imposing unnecessary burdens. The term enforcement does not only refer to formal actions, it can also relate to advisory visits and inspections.

3.2 Service Delivery Mechanisms

3.2.1 Intervention Programme

Local Authorities must document, maintain and implement an interventions programme that includes all the establishments for which they have food law enforcement responsibility.

Interventions carried out for food hygiene, food standards and for feeding stuffs are carried out in accordance with the Council’s policy and standard operating procedures on food/feed premises inspections and relevant national guidance.

Information on premises liable to interventions is held on the APP computerised system. An intervention schedule is produced from this system at the commencement of each reporting year.

The food hygiene, food standards and feeding stuffs intervention programmes are risk-based systems that accord with current guidance. The current premises profiles are shown in the tables below:

Food Hygiene:

| Risk Category | Frequency of Inspection | No of Premises |
|---------------------------|------------------------------------|-----------------------|
| A | 6 months | 1 |
| B | 12 months | 18 |
| C | 18 months | 161 |
| D | 24 months | 302 |
| E | 36 months or other enforcement | 263 |
| Unclassified | Requiring inspection / risk rating | 0 |
| No Inspectable Risk (NIR) | | 0 |
| Total | | 745 |

Food Standards:

| Risk Category | Frequency of Inspection | No of Premises |
|---------------------------|--------------------------------|-----------------------|
| A | 12 months | 1 |
| B | 24 months | 159 |
| C | 36 months or other enforcement | 585 |
| Unclassified | | 0 |
| No Inspectable Risk (NIR) | | 0 |
| Total | | 745 |

Feed Hygiene:

| Registered Activity | No of Premises |
|-----------------------------|-----------------------|
| R5 Distributor | 1 |
| R7 Supplier of Surplus Food | 22 |
| R8 Transporter | 64 |
| R9 Stores | 0 |
| R10/11 On Farm Mixer | 87 |
| R12 Co Product Producer | 2 |
| R13 Livestock Farm | 26 |
| R14 Arable Farm | 21 |
| Total | 81 |

The intervention programme for 2015/16 comprises the following number of scheduled food hygiene and food standards interventions:

Food Hygiene:

| Risk Category | Frequency of Inspection | No of Interventions |
|----------------------|---|----------------------------|
| A | 6 months | 1 |
| B | 12 months | 18 |
| C | 18 months | 94 |
| D | 24 months | 147 |
| E | 36 months or alternative enforcement strategy | 86 |
| Unclassified | | 0 |
| Total | | 346 |

Food Standards:

| Risk Category | Frequency of Inspection | No of Interventions |
|----------------------|--------------------------------------|----------------------------|
| A | 12 months | 1 |
| B | 24 months | 53 |
| C | 36 months or alternative enforcement | 70 |
| Unrated | | 0 |
| Unclassified | | 0 |
| Total | | 124 |

Approved Establishments:

There are 2 approved food establishments in the borough; a fishery products establishment and a manufacturer of food ingredients. These premises are subject to more stringent hygiene provisions than those applied to registered food businesses. These premises require considerably more staff resources for inspection, supervision and advice on meeting enhanced standards.

Primary Producers:

On 1 January 2006 EU food hygiene legislation applicable to primary production (farmers & growers) came into effect. On the basis that the local authority officers were already present on farms in relation to animal welfare and feed legislation, the responsibility was given to the Commercial Services team to enforce this legislation. The service has 47 primary producers.

Feed Hygiene Intervention Programme 2015/16:

The National Trading Standards Board (NTSB) is responsible for the co-ordination of grant funding allocations for the FSA Feed Delivery Programme. The NTSB has allocated the North East Trading Standards Association (NETSA) group funding to carry out work over a three year period. As a member of this group Hartlepool Council will receive funding to meet the costs of the following feed inspections:

| Risk Category | | No of Interventions |
|---|--|----------------------------|
| R05 Distributor | | 1 |
| R07 Feed/Materials / Ingredients/Surplus Food | | 4 |
| R08 Transporter | | 2 |
| R09 Stores | | 1 |
| R10/ R11 On-farm Mixer | | 4 |
| R12 Co-Product Producer | | 2 |
| R13 Livestock Farms | | 4 |
| R14 Arable Farms | | 1 |
| Total | | 19 |

An estimated 10% of all programmed interventions relate to premises where it is more appropriate to conduct visits outside the standard working time hours. Arrangements are in place to visit these premises out of hours by making use of the Council's flexible working arrangements, lieu time facilities and, if necessary, paid overtime provisions. In addition, these arrangements will permit the occasional inspection of premises which open outside of, as well as during standard work time hours. The Food Law Code of Practice requires inspections of these premises at varying times of operation.

As a follow-up to primary inspections, the service undertakes revisits in accordance with current policy. For the year 2015/16, the intervention programme is expected to generate an estimated 115 revisits. A number of these premises revisits will be undertaken outside standard working hours and arrangements are in place as described above to facilitate this.

It is anticipated that consistent, high quality programmed interventions by the service will, over time, result in a general improvement in standards, reducing the frequency for recourse to formal action. The performance against intervention targets for all food hygiene and food standards inspections is reported quarterly to the Regeneration Services Committee and recorded on the Covalent performance and risk management software.

Port Health

Hartlepool is a Port Health Authority although currently no food or feed enters the port. Work in relation to imported food control can therefore ordinarily be accommodated within the day-to-day workload of the service, however if circumstances were to change whereby food or feed was imported/exported additional resources would be required which would have an effect on the programmed intervention workload and other service demands.

Fish Quay

There is a Fish Quay within the Authority's area which provides a market hall although it is not currently operational and there are associated fish processing units, one of which is an approved establishment.

3.2.2 Registration and Approval of Premises

Food and feed business operators must register their establishments with the relevant local authority. This provision allows for the service to maintain an up-to-date premises database and facilitates the timely inspection of new premises and, when considered necessary, premises that have changed food/feed business operator or type of use.

The receipt of a food/feed premises registration form initiates an inspection of all new premises. In the case of existing premises, where a change of food/feed business operator is notified, other than at the time of a programmed intervention, an assessment is made of the need for inspection based on the date of the next programmed intervention, premises history, and whether any significant change in the type of business is being notified. It is anticipated that approximately 90 additional food premises inspections will be generated for new food businesses during 2015/16.

A competent authority must with some exceptions, approve food business establishments that handle food of animal origin. If an establishment needs approval, it does not need to be registered as well.

Food premises which require approval include those that are producing any, or any combination of the following; minced meat, meat preparations, mechanically separated meat, meat products, live bivalve molluscs, fishery products, raw milk (other than raw cows' milk), dairy products, eggs (not primary production) and egg products, frogs legs and snails, rendered animal fats and greaves, treated stomachs, bladders and intestines, gelatine and collagen and certain cold stores and wholesale markets.

The approval regime necessitates full compliance with the relevant requirements of Regulation (EC) No 852/2004 and Regulation (EC) 853/2004. There are 2 premises in the Borough which are subject to approval; a fishery products establishment and a manufacturer of food ingredients.

Since 1 January 2006 feed businesses have been required to be approved or registered with their local authority under the terms of the EC Feed Hygiene Regulation (183/2005). This legislation relates to nearly all feed businesses. This means, for example, that importers and sellers of feed, hauliers and storage businesses now require approval or registration. Livestock and arable farms growing and selling crops for feed are also within the scope of the provisions of the regulation.

3.2.3 Microbiological and Chemical Analysis of Food/Feed

An annual food/feed sampling programme is undertaken with samples being procured for the purposes of microbiological or chemical analyses. This programme is undertaken in accordance with the service's Food/Feed Sampling Policy.

All officers taking formal samples must follow the guidance contained in and be qualified in accordance with relevant legislative requirements and centrally issued guidance, including that contained in the Food Law Code of Practice/Feed Law Code of Practice and associated Practice Guidance. Follow-up action is carried out in accordance with the service's sampling policy.

Microbiological analysis of food and water samples is undertaken by the Public Health England's Food, Water & Environmental Laboratory based at York. Chemical analysis of informal food/feed samples is undertaken by Tees Valley Measurement (a joint funded laboratory based at Cannon Park, Middlesbrough) and formal samples are analysed by an appointed Public/Agricultural Analyst.

Since April 2005 sampling allocations from the Health Protection Agency (HPA), which is responsible for the appropriate laboratory facilities, have been based on a credits system dependant on the type of sample being submitted and examination required.

The allocation for Hartlepool is 8,300 credits for the year 2015/16. Points are allocated as follows:

| Sample type | No of credits |
|-----------------------|----------------------|
| Food Basic | 25 |
| Food Complex | 35 |
| Water Basic | 20 |
| Water Complex | 25 |
| Dairy Products | 10 |
| Environmental Basic | 20 |
| Environmental Complex | 25 |
| Certification | 15 |

A sampling programme is produced each year for the start of April to assess the microbiological quality of food, water and environmental surfaces and composition and labelling of food,. The sampling programme for 2015/16 includes national and regional surveys and local interventions.

Sampling programmes have been agreed with the Food Examiners, Analysts and Tees Valley Measurement. These have regard to the nature of food/feed businesses in Hartlepool and will focus on locally manufactured/processed foods/feed and food/feed targeted as a result of previous sampling and complaints.

In 2007 the Food Standards Agency, the Local Authorities Coordinators of Regulatory Services (LACORS) and the Association of Port Health Authorities set a national target that imported food should make up 10% of the food samples taken by local and port health authorities. The service shall therefore aim to meet this target.

Microbiological Food Sampling Plan 2015/16

| Month | Samples/Survey |
|--------------|--|
| April | Re-samples XR23 Pre-Cut Fruit (Cross Regional Study) |
| May | XR23 Pre-Cut Fruit (Cross Regional Study) XR24 Imported foods (Cross Regional Study) |
| June | XR23 Pre-Cut Fruit (Cross Regional Study) XR24 Imported foods (Cross Regional Study) Ice – Cream |
| July | XR24 Imported foods (Cross Regional Study) Ice – Cream |
| August | XR18 Mobiles(Cross Regional Study) Carnival Ice – Cream |
| September | Bagged Salads (National Study s 56) XR18 Mobiles (Cross Regional Study) XR22 Pre-fried rice (Cross Regional Study) |
| October | Bagged Salads (National Study s56) XR22 Pre-fried rice (Cross Regional Study) |
| November | Sandwich Fillings (National Study s57) XR22 Pre-fried rice (Cross Regional Study) |
| December | Sandwich Fillings (National Study s57) XR22 Pre-fried rice (Cross Regional Study) |

| | |
|----------|---|
| January | Sandwich Fillings (National Study s57) XR24 Imported foods (Cross Regional Study) National Study 58 |
| February | Sandwich Fillings (National Study s57) XR24 Imported foods (Cross Regional Study) National Study 58 |
| March | Sandwich Fillings (National Study s57) XR24 Imported foods (Cross Regional Study) National Study 58 |

National Studies

Study 56 Bagged Salad (April – end Oct)

Study 57 Sandwich Fillings and Jacket Potato Fillings (Nov – end Mar)

Study 58 To be decided (Jan – end Mar)

Cross Regional Studies

XR18 Food Safety in Mobile Vendors (June – end Sept)

XR22 Pre-Fried Rice (May – end Dec)

XR23 Pre-Cut Fruit (April – end Mar)

XR24 Imported Fruit, Veg, Nuts and Seeds (April – end Mar)

Additional Sampling

Hot held food e.g. gravy/curry/daily special

Small tubs of sauce

Composition and Labelling Sampling Plan 2015/16

| MONTH | TEST | SAMPLES |
|--------------|---|----------------|
| April | No samples submitted | 0 |
| May | ABV Spirits Sampling | 7 |
| June | Heavy Metals in Imported Dried Fruit & Seeds | 8 |
| July | Gluten Free Claims in cakes from Cafes | 8 |
| August | FSA Coordinated Food Sampling | 5 |
| September | FSA Coordinated Food Sampling Meat Species in Takeaway Vegetarian Meals | 5 10 |
| October | Meat Species in Locally Produced Sausage | 9 |
| November | FSA Coordinated Food Sampling | 5 |

| | | |
|----------|--|--------|
| December | FSA Coordinated Food Sampling Marzipan/Ground Almonds Adulteration | 5 6 |
| January | Heavy Metals in Imported Canned Products | 6 |
| February | Reformed Meats in Locally produced Sandwiches | 12 |
| March | Fat & Salt in Prepared Meals | 10 |

***FSA** denotes sampling to be carried out as part of a regional survey, which is to be funded by the FSA.*

Some of the above samples will be procured as formal samples, for example those taken as part of the FSA sampling programme or those taken to assess the implementation of advice given in relation to addressing adverse results.

Feeding Stuffs

At present feeding stuffs sampling is being given a low priority due to the lack of local manufacturers and packers. An annual feeding stuffs sampling plan however has been drawn up having regard to national enforcement priorities and to carry out sampling at the most appropriate time of the year in respect of farms, pet shops and other retail establishments. The Authority has secured funding from the NTSB to participate in a 3 year regional sampling programme. This funding will supplement our sampling budget.

During 2015/16 the following animal feeding stuffs samples will be taken:-

Feeding stuffs Sampling Plan 2015/16

| | |
|--------------------|---|
| April - June | No sampling planned |
| July - September | No sampling planned |
| October - December | No sampling planned |
| January - March | Heavy Metals & Methanol in brewery grains |

Private Water Supplies

A local brewery uses a private water supply in its food production. Regular sampling is carried out of this supply in accordance with relevant legislative regulations.

3.2.4 Food Inspection

The purpose of food inspection is to check that food complies with food safety requirements and is fit for human consumption, and is properly described and labelled. As such, the activity of inspecting food commodities, including imported food where relevant, forms an integral part of the food premises intervention programme. Food inspection activities are undertaken in accordance with national guidelines.

3.2.5 Provision of Advice and Information to Food/Feed Businesses

It is recognised that for most local food businesses contact with an officer of the service provides the best opportunity to obtain information and tailored advice on legislative requirements and good practice. Officers are mindful of this and aim to ensure that when undertaking premises interventions sufficient opportunity exists for food business operators to seek advice.

In addition, advisory leaflets including those produced by the Food Standards Agency are made available.

In February 2006 the Food Standards Agency introduced Safer Food Better Business (SFBB) aimed at assisting smaller catering businesses to introduce a documented food safety management system. Since this time significant resources have been directed towards assisting businesses to fully implement a documented food safety management system.

Guidance is also prepared and distributed to food businesses relating to changes in legislative requirements. The service also encourages new food/feed business operators and existing businesses to seek guidance and advice on their business. It is estimated that 35 such advisory visits will be carried out during the year.

The Council operates the national Food Hygiene Rating Scheme whereby each business is awarded a rating which reflects the hygiene conditions found at the time of the primary inspection. The business' rating is made available to the public via the Food Standards Agency's website and the business is provided with a sticker to display on their premises. The service has made a commitment to work with businesses to improve their rating; in particular those awarded a rating of less than '3' (generally satisfactory).

A limited level of promotional work is also undertaken by the service on food safety, with minimal impact on programmed enforcement work. Feeding stuffs advice is available via the Council's web site.

3.2.6 Public Health Initiatives

Since the transition of the Public Protection team in to the Public Health department significant resources have been directed towards carrying out initiatives which will contribute to the Public Health Framework Outcomes.

During 2015/16 the Public Protection team plan to carry out the following initiatives:

1) Takeaways Project

We are acutely aware of the impact that access to unhealthy food is having on the rising rates of obesity and health inequalities. Research has shown that fast food takeaways provide a source of some of the unhealthiest food that is available in our communities.

We intend to continue work which was commenced last year on a Takeaways Project. As part of the plan we aim to:

- i) *Work with takeaway businesses and the food industry to make food healthier*

Through the use of interventions such as sampling, provision of information and advice and the supply of salt shakers which reduce the amount of salt dispensed we aim to support businesses to improve the healthiness of the food they offer while helping the business to save money.

- ii) *Explore and where possible use regulatory and planning measures to address the proliferation of hot food takeaway outlets*

We will continue to work with other regulators, including colleagues in the Planning team to encourage good practice within the takeaway sector. In particular we wish to explore the use of planning measures to restrict the proliferation of hot food takeaways in areas of over concentration or where vulnerable groups of children and young people are a concern. All the relevant hot food takeaways in Hartlepool have been identified and mapped, with the intention of developing planning policy to cover future provision of takeaways in the town.

2) Campylobacter Awareness Campaign

- i) Each year about a quarter of a million people are struck down by Campylobacter, which is the most common cause of food poisoning in the UK. In the FSA's Strategic Plan 2015-2020 initiatives to reduce this level are identified as priority pieces of work. We will contribute to this work by raising awareness of food safety by supporting campaigns such as the National Food Safety Week and 'The Chicken Challenge'; one of the key messages of which is not to wash raw chicken as germs can be spread to kitchen surfaces, clothing and utensils.

3) Allergy Awareness Campaign

- i) We will use a range of interventions including sampling, provision of information and advice to raise awareness regarding allergens and recent changes in food labelling legislation.

4) Hand washing Campaign

- i) We plan to carry out a campaign to promote good hand washing technique amongst young children and their carers (e.g. nursery assistants etc) and food handlers to reduce the prevalence of food borne illness and viral infections.

3.2.7 Investigation of Food / Feed Complaints

The service receives approximately 60 complaints, each year concerning food/feed, all of which are subject to investigation. An initial response is made to these complaints within two working days. Whilst many complaints are investigated with minimal resource requirements, some more complex cases may be resource-intensive and potentially affect programmed intervention workloads.

All investigations are conducted having regard to the guidance on the 'Home Authority Principle'.

The procedures for receipt and investigation of food/feed complaints are set out in detailed guidance and internal policy documents.

3.2.8 Investigation of Cases of Food Poisoning and Outbreak Control

Incidents of food related infectious disease are investigated in liaison with the North East Public Health England Centre and in the case of outbreaks in accordance with the Outbreak Control Policy.

Where it appears that an outbreak exists the Environmental Health Manager (Commercial) or an EHO, will liaise with the local Consultant in Communicable Disease Control and the North East Public Health England Centre, to determine the need to convene an Outbreak Control Team. Further liaison may be necessary with agencies such as the Food Standards Agency, the York Public Health England Food, Water and Environmental Laboratory, Public Analyst, Hartlepool Water and Northumbrian Water.

It is estimated that between 150 -175 food poisoning notifications are received each year, a large proportion of which are confirmed cases of Campylobacter.

As relatively little benefit has been demonstrated from the investigation of individual sporadic cases of Campylobacter only those who are food handlers or live/work in a residential care home are routinely investigated.

Any cluster or outbreak identified by the North East Public Health England Centre or Environmental Health will be investigated following the agreed outbreak investigation arrangements. In the event of any major food poisoning outbreak a significant burden is likely to be placed on the service and this would inevitably impact on the performance of the intervention programme.

3.2.9 Dealing with Food / Feed Safety Incidents

A national alert system exists for the rapid dissemination of information about food and feed hazards and product recalls, this is known as the food/feed alert warning system.

All food and feed alerts received by the service are dealt with in accordance with national guidance and internal quality procedures.

Food and feed alert warnings are received by the service from The Food Standards Agency via the electronic mail system, and EHCNet during working hours. Several officers have also subscribed to receive alerts via their personal mobile phones.

The Environmental Health Manager (Commercial) or, if absent, the Head of Public Protection ensures that a timely and appropriate response is made to each alert.

The out of hours contact telephone number for the service is 01429 869424.

In the event of a serious local incident, or a wider food safety problem emanating from production in Hartlepool, the Food Standards Agency will be alerted in accordance with guidance.

Whilst it is difficult to predict with any certainty the number of food safety incidents that will arise, it is estimated that the service is likely to be notified of 46 food alerts, product recalls or withdrawals during 2015/16, a small proportion of which will require action to be taken by the Authority. In addition we will receive approximately 70 allergy alerts.

This level of work can ordinarily be accommodated within the day-to-day workload of the service, but more serious incidents may require additional resources which may have an effect on the programmed intervention workload and other service demands.

3.2.10 Complaints relating to Food / Feed Premises

The service investigates all complaints that it receives about food/feed safety and food standards conditions and practices in food/feed businesses. An initial response to any complaint is made within two working days. In such cases the confidentiality of the complainant is paramount. All anonymous complaints are also currently investigated.

The purpose of investigation is to determine the validity of the complaint and, where appropriate, to seek to ensure that any deficiency is properly addressed. The general approach is to assist the food/feed business operator in ensuring good standards of compliance, although enforcement action may be necessary where there is failure in the management of food/feed safety, or regulatory non-compliance.

Based on the number of complaints received during 2014/15 it is estimated that approximately 60 such complaints will be received in 2015/16.

3.3 Complaints against Our Staff

Anyone who is aggrieved by the actions of a member of staff is encouraged, in the first instance, to contact the employee's line manager. Details of how and who to make contact with are contained in the inspection report left at the time of an inspection.

Formal complaints are investigated in accordance with the Council's corporate complaint procedure.

3.4 Liaison Arrangements

The service actively participates in local and regional activities and is represented on the following:

- Tees Valley Heads of Public Protection Group
- Tees Valley Food Liaison Group
- Tees Valley PHE/Local Authority Sampling Group
- Tees Valley Public Health Group
- North East Public Protection Partnership
- North East Trading Standards Liaison Group, which incorporates the
- North East Trading Standards Animal Feed Group (NETSA).

There is also liaison with other organisations including the Chartered Institute of Environmental Health, the Trading Standards Institute, Public Health England, Defra / Animal & Plant Health Agency (APHA), OFSTED and the Care Quality Commission.

Officers also work in liaison with the Council's Planning Services and Licensing teams.

3.5 Home Authority Principle / Primary Authority Scheme

The introduction of the Primary Authority Scheme in April 2009 under the provisions of the Regulatory Enforcement and Sanctions Act 2008 placed a statutory obligation on the Council to provide a significantly expanded range of Home Authority services to local businesses when requested by that business. There are opportunities for local authorities to recover costs from businesses to provide this premium service.

The Authority is committed to the LACORS Home Authority Principle, although at present there are no formal arrangements with food/feed businesses to act as a Primary Authority. The Authority does however act as Originating Authority for a brewery and a food manufacturer. Regular visits are made to these premises to maintain dialogue with management and an up to date knowledge of operations.

4 RESOURCES

4.1 Financial Resources

The annual budget for the Consumer Services section in the year 2015/16 is:

| | |
|-------------------|----------------|
| | £ 000.0 |
| Employees | 581.0 |
| Other Expenditure | 73.2 |
| Income | (42.3) |
| Net Budget | 611.9 |

This budget is for all services provided by this section including Health & Safety, Animal Health, Trading Standards and resources are allocated in accordance with service demands. The figures do not include the budget for administrative / support services which are now incorporated into the overall budget.

4.2 Staffing Allocation

The Director of Public Health has overall responsibility for ensuring the delivery of the Council's Public Protection service, including delivery of the food/feed law service, in accordance with the service plan.

The Head of Public Protection, with the requisite qualifications and experience, is designated as lead officer in relation to food safety and food standards functions and has responsibility for the management of the service.

The resources determined necessary to deliver the service in 2015/16 are as follows:

1 x 0.20 FTE Head of Public Protection (with responsibility also for Health & Safety, Licensing, Trading Standards & Environmental Protection)

1 x 0.35 FTE Environmental Health Manager (Commercial) (with responsibility also for Health & Safety and Animal Health)

3 x FTE EHO (with requisite qualifications and experience and with responsibility also for Health & Safety)

1 x 0.56 FTE Part-time EHO (with requisite qualifications and experience and with responsibility also for Health & Safety)

1 x FTE Technical Officer Food (with requisite qualifications and experience)

Funding for an additional resource (1 x FTE EHO/Technical Officer) was secured via the Public Health Grant for the period 1.11.14 – 31.10.15.

The Head of Public Protection has responsibility for planning service delivery and management of the Food Law Service, Health & Safety at Work, Licensing, Public Health, Water Quality, Trading Standards, Animal Health & Welfare, Environmental Protection and I.T. as well as general management responsibilities as a member of the Public Health Departmental Management Team.

The Environmental Health Manager (Commercial) has responsibility for the day to day supervision of the Food/Feed Law Service, Health & Safety at Work, Public Health, Water Quality and Animal Health & Welfare. The Commercial Services Manager is designated as lead officer for imported food control and animal feed enforcement.

The EHO's have responsibility for the performance of the food premises intervention programme as well as the delivery of all other aspects of the food law service, particularly more complex investigations. In addition these officers undertake Health & Safety at Work enforcement.

The Technical Officer (Food) is also responsible for interventions, including inspections as well as revisits, investigation of less complex complaints and investigation of incidents of food-borne disease.

Authorised Trading Standards Officers have responsibility for the performance of the feed premises intervention programme as well as the delivery of all other aspects of the feed law service.

Administrative support is provided by Support Services based within the department.

All staff engaged in food/feed safety law enforcement activity are suitably trained and qualified and appropriately authorised in accordance with guidance and internal policy.

Staff undertaking educational and other support duties are suitably qualified and experienced to carry out this work.

4.3 Staff Development

The qualifications and training of staff engaged in food/feed law enforcement are prescribed and this will be reflected in the Council's policy in respect of appointment and authorisation of officers.

It is a mandatory requirement for officers of the food/feed law service to maintain their professional competency by undertaking a minimum of 10 hours core training each year through attendance at accredited short courses, seminars or conferences. This is also consistent with the requirements of the relevant professional bodies.

The Council is committed to the personal development of staff and has in place Personal Development Plans for all members of staff.

The staff Personal Development Plan scheme allows for the formal identification of the training needs of staff members in terms of personal development linked with the development needs of the service on an annual basis. The outcome of the process is the formulation of a Personal Development Plan that clearly prioritises training requirements of individual staff members. The Personal Development Plans are reviewed six monthly.

The details of individual Personal Development plans are not included in this document but in general terms the priorities for the service are concerned with ensuring up to date knowledge and awareness of legislation, building capacity within the team with particular regard to approved establishments, the provision of food hygiene training, developing the role of the Food Safety Officer, and training and development of new staff joining the team.

Detailed records are maintained by the service relating to all training received by officers.

4.4 Equipment and Facilities

A range of equipment and facilities are required for the effective operation of the food/feed law service. The service has a documented standard operating procedure that ensures the proper maintenance and calibration of equipment and its removal from use if found to be defective.

The service has a computerised performance management system, the Authority Public Protection computer system (APP). This is capable of maintaining up to date accurate data relating to the activities of the food/feed law service. A documented database management standard operating procedure has been produced to ensure that the system is properly maintained, up to date and secure. The system is used for the generation of the intervention programmes, the recording and tracking of all food/feed interventions, the production of statutory returns and the effective management of performance.

5. QUALITY ASSESSMENT

The Council is committed to quality service provision. To support this commitment the food law service seeks to ensure consistent, effective, efficient and ethical service delivery that constitutes value for money.

A range of performance monitoring information will be used to assess the extent to which the food service achieves this objective and will include on-going monitoring against pre-set targets, both internal and external audits and stakeholder feedback.

Specifically the Environmental Health Manager (Commercial) will carry out accompanied visits with officers undertaking interventions, investigations and other duties for the purpose of monitoring consistency and quality of the inspection and other visits carried out as well as maintaining and giving feedback with regard to associated documentation and reports.

It is possible that the Food Standards Agency may at any time notify the Council of their intention to carry out an audit of the service.

6 REVIEW OF 2014/15 FOOD SERVICE PLAN

6.1 Review against the Service Plan

It is recognised that a key element of the service planning process is the rational review of past performance. In the formulation of this service plan a review has been conducted of performance against those targets established for the year 2014/15.

This service plan will be reviewed at the conclusion of the year 2015/16 and at any point during the year where significant legislative changes or other relevant factors occur during the year. It is the responsibility of the Head of Public Protection to carry out that review with the Director of Public Health.

The service plan review will identify any shortfalls in service delivery and will inform decisions about future staffing and resource allocation, service standards, targets and priorities.

Following any review leading to proposed revision of the service plan Council approval will be sought.

6.2 Performance Review 2014/15

This section describes performance of the service in key areas during 2014/15.

6.2.1 Intervention Programme

Our target is to complete 100% of the intervention programme for food hygiene, food standards and feeding stuffs. These are extremely challenging targets.

During the year we successfully completed all planned food hygiene, food standards and feed hygiene interventions. In total 378 food hygiene interventions were completed, 270 food standards interventions and 12 feed hygiene interventions.

We met our 2 working day response time for all complaints.

6.2.2 Registration and Approval of Premises

During 2014/15, 89 new food businesses were registered and inspected. Two premises subject to approval were inspected and given relevant guidance.

6.2.3 Food Sampling Programme

The food sampling programme for 2014/15 has been completed. This included sampling which was carried out in partnership with the other four Tees Valley Authorities as part of the Food Standards Agency National Coordinated Food Sampling Programme 2014-15. The group received grant funding to carry out this work.

Results for Microbiological Sampling Programme 2014/15

| <u>Bacteriological Surveys</u> | Total no. of samples | Number of Samples | | Borderline |
|--|-----------------------------|--------------------------|-----------------------|-------------------|
| | | Satisfactory | Unsatisfactory | |
| <u>Food Samples</u> | | | | |
| <i>Sandwiches from small, medium & large producers survey</i> Premises visited: 2 | 8 | 6 | 0 | 2 |
| <i>FHR of 3 or less in any take away premises survey</i> Premises visited: 4 | 17 | 13 | 1 | 3 |
| Cream cakes / cream Premises visited: 18 | 30 | 13 | 7 | 10 |
| Ice cream Premises visited: 17 | 36 | 21 | 5 | 10 |
| Imported nuts & dried fruit Premises: 8 | 32 | 32 | 0 | 0 |
| Pease Pudding & Stuffing Premises: 13 | 46 | 25 | 6 | 15 |
| Cooked meats Premises: 3 | 8 | 5 | 0 | 3 |
| *FSA fish and shellfish Premises: 2 | 7 | 7 | 0 | 0 |
| <u>Environmental Samples</u> | | | | |
| Food Contact Surfaces (Swabs) Premises: 26 | 87 | 60 | 27 | 0 |
| Cloths Premises:1 | 1 | 1 | 0 | 0 |
| Total | 272 | 183 | 48 | 41 |

*FSA denotes sampling carried out as part of a national programme, which is funded by the FSA.

The results of the food sampled as part of this years' sampling programme were generally poorer than previous years, with 21/183 unsatisfactory results and 41/183 borderline results. The results from the environmental samples were equally poor with 27/87 being reported as unsatisfactory.

Following poor results from samples in the previous year, local surveys were completed focusing on ice-cream, cream cakes, pease pudding and stuffing.

Samples of pease pudding and stuffing were sampled from butchers' shops and sandwich takeaways. Unsatisfactory and borderline results were obtained from a mixture of bought in products and in-house produced products. Visits were made to premises where poor results were obtained. For bought in products advice was given relating to storage and shelf life. For in-house produced products advice was given relating to production.

Some business operators were unaware of the need to thoroughly heat stuffing, to kill any bacteria in the stuffing mix itself. Re-samples were taken, all of which produced satisfactory results.

Samples were taken from a number of retailers that sold bought in cream cakes or cream cakes that were creamed on site. Poor results were obtained from cream cakes supplied from premises in Durham. This matter was referred to Durham Environmental Health Department.

Poor results were also obtained from one premises in Hartlepool that creamed cakes on site. Various re-samples and swabs were taken from the premises. Advice was given to the business operator relating to the cleaning of the cream machine and regarding other practices at the premises. Satisfactory re-sample results were obtained from the premises after a number of re-visits.

Following poor results last year from a FSA survey, a local survey of ice-cream was carried out. Swabs of ice-cream machine nozzles and scoops were taken, along with samples of whippy ice-cream and scoop ice-cream. A significant number of the unsatisfactory swab results for the year, were taken from premises visited during ice-cream sampling. Poor results were obtained from nozzle swabs, scoop swabs and for both types of ice-cream. Advice was given to business relating to cleaning, in particular into the frequency and type of cleaning products for ice-cream machines. The majority of re-samples produced satisfactory results. A few borderline results were obtained. It is intended to carry out a further local ice-cream survey in 2015/16.

We participated in a national study focusing on hygiene and food safety in takeaway premises, with a Food Hygiene Rating of 3 or less. Swabs, cleaning cloths and a variety of hot and cold food samples were examined. The results of the food samples were generally satisfactory.

The results of samples submitted for analysis for composition and labelling are shown below:

Results for Food Standards Sampling Programme 2014/15:

| Nature of Sample | Reason for Sampling | Satisfactory | Unsatisfactory |
|---------------------------------|----------------------------|---------------------|-----------------------|
| Imported Canned Fruit | Heavy Metals | 6 | 0 |
| Locally Produced Pies | Meat Content | 9 | 0 |
| Honey | Floral Origin | 12 | 0 |
| Mineral Water | Declared Minerals | 13 | 0 |
| Vegetarian Meals | Meat Protein | 8 | 0 |
| Imported Dried Fruit | Heavy Metals | 9 | 0 |
| Lamb Takeaway Meal (FSA Survey) | Undeclared Meat Species | 9 | 1 |
| Shellfish (FSA Survey) | Biotoxins | 3 | 0 |
| Fish Sauce (FSA Survey) | Process Contaminants | 1 | 0 |
| Raw Mince (FSA Survey) | Labelling | 3 | 0 |

| | | | |
|-----------------------------|--------------------------------|-----|---|
| Raw Meat (FSA Survey) | Undeclared Species | 5 | 1 |
| Spices (FSA Survey) | Mycotoxins | 2 | 0 |
| Poppy Seeds (FSA Survey) | Mycotoxins | 3 | 0 |
| Noodles (FSA Survey) | Irradiated Ingredients | 2 | 0 |
| Basmati Rice (FSA Survey) | Adulteration | 2 | 0 |
| Dried Fruit (FSA Survey) | Sulphites | 2 | 0 |
| Flour (FSA Survey) | Contamination with Lupin | 2 | 0 |
| Takeaway Meals (FSA Survey) | Contamination with Nut Powders | 4 | 0 |
| Takeaway Meals (FSA Survey) | Southampton Colours | 2 | 1 |
| Takeaway Meals | Nutritional Information | 10 | 0 |
| | Totals | 108 | 3 |

Overall the results of the food standard samples were generally satisfactory, with 105 out of 108 samples meeting statutory requirements. Some of the sampling was carried out as part of the grant funded Food Standards Agency National Coordinated Food Sampling Programme 2014-15.

All three unsatisfactory results were obtained from samples taken as part of the FSA funded survey. The Food Additives, Flavourings, Enzymes and Extraction Solvents (England) Regulations 2013 enact various EC Regulations relating to colours. One of the unsatisfactory results was from a Chicken Tikka Massala curry that contained a non permitted colour and a permitted colour above the statutory maximum. An officer visited the premises and discussed the unsatisfactory result and use of colours within the business with the food business operator.

The other two unsatisfactory results related to undeclared meat species in products. One product was a raw lamb product that contained beef. Advice was given to the food business operator relating to cross contamination during production of the product.

The second unsatisfactory species result was from a Lamb Madras takeaway meal which contained beef. Again the matter was discussed with the food business operator, who was given advice which resulted in changes to his menu.

During 2014/15, two complaints were received regarding counterfeit vodka. Samples were taken and submitted for analysis. The results for both samples were found to be satisfactory.

Two feed samples were taken during 2014/15, one of bakery waste and one of spent grain. The results of the samples are given below.

Results of the Feed Sampling Programme 2014/15

| Sample | Reason for sampling | Result |
|--------------|---------------------|--------------|
| Bakery Waste | Salmonellae | Satisfactory |
| Spent Grains | Heavy Metals | Satisfactory |

6.2.4 The UK Food Surveillance System (UKFSS)

The UK Food Surveillance System (UKFSS) is a national database used for recording food and feed samples. It allows sample data to be sent direct to a laboratory and results are then fed back into the system by that laboratory, providing a quick, paper-free solution. National sampling data can be interrogated and the software provides a comprehensive recording system for all food and feed samples taken.

UKFSS is administered by the FSA. To support its rollout the FSA are providing funding to recruit new-users and super-users. The Commercial team's application to be awarded Super-user status was successful and we received confirmation of this in May 2014. The team can now provide training and advice to the many other local authorities who use the system, ensuring that they can use UKFSS correctly. This Super-user status attracted a one-off grant payment from the Food Standards Agency of £2,934.14.

6.2.5 Food Inspection

The service undertook no formal seizure of unfit food in the year.

6.2.6 Promotional Work

Food safety promotion whether by advice, education, training or other means is a key part of the food team's strategy in changing behaviour and increasing compliance in businesses.

In February 2006 the Food Standards Agency introduced Safer Food Better Business (SFBB) aimed at assisting smaller catering businesses to introduce a documented food safety management system. Since this time our resources have been directed towards continuing to assist businesses to fully implement a documented food safety management system.

The team has continued to offer tailored advice and information on request with 88 advisory visits to businesses being carried out during the year (this equates to a fourfold increase on the previous year when 21 advisory visits were undertaken).

A variety of information leaflets, some in foreign languages, are available. Circular letters are issued as required to inform food business operators of food safety matters relevant to their operations e.g. changes in legislation, food alerts.

In August, the Food Team participated in the Food Standards Agency's 'Barbecue Safety Weekend', with the aim of promoting better hygiene standards at domestic events in Hartlepool across the Bank Holiday period.

Promotional material was delivered to all the butchers in Hartlepool and they were encouraged to hand out free hygiene advice leaflets to members of the public during the days leading up to the Bank Holiday. In addition, a press release was placed in the Hartlepool Mail, further promoting the initiative and reminding consumers about some basics which could improve food hygiene e.g. not washing chicken prior to cooking it.

Feedback from the butchers involved indicated that members of the public found the information both useful and interesting.

6.2.7 Food Hygiene Rating Scheme

Since 1st April 2007 Hartlepool Council has operated a food hygiene rating scheme known as the 'Tees Valley Food Hygiene Award Scheme'. The scheme was operated in conjunction with the four other Tees Valley Local Authorities (Middlesbrough, Stockton, Redcar & Cleveland and Darlington Borough Councils).

On 1st April 2012 Hartlepool Council migrated to the 'Food Hygiene Rating Scheme' (FHRS); a FSA / local authority partnership initiative to help consumers choose where to eat out, or shop for food.

The 'Food Law Code of Practice', requires that a risk rating is undertaken which is used to determine the frequency of intervention for the business. The hygiene rating is derived from the risk rating which is given to a business following every 'primary' inspection.

Of the seven main categories used to determine the overall rating score the following three factors are used to create a hygiene rating:

1. Food Hygiene and Safety
2. Structure and Cleaning
3. Management and Control

These ratings are the only ones that are directly controllable by the business and are the reason they have been used to obtain the food business' hygiene rating.

The total score from the 3 categories is then used to derive the hygiene rating ranging from '0' ('Urgent improvement necessary') through to '5' ('Very Good'). The profile of premises is as follows:

| Hygiene Rating | No of Premises @ 1.4.12 | No of Premises @ 1.4.13 | No of Premises @ 1.4.14 | No of Premises @ 1.4.15 |
|-----------------|----------------------------|----------------------------|----------------------------|----------------------------|
| 5 ('Very Good') | 407 (59.1%) | 434 (60.9%) | 456 (66.7%) | 471 (68.3%) |
| 4 ('Good') | 139 (20.2%) | 164 (23.0%) | 149 (21.8%) | 136 (19.7%) |

| | | | | |
|------------------------------------|------------|------------|------------|------------|
| 3 ('Generally Satisfactory') | 86 (12.5%) | 63 (8.9%) | 63 (9.2%) | 56 (8.1%) |
| 2 ('Improvement Necessary') | 28 (4.1%) | 22 (3.1%) | 9 (1.3%) | 18 (2.6%) |
| 1 ('Major Improvement Necessary') | 12 (1.7%) | 13 (1.8%) | 7 (1.0%) | 9 (1.3%) |
| 0 ('Urgent Improvement Necessary') | 1 (0.1%) | 0 (0%) | 0 (0%) | 0 (0%) |
| 'Awaiting Inspection' | 16 (2.3%) | 17 (2.4%) | 0 (0%) | 0 (0%) |
| Total | 689 | 713 | 684 | 690 |
| 'Exempt' | 47 | 49 | 45 | 44 |
| 'Excluded' | 7 | 9 | 10 | 10 |
| Sensitive | 0 | 32 | 32 | 1 |

It is very pleasing to note that 96.1% of premises inspected during 2014/15 received a hygiene rating of '3' and above.

The service is committed to focussing its resources on carrying out interventions at those businesses which are deemed not to be 'broadly compliant' and has liaised with businesses that have been awarded a hygiene rating of '2' or less offering advice and support. Where appropriate, enforcement action has been taken to secure compliance.

Under the FHRS there is a procedure which affords food business operators the opportunity to request a re-visit inspection once they have taken action to rectify non-compliances identified during an inspection. At the re-visit the establishment may be re-assessed and given a new hygiene rating.

During the year 13 businesses submitted applications for a re-rating. Further information is provided in **6.2.7**.

The food hygiene ratings are published online at www.food.gov.uk/ratings

In total 54 establishments were considered to be 'exempt' (44) or 'excluded' (10) from the scope of the FHRS and as such they may not be rated. These are those who either do not supply food directly to consumers e.g. manufacturers or packers, or 'low risk establishments' which are not generally recognised by consumers as being a food business e.g. establishments like chemists or newsagents selling pre-packed confectionery amongst a range of goods.

Certain establishments operating from private addresses are classed as 'sensitive'. These are mainly childminders, but can include other establishments where caring services are being provided in the home environment as part of a family unit (as opposed to residential care). These establishments should not be rated. They can, however, opt in, in which case they can be given a rating which they can share with potential users of their service but no information should be published online. Thirty two childminders have opted in and all have received the maximum rating of '5'.

6.2.8 FHRs Re-rating & Promotional visits

During 2014/15 officers worked closely with food business operators to improve food hygiene standards in our lowest rated premises. During the year 13 businesses submitted applications for a FHRs re-rating.

Of these thirteen premises, one closed down shortly after making the request and the other twelve businesses were re-inspected in accordance with the FHRs.

Eleven businesses demonstrated an improvement in standards and their rating increased following an unannounced inspection; 7 achieved the highest rating. One business' rating decreased from '4' to '2' due to contraventions noted at the time of the re-rating inspection.

The results for the eleven businesses that improved are as follows:

| FHRs Rating | 0 to 2 | 1 to 2 | 1 to 5 | 2 to 3 | 2 to 5 | 3 to 5 | 4 to 5 |
|----------------------|--------|--------|--------|--------|--------|--------|--------|
| Number of businesses | 2 | 1 | 1 | 1 | 2 | 1 | 3 |

In September and October the Food Team took part in an Agency-led project designed to increase the number of businesses displaying the rating stickers prominently at their premises. This involved carrying out visits to 3,4 and 5-rated businesses in Hartlepool to assess whether they were displaying their rating, providing replacement stickers where necessary and also explaining the benefits of the scheme to the food business operators.

This project attracted funding of several thousand pounds, which we successfully bid for. The project proved very successful in Hartlepool, with significant improvements in the numbers of businesses displaying their rating for the benefit of consumers in Hartlepool. A full report was submitted to the Food Standards Agency.

6.2.9 Regional Study of Waste Food in Small Retail Outlets

Food businesses are under increased pressure to reduce waste due to factors of cost and restrictions on waste going to landfill. It is a common business model for wholesalers, distributors and producers to offer food to small retail outlets on a sale or return basis.

A study carried out in London by the Association of London Environmental Health Managers, found that out of date food was being collected from shops and sold into the animal feed chain. The FSA decided to fund research to see whether this practice took place in the rest of England.

The NETSA group submitted a successful bid to carry out the work in the Northern region and Hartlepool participated in the survey.

The survey showed that out of 300 premises contacted 46% stocked some sale or return food, with it being particularly prevalent in corner shops and

petrol stations. The types of food involved ranged from short shelf life products such as sandwiches and meat pies to long shelf life products such as cakes and biscuits.

A traceability exercise was carried out looking at a sample of these premises to determine the volume and type of food sold on a sale or return basis and what happened to the returned food. It was found that the volume of food varied greatly from just a few items returned each day, to much larger amounts. There were a number of businesses that operated a regional wide sale or return system (none of these operated in Hartlepool) and most companies sent their returned food for landfill disposal.

The exceptions were:

1. A company sold returned cakes, biscuits and confectionary at a market at reduced cost.
2. A company sent food returns to be turned into a waste derived fuel.
3. A company had food collected to be used on a local farm. This included sandwiches containing meat. This practice was stopped immediately and the farmer is under investigation for offences under the Animal By-Product Regulations.

Overall, it was found that there was no regional organisation or collection of sale or return food being used for animal feed within the NETSA region. Only a very small amount of food was being used for recycling into bio fuels. A recommendation of the survey was that further work be carried out which would extend beyond the NETSA region.

6.2.10 Food / Feed Complaints

During the year the service dealt with 28 complaints relating to the condition of food premises and/or food handling practice. In addition, 26 complaints were received regarding unfit or out of condition food or extraneous matter and 8 complaints concerning the composition or labelling of food items. No complaints were received regarding animal feeding stuffs.

Investigations into the above were undertaken within our target of 2 working days.

6.2.11 Food Poisoning

The service received 174 notifications of food borne illness during the year. The majority (146) of these notifications related to cases of *Campylobacter*; all of which appeared to be sporadic (isolated) cases.

Campylobacter is the most common bacterial cause of food poisoning in England and Wales. National data shows that while the incidence of *Salmonella* infections has steadily declined since the late 1990s those caused by *Campylobacter* had significantly increased and as a result in recent years the FSA has been spearheading a campaign to address this.

6.2.12 Food Safety Incidents

The Service received 2 Food Alerts for Action and 31 Product Recall/ Withdrawal Notices and a number of Allergy Alerts from the Food Standards Agency during the year. All Food Alerts requiring action were dealt with expeditiously.

In September the FSA provided intelligence concerning an outbreak of Salmonella food poisoning in England, with at least 250 confirmed cases. This serious outbreak appeared to be linked to certain consignments of eggs from the continent, possibly from Germany.

As a result, the Food Team visited all caterers in Hartlepool who were known to use significant quantities of eggs within their business. This included cafes, restaurants, takeaways and other small retailers within the area. Officers checked the origin of the eggs being used, that businesses could trace their suppliers correctly and provided advice in relation to the safe use of eggs in cooking. Free leaflets were given to the businesses at the time of the visit. Happily, no eggs were found which were associated with the outbreak, though interestingly eggs were found which had originated from Holland and Spain, as well as those from UK producers.

The Service also receives reports from the FSA regarding incidents involving food fraud, which may present a risk to health and require immediate investigation. Many of these relate to illicit alcohol due to the chemicals used as a substitution for genuine alcohol. In addition intelligence is received from HM Revenue & Customs (HMRC) regarding counterfeit alcohol.

In response to a complaint Trading Standards officers seized some vodka, which was subsequently examined and found to be counterfeit. Investigations are ongoing.

6.2.13 Enforcement

During 2014/15 no Hygiene Emergency Prohibition Notices were served on businesses however 3 voluntary closures were agreed. No Simple Cautions were issued during 2014/15, however legal proceedings have been instigated in relation to the conditions found in one of the premises. Two Hygiene Improvement Notices were issued; both were served for structural matters.

6.2.14 Complaints against Our Staff

No complaints were made against our staff during 2014/15.

6.2.15 Compliments About Our Staff

The Public Protection Service regularly consults with users of the Service to establish whether the contact had been helpful and fair.

In 2014/15 the final satisfaction figure was 87.5% (in 2013/2014 the figure was 85%). As a figure of 100% would mean every customer being very satisfied with both the fairness and helpfulness of the officer concerned a final figure of 87.5% is a very good result and a testament to the work of the team.

6.2.16 Improvement Proposals/Challenges 2014/15

The following areas for improvement/challenges were identified in the 2014/15 Food Service Plan:

1. We plan to update our Quality Management System/Standard Operating Procedures for Food and Feed to reflect changes in legislation and centrally issued guidance including Codes of Practice.

Work commenced on updating procedures but is still ongoing.

2. We will continue to identify additional income streams to supplement our budget. We have expressed an interest in contributing to a number of grant funded projects which relate to the FSA Feed Delivery Programme 2014-15. These include carrying out a review to ascertain levels of imported animal feed entering the region's ports and considering a strategy to ensure that there are sufficient suitably qualified and competent officers available as defined in the revised Feed Code of Practice.

In addition to participating in the regional NETSA waste food study additional grant funding was secured from the National Trading Standards Board for participation in a Feed delivery Project which considered Feed Officer Competency requirements.

The aims and objectives of the project were:

1. In conjunction with the FSA and National Agriculture Panel (NAP) to consider officer activity time and develop a feasible target of involvement in feed enforcement, for categories of inspections, in the current financial climate.
2. To devise a best practice guidance document to assist Local Authorities to achieve the appropriate levels of competencies to satisfy the requirements of the FSA and FVO.
3. To identify alternative delivery approaches to mitigate the resource burdens placed on individual LAs associated with providing their own qualified and competent feed officers.

7. KEY AREAS FOR IMPROVEMENT & CHALLENGES 2015/16

In addition to committing the service to specific operational activities such as performance of the intervention programme, the service planning process assists in highlighting areas where improvement is desirable. Detailed below

are specifically identified key areas for improvement that are to be progressed during 2015/16.

1. We will continue to review and update our Quality Management System/Standard Operating Procedures for Food and Feed to reflect changes in legislation and centrally issued guidance including Codes of Practice.
2. We will continue to identify additional income streams to supplement our budget.

REGENERATION SERVICES COMMITTEE

28th August 2015



Report of: Assistant Director (Regeneration)

**Subject: HARTLEPOOL MAIL PHOTOGRAPHIC
COLLECTION**

1. TYPE OF DECISION/APPLICABLE CATEGORY

1.1 Non Key Decision.

2. PURPOSE OF REPORT

2.1 To inform Members of the Regeneration Services Committee of the donation by Johnston Press of the Hartlepool Mail Photographic Collection to the Museum of Hartlepool, and to gain approval to seek external funding for the long term preservation and the improvement of public access to this collection.

3. BACKGROUND

3.1 In January 2015, with the imminent closure of their Hartlepool plant, the Hartlepool Mail approached Culture and Information Services to try to find a solution for the storage and retention of their physical photographic archive within the Borough.

3.2 During discussions it became quickly apparent that there was an opportunity to place the Photographic collection into the public trust by donating the items to the Museum.

3.3 This was achieved during April and May 2015, with the extant physical collection being donated under the policy as defined in the Council's Collections Development Plan and the requirements of the Museum Accreditation Standard 2011.

3.4 The majority of the collection comprises of 34 filing cabinets containing photographic prints by subject, 68 drawers containing black and white negative strips, and 28 boxes of fragile glass plate negatives. Officers estimate that these contain in excess of 20,000 images, although the true

total will not be known until the collection is fully documented. The earliest material dates from the 1950s, and runs through to the 1990s.

- 3.5 In addition the donation included 10 original ledgers including cash accounts and advertising records relating to the Northern Daily Mail from 1877 to the 1940s.
- 3.6 The donation is a significant acquisition of 20th Century social history material relating to the Borough by the Museum, and of considerable potential as a catalyst for initiating new collections access projects.

4. PROPOSALS

- 4.1 As with all donations to the Museum, the items were donated without attached conditions. Both reproduction and copyright ownership relating to the physical images within the donation were therefore transferred into the ownership of the Council.
- 4.2 This ownership allows the Council to seek external funding for the long term preservation and public access of the collection, for example from the Heritage Lottery Fund.
- 4.3. Initial work would have to focus on documenting and conserving the items before moving on to public projects which interpreted and digitised the images, and made them more widely accessible on-line.
- 4.4 The work would take approximately five years in total, depending on the actual number of items, and would initially require external funding in the region of £100,000 for the essential documentation and conservation stage.
- 4.5 In the meanwhile the Culture and Information Service would start to place selected items onto our “Hartlepool Then and Now” web resource.
- 4.6 In addition it is proposed to work together with the Hartlepool Mail to support their “Memory Lane” section in order to gain information from the public on earlier images in the collection.

5. LEGAL CONSIDERATIONS

- 5.1 The proposal to work with the Hartlepool Mail to widen awareness and seek information from the public about selected images would be subject to a formal agreement which allows Johnson Press “Fair Use” publication without fee solely for the benefit of the public.

6. EQUALITY AND DIVERSITY CONSIDERATIONS

- 6.1 There are no equality or diversity implications.

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

- 7.1 There are no Section 17 Implications.

8. RECOMMENDATIONS

- 8.1 That Committee acknowledges the significance of the donation of this collection, and formally thanks Johnston Press for placing these items in the public trust.
- 8.2 Authorises the Culture and Information Section to proceed with seeking external funding for both the conservation and long-term public access of the collection.
- 8.3 Approves the proposal to formalise working in partnership with the Hartlepool Mail under a “Fair Use” agreement.

9. REASONS FOR RECOMMENDATIONS

- 9.1 The donation of such a large volume of 20th century social history material into the public trust is a very uncommon occurrence.
- 9.2 The material concerned is a unique historical and social resource of considerable public interest.
- 9.3 The items, many of which are fragile, need to be proactively preserved for the benefit of future generations.
- 9.4 We have a responsibility to seek ways to continue to expand the amount of items and information available to the public.
- 9.5 The Culture and Information Service have a strong track record of securing external funding and delivering successful public programmes around such items.

10. BACKGROUND PAPERS

- 10.1 There are no background papers.

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REGENERATION SERVICES COMMITTEE

28th August 2015



Report of: Assistant Director (Regeneration)

Subject: **ADDITION OF NAMES TO WAR MEMORIALS**

1. TYPE OF DECISION/APPLICABLE CATEGORY

1.1 Non Key Decision.

2. PURPOSE OF REPORT

2.1 To inform Members of the Regeneration Services Committee about public requests for the addition of names omitted from the Hartlepool Borough War Memorials, and to propose a scheme that could rectify these omissions.

3. BACKGROUND

3.1 Since early 2014 both the Museum and Library Services have seen an increase in family history enquiries from the public pertaining to ancestors who served in the armed forces. This is mainly because of increased public awareness due to the Commemoration for the First World War and the anniversaries of other conflicts.

3.2 Some of these enquiries include requests for an explanation as to why a relative's name is seemingly omitted from a War Memorial in the care of the Council, specifically those in Victory Square or in Redheugh Gardens.

3.3 The majority of these requests are successfully resolved, for example by finding the naming of an individual recorded on a memorial elsewhere, or by uncovering historical information that satisfactorily explains why they were not memorialised.

3.4 In a small number of cases however it is clear that individuals have been omitted, and would have been eligible for inclusion if relevant information had been available at the time the memorials were being constructed or updated. All such enquirers therefore strongly feel their ancestor's sacrifice has never been formally recognised.

- 3.5 In addition new information about civilian deaths during both World Wars has come to light during research for museum exhibitions, public events and commemoration activity. A number of these individuals are also not mentioned on either War Memorial.

4. PROPOSALS

- 4.1 It is proposed that the Council works with descendents and communities to identify the true number of eligible individuals omitted, and then undertakes a scheme to recognise these individuals by physically adding their names to our War Memorials
- 4.2 While the criteria for a name to be added would be only be agreed after a formal programme of public consultation, the starting point could be consideration of the person having been born, lived or worked in the Borough, and having died while either on active military service or by enemy action while a civilian.
- 4.3 The period under consideration should start with the year 1914 and run through to the present day. This would ensure that casualties in all conflicts throughout the 20th Century are potentially considered, while also complying with the legal basis by which war memorials are maintained.
- 4.4 Submissions should be able to demonstrate factual historical evidence that the individual concerned directly died due to war action. The onus would be on the applicant to provide this evidence to support their submission
- 4.5 A new “Memorial Committee” led by the Culture and Information section and reporting to the Regeneration Committee would seek and collate all submissions from the public, validate individual cases against the criteria, and then compile an accurate list of names which should be added.
- 4.6 There would be a review process for those submissions that do not fully meet the agreed criteria, in order to reduce any unfairness in subjective cases or in those which cannot be strongly evidenced.
- 4.7 All validated submissions would then be physically added to the memorial in Victory Square, and also to the Redheugh Memorial if so requested by the applicant. Names would appear in the same format and visibility as existing names, under the principle that all individuals recorded are of equal status regardless of rank or service.
- 4.8 If approved, this scheme would open in 2016 and complete its work by January 2018, with the target of all omitted names being physically added by 11th November 2018, the 100th Anniversary of the Armistice.

5. FINANCIAL CONSIDERATIONS

- 5.1 To date the Museums Service is only aware of three military cases which would clearly be considered as having been omitted, and potentially up to

20 other civilian deaths that would be strong candidates for inclusion. However, we have not yet proactively sought such cases. This number would be expected to rise significantly depending on how widespread any request for submissions becomes, both nationally and internationally, and depending on the breadth of the criteria used for validation.

- 5.2 There would clearly be costs in constructing new areas to place names that are validated. Committee should be aware that exact costs may not be known until the final accurate list is compiled.
- 5.3 Given public interest, consideration should be given to public and community group donations to fund such additions.

6. LEGAL CONSIDERATIONS

- 6.1 The Council is empowered by the War Memorials (Local Authorities' Powers) Act 1923 and by the extension of powers in the Local Government Act 1948 (Section 133, paragraph 2), to incur reasonable expenditure in the repair, maintenance and protection of any war memorial in its district, to adapt memorials to include commemoration of wars subsequent to that to which the memorial was originally erected, and to carry out the correction of any error or omission in the inscription on any such memorial.

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 Increased understanding of the significance of the personal stories behind the names recorded on War Memorials may contribute to reducing anti-social behaviour in their vicinity.

9. RECOMMENDATIONS

- 9.1 That Committee approves of the proposal and authorises work to commence on this scheme of work.

10. REASONS FOR RECOMMENDATIONS

- 10.1 This scheme would help to ensure that the Borough's main War Memorials more accurately commemorate the sacrifice of local people during wartime and armed conflict.
- 10.2 It would help to resolve the issue of relatives feeling a sense of injustice that their ancestor has been previously omitted.

- 10.3 The Council has both a responsibility as the custodian of our War Memorials to take into account the concerns of residents, and is the only body with the legal power to act on such concerns as appropriate.
- 10.4 A proactive and systematic scheme of work is the most efficient way of resolving these issues, rather than attempting to continue to resolve individual cases as they arise.
- 10.5 The proposed timescale is achievable, and completion would significantly contribute to the Borough's programme for commemorating the 100th Anniversary of the end of the First World War.

11. BACKGROUND PAPERS

- 11.1 Members Briefing Note: Public requests for the addition of names to War Memorials

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REGENERATION SERVICES COMMITTEE

28th August 2015



Report of: Assistant Director (Regeneration)

Subject: **SOCIAL LETTINGS AGENCY: BUSINESS NAME**

1. TYPE OF DECISION/APPLICABLE CATEGORY

1.1 Non-Key.

2. PURPOSE OF REPORT

2.1 To present to Committee the business name proposed for the Council's Social Lettings Agency.

3. BACKGROUND

3.1 On 30th June 2014 the Finance and Policy Committee approved the Business Case for setting up a Social Lettings Agency; a new service to be offered by the Housing Services Team. In addition, approval was given by the Committee to establish a Management Board with delegated powers to make decisions on adjustments to fees and service standards.

3.2 It was decided that the Management Board should consist of:

- Leader of the Council;
- Chair of Regeneration Services Committee;
- Assistant Director (Regeneration);
- Head of Housing Services;
- Principal Housing Officer;
- Principal Housing Regeneration Officer.

4. PROPOSALS

4.1 The Social Lettings Agency requires a name and a strong brand identity in order to establish a professional and 'commercial' high street lettings agency that will be marketed to both landlords who have already approached the

Council requesting lettings and management services, as well as to other landlords who have a willingness to consider creative lettings solutions.

- 4.2 The business name and brand will also need to attract prospective tenants. The target market in terms of tenants are people who are facing homelessness, cannot afford to buy a home in the town, those who are finding it hard to secure tenancy in the existing private sector and the more general market.
- 4.3 Officers within the Housing Services Team have been involved in proposing names and 'taglines' for the new service, as the advocates for the business. The most popular suggestion for the name of the Social Lettings Agency is detailed in **(Confidential Appendix 1 This information 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).** The names that were shortlisted are also included for information along with a list of other suggestions.
- 4.4 Once the business name for the Social Lettings Agency has been confirmed, the first meeting of the Management Board will be convened to discuss and consider the proposals for developing a logo and brand guideline, which can be used in all advertising and marketing materials, online services, property adverts/signage and promotional literature in order to create a unifying visual identity across all media.

5. FINANCIAL CONSIDERATIONS

- 5.1 The Council must market its Social Lettings Agency professionally to ensure it is attractive to prospective landlords and tenants.

6. RISK IMPLICATIONS

- 6.1 The Social Lettings Agency requires a professional name and brand to compete successfully with commercial high street lettings agencies. This needs to be versatile to adapt to changing markets and the future expansion of the lettings and management services.
- 6.2 Initial research suggests the proposed name is available however, any approval would be subject to the successful registration of the trading name with Companies House.

7. LEGAL CONSIDERATIONS

- 7.1 Section 1 of the Localism Act 2011 gives a Local Authority the power to do anything that individuals generally may do. The Council also has power to

charge for discretionary services, this is derived from Section 93 Local Government Act 2003.

- 7.2 Sections 95 and 96 of the Local Government Act 2003 enable the Secretary of State to make an order imposing conditions on a local authority's power to trade. The Local Government (Best Value Authorities) (Power to Trade England) Order 2009 made by the Secretary of State gives best value authorities authorisation to do for commercial purpose anything which it is authorised to do for the purpose of carrying on any of its ordinary functions. Before exercising the functions the authority shall prepare and approve the Business Case, Under Section 95(4) the power to trade must be exercised through a company".

8. EQUALITY AND DIVERSITY CONSIDERATIONS

- 8.1 There are no equality and diversity considerations to this report.

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

- 9.1 There are no Section 17 considerations to this report.

10. RECOMMENDATIONS

- 10.1 Regeneration Services Committee is asked to:

1) Ratify the business name proposed for the Council's Social Lettings Agency, as detailed in **Confidential Appendix 1 This information 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);** subject to approval to register the name with Companies House.

11. REASONS FOR RECOMMENDATIONS

- 11.1 To ensure that the Social Lettings Agency has a professional and robust name and brand to market its service to prospective landlords and tenants and establish itself as a 'commercial' high street lettings agency.

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REGENERATION SERVICES COMMITTEE

28th August 2015



Report of: Assistant Director (Regeneration)

Subject: SELECTIVE LICENSING CONSULTATION

1. TYPE OF DECISION/APPLICABLE CATEGORY

1.1 Non key decision.

2. PURPOSE OF REPORT

2.1 To consider and agree the resources required to carry out the research, data analysis and subsequent consultation necessary in order to determine whether a third designation for Selective Licensing should be made in Hartlepool.

3. BACKGROUND

3.1 At the meeting of this Committee in January 2015 Members approved the second Selective Licensing designation in Hartlepool which will come into force from 6th July 2015 and covers the thirteen streets detailed in table 1.

3.2 Table 1

| Victoria Ward | Burn Valley Ward | Foggy Furze Ward | Jesmond Ward | Headland and Harbour Ward |
|----------------|------------------|-------------------|-------------------|---------------------------|
| Dent Street | Richmond Street | Sydenham Road | St Oswalds Street | Burbank Street |
| Straker Street | Cornwall Street | Borrowdale Street | | |
| Furness Street | Rydal Street | | | |
| Stephen Street | Kimberley Street | | | |
| Sheriff Street | | | | |

3.3 At the meeting, it was acknowledged that there was insufficient evidence available to justify any additional streets being included in the designation. Members were concerned that incidents of anti social behaviour were perhaps not being officially reported and although there were anecdotal incidents discussed during the meeting these were not formally recorded and therefore could not be included in the evidence to support the designation.

3.4 In order for a proposal of a third Selective Licensing designation to be brought before Members for consideration the data collection and analysis of evidence across the whole town will have to be repeated and expanded on in accordance

with the new legislative requirements which came into effect in April 2015. Following this the statutory formal consultation process, as prescribed by guidance, will also need to be carried out. This report identifies the necessary scope of this work including the resources and financial commitment required.

4. FUTURE SELECTIVE LICENSING DESIGNATIONS

- 4.1 With effect from 1 April 2015 a new General Approval came into force requiring local authorities to obtain confirmation from the Secretary of State for any selective licensing scheme which would cover more than 20% of their geographical area or would affect more than 20% of privately rented homes. This must take into account any existing schemes already in force.
- 4.2 The legislative update in April 2015 also provided additional criteria for making a scheme; a designation may now be made to combat problems in an area experiencing poor property conditions, an influx of migration, a high level of deprivation or high levels of crime, as well as the previous criteria of low housing demand and persistent and significant anti social behaviour.

5. CONDITIONS APPLYING TO SELECTIVE LICENSING

- 5.1 When considering whether to make a selective licensing designation a local housing authority must first identify the objective or objectives that a designation will help it achieve. In other words it must identify whether the area is suffering problems that are caused by or attributable to any of the criteria for making the designation and what it expects the designation to achieve - for example, an improvement in property conditions in the designated area.
- 5.2 Secondly, it must also consider whether there are any other courses of action available to it that would achieve the same objective or objectives as the proposed scheme without the need for the designation to be made. For example, if the area is suffering from poor property conditions, is a programme of renewal a viable alternative to making the designation? In areas with Anti-Social Behaviour, where landlords are not taking appropriate action, could an education programme or a voluntary accreditation scheme achieve the same objective as a selective licensing designation?

6. CRITERIA FOR MAKING A SELECTIVE LICENSING DESIGNATION

6.1 Low Housing Demand (existing criteria)

- 6.1.1 When deciding if an area is suffering from, or likely to become, an area of low housing demand, the prescribed guidance recommends that local housing authorities consider the following factors:

- The value of residential premises in the area, in comparison to the value of similar premises in other areas which the authority considers to be comparable (whether in terms of type of housing, local amenities, availability of transport).

- The turnover of occupiers of residential premises (in both rented and owner occupied properties).
- The number of residential premises which are available to buy or rent, and the length of time for which they remain unoccupied.
- The general appearance of the locality and the number of boarded up shops and properties.

6.1.2 The scheme should state how it will help address the problems associated with low demand in the designated area, for example, through imposing conditions relating to the management of properties. It must identify how the scheme will work in combination with other specified measures that the local housing authority is taking to combat those problems. The stated outcome for this element of the scheme should be a reduction in or elimination of the blight of low demand which has led to identifiable improvements of the social and economic conditions in the area.

6.2 **Anti-Social Behaviour (existing criteria)**

6.2.1 In deciding whether an area suffers from anti-social behaviour, it is recommended that local housing authorities consider whether private sector landlords in the designated area are not effectively managing their properties so as to combat incidences of anti-social behaviour caused by their tenants or people visiting their properties and in particular the area suffers from anti-social behaviour as a result of this failure or because that failure significantly contributes to that problem.

6.2.2 In considering whether the area is suffering from anti-social behaviour which a landlord should address regard must be had as to whether the behaviour is being conducted within the curtilage of the rented property or in its' immediate vicinity and includes acts of (but not limited to):

- intimidation and harassment of tenants or neighbours;
- noise, rowdy and nuisance behaviour affecting persons living in or visiting the vicinity;
- animal related problems;
- vehicle related nuisance;
- anti-social drinking or prostitution;
- illegal drug taking or dealing;
- graffiti and fly posting;
- and litter and waste within the curtilage of the property.

6.2.3 The scheme should state what measures will be taken to address the problems associated with anti-social behaviour and the outcome for this element of the scheme should be a reduction in or elimination of anti-social behaviour (caused by tenants in the private sector) in the designated area.

6.3 **Poor property conditions (new criteria)**

6.3.1 Local housing authorities can address poor property conditions through their powers in Part 1 of the Act, which are extensive, a local housing authority should not use its Part 3 powers (selective licensing) where it is appropriate to tackle small numbers of properties which are in disrepair directly and immediately under Part 1.

- 6.3.2 There may, however, be circumstances in which a significant number of properties in the private rented sector are in poor condition and are adversely affecting the character of the area and/ or the health and safety of their occupants. In that case, as part of wider strategy to tackle housing conditions, the local housing authority may consider it appropriate to make a selective licensing scheme so that it can prioritise enforcement action under Part 1 of the Act, whilst ensuring through licence conditions under Part 3 that the properties are properly managed to prevent further deterioration.
- 6.3.3 It is recommended that local housing authorities consider the following factors to help determine whether there are poor property conditions in their area:
- The age and visual appearance of properties in the area and that a high proportion of those properties are in the private rented sector ;
 - Whether following a review of housing conditions under section 3(1) of the Act, the authority considers a significant number of properties in the private rented sector need to be inspected in order to determine whether any of those properties contain category 1 or 2 hazards. In this context “significant” means more than a small number, although it does not have to be a majority of the private rented stock in the sector. It would not be appropriate to make a scheme if only a few individual properties needed attention.
- 6.3.4 The scheme should state what action the authority intends to take under Part 1 of the Act if it identifies there are serious deficiencies with properties, including the timescale for taking the appropriate action and its enforcement plan for non-compliance with improvement notices or prohibition orders it serves. The outcome of the designation would be a general improvement of property conditions in the designated area within the lifetime of the designation.

6.4 High levels of migration (new criteria)

- 6.4.1 Migration refers to the movement of people from one area to another. It includes migration within a country and is not restricted to migration from overseas. A selective licensing designation can be made, as part of wider strategy, to preserve or improve the economic conditions of the area to which migrants have moved and ensure people (including migrants) occupying private rented properties do not live in poorly managed housing or unacceptable conditions.
- 6.4.2 In considering whether an area is experiencing, or has experienced, high levels of migration, i.e. has there been a relatively large increase in the size of the population over a relatively short period of time. Guidance suggests a population increase of around 15% or more over a 12 month period would be indicative that the area has or is experiencing a high level of migration into it.
- 6.4.3 The scheme should state what actions the local housing authority intends to take to ensure the preservation or improvements to the social or economic conditions of the area. It should also state what it would put in place through licensing, to ensure proper standards of management of privately rented properties in the area are maintained, and to prevent properties becoming overcrowded. The outcome of the designation should be to preserve or improve the economic or social conditions of the area during the lifetime of the

designation and ensure that a proper standard of management of privately rented property is maintained and that properties do not become overcrowded.

6.5 High levels of deprivation (new criteria)

6.5.1 A local housing authority may make a designation if the area is experiencing a high level of deprivation. It must, however, be clear that by making the scheme it will, together with other measures as part of a wider strategy, improve housing conditions in the private rented sector in that area.

6.5.2 In deciding whether to make a designation because the local authority considers the area suffers from a high level of deprivation guidance recommends following factors are considered and compared to other similar neighbourhoods in the local authority area or within the region:

- the employment status of adults;
- the average income of households;
- the health of households;
- the availability and ease of access to education, training and other services for households;
- housing conditions;
- the physical environment;
- levels of crime.

6.5.3 The scheme should state what actions the local housing authority intends to take to combat housing problems associated with the deprivation; including, for example, through licence conditions to ensure properties are managed properly, and can contribute to an improvement in the well-being of the occupants and wider community. The outcome of the designation should be (together with other measures) a reduction of the problems with housing in the private rented sector contributing to the high level of deprivation.

6.6 High levels of crime (new criteria)

6.6.1 In considering whether an area suffers from a high level of crime the local housing authority may wish to have regard to whether the area has displayed a noticeable increase in crime over a relatively short period, such as in the previous 12 months; whether the crime rate in the area is significantly higher than in other parts of the local authority area or that the crime rate is higher than the national average. In particular the local housing authority may want to consider whether the impact of crime in the area affects the local community and the extent to which a selective licensing scheme can address the problems.

6.6.2 The licensing scheme must be part of a wider strategy to address crime in the designated area and can only be made if a high proportion of properties in that area are in the private rented sector. In particular the local housing authority should consider:

- whether the criminal activities impact on some people living in privately rented accommodation as well as others living in the areas and businesses therein;
- the nature of the criminal activity, e.g. theft, burglary, arson, criminal damage, graffiti;

- whether some of the criminal activity is the responsibility of some people living in privately rented accommodation.

6.6.3 The scheme should show what measures the local housing authority will be able to take through licensing (and such other measures as are being taken), to reduce criminal activity in the area, such as by imposing conditions in licences to ensure properties are safe from intruders. The outcome of the designation (together with the other measures) should lead to a reduction in crime in the area.

7. CONSULTATION REQUIREMENTS

7.1 In order to identify and consider a future Selective Licensing proposal data covering all areas of the town will need to be researched and analysed leading to a comprehensive consultation in accordance with the prescribed guidance. The methodology used to identify consultees for the current designation was based upon the Vulnerable Localities Index (VLI), which is a proven neighbourhood analysis method used in the Community Safety setting, to identify and prioritise residential neighbourhoods.

7.2 The data collected between April 2011 and December 2013 included the following:

- Number of private rented properties;
- Number of crimes;
- Number of domestic burglary offences;
- Number of criminal damage to dwelling offences;
- Number of arson offences;
- Number of police anti social behaviour incidents;
- Number of anti social behaviour unit cases;
- Number of noise nuisance complaints;
- Number of private sector housing service requests;
- Number of house sales; and
- Number of empty properties.

7.3 As detailed in section 6 of this report the recent legislative update now allows additional criteria to be included in considering a designation and further detailed research and analysis of data relating to the following will also need to be sourced and examined;

- property conditions,
- migration,
- deprivation
- crime

8 FINANCIAL CONSIDERATIONS

8.1 The resources needed to source, research and analyse the relevant data across the borough, including property inspections, and to subsequently undertake a comprehensive consultation for a minimum of ten weeks, has been estimated to require additional resources as detailed in Table 2;

- 8.2 From April 2015 Housing Services has taken back the management of the Council's housing stock, previously undertaken by Housing Hartlepool, and in addition are also developing the Council's Social Lettings Agency. These are both significant areas of additional work needing the full capacity of existing staffing resources within Housing Services.
- 8.3 The total required additional resources needed (as detailed in Table 2) cannot be met from Housing Services budgets and staffing resources and if Members wish to proceed with a comprehensive consultation exercise at this time, consideration will have to be given to source this funding from any departmental under spends or from reserves.

Table 2

| Activity | Estimated Costs | |
|--|---|----------------|
| Research, retrieval and analysis of all the required data covering the whole town for three years leading up to the commencement of the consultation | Previously delivered by Community Safety and Engagement at no cost to Housing Services budgets | |
| Land Registry reports and individual property checks | £5000 | £5,000 |
| Printing, Stationary and postage costs linked to consultation and implementation. | £15,000 | £15,000 |
| Stock condition survey based on a 10% sample of an estimated 4,000 homes at £70 per property inspection | Existing resources across teams may be able to carry out this work but would have to be diverted from existing duties | (£28,000) |
| Staffing costs to coordinate and complete consultation as prescribed by guidance | £34,000 | £34,000 |
| Preparation and presentation of consultation findings report | Existing resources may be able to support this element of the project from another team in the Council | (£15,000) |
| Total estimated funding required | Gross | £97,000 |
| | Net | £54,000 |

- 8.4 If Members wish to proceed with the consultation a request for funding of £54,000 will need to be submitted to Finance and Policy and then to full Council for consideration as part of the Medium Term Financial Strategy proposals for 2016/17. As Members will be aware the Council faces a forecast deficit for the next three years of £14.8m. Addressing this deficit will be extremely challenging and will have a significant impact on services provided by the Council. Therefore, the Council needs to carefully assess expenditure commitments, both recurring commitments and one off initiatives.
- 8.5 The first Selective Licensing designation in Hartlepool was in place from May 2009 until April 2014 and contributed to reduced levels of anti social behaviour and improved levels of competence and engagement from private landlords across the scheme. The second Selective Licensing designation, (6th July 2015 to 5th July 2020) has also seen the introduction of additional practical measures to complement the Selective Licensing designation:
- **Voluntary Landlord scheme** - Landlords are actively encouraged to become members of one of the national landlord organisations and will subsequently benefit from a package of tenancy management support and guidance.

- **General Register of Landlords** - In addition to the licensing and voluntary schemes work is also underway to develop a GRL to encompass all remaining landlords operating throughout the town. This register will allow us to regularly disseminate relevant housing related information, to ensure all landlords are kept fully informed of their legal obligations and raise awareness of any opportunities they may wish to take advantage of, in order to improve management practices across the private rented sector.
- 8.6 The initial workload and activity in the implementation of any Selective Licensing designation is largely administrative (ensuring compliance with the requirement to be licensed) however following the lessons learnt from the first designation this process has been significantly streamlined which will allow more resources to be focused on the effective enforcement of licence conditions. The Selective Licensing scheme will work very closely with all partner agencies and in particular the Joint Action Group and the Head of Community Safety in order to contribute and respond to identified ward priorities. Additionally the Selective Licensing Steering Group will also oversee and monitor the schemes implementation. The first meeting of the Steering Group is expected to take place in September when the membership and remit of the group will be developed.
- 8.7 Further targeted interventions will also be carried out throughout the Selective Licensing designation and surrounding streets in order to minimize any potential dispersal of problems into the surrounding areas. These interventions will include;
- **Targeted advice and guidance from the Community Safety Team –** The Community Safety Team will provide detailed advice and guidance to all residents in the area to ensure they know how to report any issues of concern, and to any perpetrators to ensure they understand the consequences of their anti social behavior. The Community Safety Team will also develop improved monitoring and sharing of information with the police, and will work closely with landlords and tenants to resolve any reported issues. Where this is unsuccessful and the landlord fails to engage the Selective Licensing team will consider enforcement action under the terms of the licence.
 - **Targeted advice and guidance from the Housing Services Team -** Landlords and managing agents operating within the area will be offered detailed advice and guidance to assist them in responding to potential management issues that are a cause for concern to the community. This means that any issue reported concerning a private sector property will result in the landlord or managing agent being contacted to provide them with advice and guidance on how to respond to the issue.
 - **Regular street inspections** - Regular street inspections will be carried out, and reviewed by all agencies linked to the JAG, in order to identify and respond to matters of concern, such as properties of poor external appearance, empty properties, etc.
 - **‘Empty Property Purchasing Scheme’** - This scheme aims to bring empty properties back into use and where the property is suitable the Council will consider acquiring empty properties by agreement so that the Council can refurbish in order to bring them back into use. To be eligible for this scheme the property must have been empty for at least 6 months.

- **‘Empty Home Leasing Scheme’** - The Empty Homes Lease Scheme is delivered by Housing Hartlepool, based on a grant/loan approach in order to undertake the refurbishment works necessary to return a property which has been empty for six months or more back into use. The Empty Homes Lease Scheme involves Housing Hartlepool organising any necessary refurbishment works and/or repair works to an empty property, the property would then be leased for a period of time to Housing Hartlepool (usually between 5 and 10 years).
- **Enforcement Powers** - Where complaints are unable to be resolved by negotiation the Council has a range of specific enforcement options available, which are set out in detail in [Housing Services Enforcement Policy](#) Section 4.

8.8 The impact of the second designation will be closely monitored and assessed before consideration can be given to the justification of any future schemes. Impact reports will be available from the Selective Licensing Steering Group on an annual basis; which can be used as evidence in order to consider the need for a third phase of Selective Licensing in the town

9. EQUALITY AND DIVERSITY CONSIDERATIONS

9.1 There are no equality or diversity implications for the purposes of this report

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

10.1 There are no Section 17 implications for the purposes of this report.

11. RECOMMENDATIONS

11.1 Members are asked to consider the information provided.

11.2 It is recommended that the impact of the second designation be closely monitored and assessed before further consideration is given to a third phase of Selective Licensing within the town.

11.3 If Members wish to undertake the work a request for funding of £54,000 will need to be submitted to the Finance and Policy Committee for consideration as part of the 2016/17 budget process and subsequent referral to full Council, if supported by the Finance and Policy Committee. Finance and Policy Committee and Council would also need to approve the gross cost of the work.

12. CONTACT OFFICER

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REGENERATION SERVICES COMMITTEE REPORT

28th August, 2015



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

Subject: STRATEGIC FINANCIAL MANAGEMENT REPORT – AS AT 30th JUNE, 2015

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 2015/16 forecast General Fund Outturn, 2015/16 Capital Programme Monitoring and provide details for the specific budget areas that this Committee is responsible for.

3.0 BACKGROUND AND FINANCIAL OUTLOOK

- 3.1 As detailed in the Medium Term Financial Strategy Report submitted to the Finance and Policy Committee on 29th June 2015 the Government will implement further cuts in funding for Councils in 2016/17 and future years. It is anticipated that these additional Government funding cuts will continue to have a disproportionate impact on Hartlepool, and other Councils, which are still more reliant on this funding and have higher levels of deprivation/demand for services. This position was reinforced in the Spending Review document published by the Government on 21st July 2015. Whilst this document did not provide any specific detail of the impact of the Spending Review on individual Government Departments, it did state that HM Treasury

- “is inviting government departments to set out plans for reductions to their Resources budgets. In line with the approach taken in 2010, the HM Treasury is asking departments to model two scenarios, of 25% and 40% savings in real terms, by 2019/20”.

- 3.2 The Spending Review document did not provide any detail of the phasing of the potential funding cuts over the next 4 years. On the basis of a 40% reduction being applied evenly across the next 4 years this equates to annual reductions of 10%, which is the current MTFS planning assumption, albeit that the MTFS

only covers 3 financial years. However, if the Government cuts are front loaded and/or have a greater disproportionate impact than in previous years the forecast 2016/17 budget deficit may increase.

- 3.3 The Spending Review also included Government proposals for a 1% Public Sector Pay cap for 4 years from 2016/17 and the phased implementation of a National Living Wage. Further information is needed to assess the financial impact on the MTFS forecasts, although an initial analysis suggests these changes will result in an additional budget pressure in 2017/18 and beyond.
- 3.4 The Government has stated that the Spending Review outcome will be published on 25th November 2015. This means that the Local Government Funding announcement is unlikely to be made until late December 2015, which makes financial planning for 2016/17 extremely challenging.
- 3.5 In view of the ongoing financial challenges and risks detailed in the previous paragraphs the Corporate Management Team will continue to adopt robust budget management arrangements during 2015/16 and as detailed in section 5 an underspend is forecast. This position will need to be managed carefully over the remainder of the financial year, particularly over the winter period where some services face their highest demand and therefore cost of providing services.
- 3.6 A review of reserves will also be completed and reported to Finance and Policy Committee in October. This review is unlikely to provide the same benefits as in previous years as existing reserves are aligned to specific risks or supporting the MTFS and Local Council Tax Support scheme. However, it is good financial practice to review reserves on an annual basis, as this demonstrates the purposes each reserve is held for and when it is planned the resources will be used.
- 3.7 The Finance and Policy Committee has also received a report on the outcome of the Power Station Rateable Value appeal and the significant reduction in retained Business Income for the Council. This issue is still being progressed with the Department for Communities and Local Government and a further report will be presented to a future meeting of the Finance and Policy Committee when more information is available.
- 3.8 The overall Financial Management report to the Finance and Policy Committee recommended that one-off resources achieved from the 2015/16 forecast outturn (which for planning purposes it is assumed will be achieved) and the reserves review are earmarked to manage the risks referred to earlier in the report. This will enable a strategy for using these uncommitted one-off resources to be developed as part of the MTFS, which will ensure these resources are used to underpin the Council's financial position.

4. REPORTING ARRANGEMENTS 2015/16

- 4.1 The availability and reporting of accurate and up to date financial information is increasingly important as future budget cuts are implemented and one-off resources are used up.

- 4.2 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.
- 4.3 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 report 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.

5. SUMMARY OF OVERALL COUNCIL FINANCIAL POSITION

- 5.1 As detailed earlier in the report an early assessment of the forecast 2015/16 outturn has been completed and this reflects action taken by the Corporate Management Team to achieve under spends to help address the significant financial challenges facing the Council over the next few years. Budget under spends are being achieved through a combination of robust management actions, including;
- holding posts vacant, which will help reduce the number of compulsory redundancies required to balance the 2016/17 budget;
 - achieving planned 2016/17 savings early; and
 - careful management of budgets to avoid expenditure where this does not have an adverse impact on services.
- 5.2 The latest report submitted to the Finance and Policy Committee on 28th August 2015 anticipated that there will be a forecast net under spend of between £669,000 and £889,000. The range reflects a small number of potential seasonal factors. As detailed in the report to Finance and Policy Committee it was recommended that the forecast net under spend is earmarked to help manage the financial risks referred to in section 3 and a strategy for using these one-off resources developed as part of the 2016/17 MTFS.

6. 2015/16 FORECAST GENERAL FUND OUTTURN – Regeneration Services Committee

- 6.1 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 | |
| 2,122 | Finance & Policy Committee | 0 | 0 | This area includes many trading operations which at this stage are expected to be on budget at year end. |
| 3,358 | Regeneration Committee - Core Services | (85) | (85) | This variance includes a favourable variance on Planning Income £160k and a reserve is proposed below to help meet the departmental savings target in 2016/17. This is offset by an adverse variance reported on the Hartlepool Maritime Experience relating to a potential shortfall on admissions income. |
| 0 | Regeneration Committee - Social Housing | (140) | (140) | Favourable variance of £140k relates to the planned contribution to the Major Repairs Reserve on Social Housing as identified in the business case. |
| 15,085 | Neighbourhoods Committee | (75) | (75) | Favourable variance of £60k on Passenger Transport relating to an underspend on demand led services. A favourable variance of £35k on Grounds Maintenance relating to vacant posts. This is offset by an adverse variance on Waste relating to possible additional disposal costs which may be incurred this year. |
| 20,565 | Total Regeneration & Neighbourhoods | (300) | (300) | |
| Creation of Reserves | | | | |
| 0 | Social Housing - Creation of Reserve | 140 | 140 | Contribution to the Major Repairs Fund in line with the approved business model for the Empty Homes Project. |
| 0 | Planning Reserve | 160 | 160 | Reserve created from additional income generated in 15/16 to help meet the departmental savings target in 2016/17. |
| 0 | Creation of Reserves Total | 300 | 300 | |
| 20,565 | Total Regeneration & Neighbourhood - Net of Reserves | 0 | 0 | |

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 | |
| (331) | Finance & Policy Committee | 0 | 0 | The latest projections on the Public Health Grant are based on a potential in year grant cut and a managed underspend in year will be used to offset any potential grant reductions in 15/16. |
| 413 | Regeneration Committee | 50 | 50 | The expected adverse variance relates to income pressures on Outdoor Markets as previously reported to Members. There are significant income pressures in the Sport and Recreation Service Area and performance against income targets will continue to be closely monitored each month. |
| 82 | Total Public Health | 50 | 50 | |

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

7. CREATION OF DEPARTMENTAL RESERVES

- 7.1 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.
- 7.2 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

8. CAPITAL MONITORING 2015/16

- 8.1 The 2015/16 MTFS set out planned capital expenditure for the period 2015/16 to 2016/17.
- 8.2 Expenditure against budget to the 30th June, 2015 for this Committee can be summarised in the following table and further details are provided in **Appendix B**.

| Department | 2015/16 Budget including Future Years £'000 | 2015/16 Budget £'000 | 2015/16 Actual to 30/06/15 £'000 | 2015/16 Remaining Expenditure £'000 | 2015/16 Re-phased Expenditure £'000 | 2015/16 Variance from Budget Adverse/ (Favourable) £'000 |
|---------------------------------|---|----------------------------|---|--|--|---|
| Regeneration and Neighbourhoods | 20,060 | 9,239 | 1,466 | 7,762 | 0 | (11) |
| Public Health | 411 | 321 | 130 | 191 | 0 | 0 |
| Total | 20,471 | 9,560 | 1,596 | 7,953 | 0 | (11) |

- 8.3 Appendix B shows a variance of £11,000 in relation to works on the Hartlepool Enterprise centre as a result of final account costs being less than estimated. The report to Finance and Policy Committee on 28th August includes the recommendation that this amount is transferred back to the Councils Capital Fund (CCF).

9. RECOMMENDATIONS

- 9.1 It is recommended that Members:-
- (i) note the report.

10. REASONS FOR RECOMMENDATIONS

- 10.1 To update the Members on the Committees forecast 2015/16 General Fund Revenue budget outturn and provide an update on the Capital Programme for 2015/16.

11. APPENDICES

Appendix A attached.
Appendix B attached.

12. BACKGROUND PAPERS

Medium Term Financial Strategy Report - Council 18th December 2014.
Medium Term Financial Strategy Report Update Report – Finance and Policy Committee 29th June 2015
Quarter 1 Strategic Financial Management Report – Finance and Policy Committee 18th August, 2015

13. CONTACT OFFICERS

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REVENUE FINANCIAL MONITORING REPORT FOR FINANCIAL YEAR 2015/16 as at 30th June, 2015

BUDGETS MANAGED BY THE DIRECTOR OF REGENERATION AND NEIGHBOURHOODS

| Approved 2015/2016 Budget £'000 | Description of Service Area | JUNE | | Director's Explanation of Variance |
|---|--|---|--|--|
| | | Projected Outturn Variance - Adverse/ (Favourable) Worst Case £'000 | Projected Outturn Variance - Adverse/ (Favourable) Best Case £'000 | |
| | | | | |
| Regeneration Committee - Core Services | | | | |
| 20 | Archaeology Services | 0 | 0 | |
| 48 | Community Centres | 0 | 0 | |
| 398 | Cultural Services | 85 | 85 | The variance relates to a shortfall on admissions income at the Hartlepool Maritime Experience and a possible shortfall on income associated with functions. |
| 1,052 | Libraries | 0 | 0 | |
| 0 | Renaissance in Regions | 0 | 0 | |
| (25) | Building Control | 100 | 80 | Projections reflect the volatile nature of external income in this area. Any variance is expected to be covered by the Income Shortfall Reserve in 2015/16 (see Reserves below). |
| 0 | Building Control - release of Corporate Income Shortfall Reserve as per the MTFS | (100) | (80) | Release of Reserve (see above). |
| 217 | Planning Services | (160) | (160) | Projections are always difficult owing to the volatile nature of external income in this area and a large proportion of the income is dependant on fees from large schemes. Projections at this stage assume some large scale developments in 2015/16. The creation of a reserve is proposed below to help meet the departmental savings target in 2016/17. This is reflected within the separate savings report to Regeneration Services Committee. |
| 586 | Housing Services | 0 | 0 | |
| 0 | CADCAM | 0 | 0 | |
| 869 | Economic Regeneration | 0 | 0 | |
| (20) | Economic Regeneration - External Funding | 0 | 0 | A number of grant funded schemes are ending in 2015/16 and we are awaiting confirmation of the final position . This may result in a favourable variance on this service area by year end. |
| 213 | Heritage & Countryside | (10) | (10) | |
| 3,358 | Regeneration Committee - Core Services Sub Total | (85) | (85) | |
| Regeneration Committee - Social Housing | | | | |
| 0 | Social Housing | (140) | (140) | This variance will be transferred into the Major Repairs Reserve in line with the approved Business model for this scheme to fund the cost of future Repairs and Maintenance on the housing stock. |
| 0 | Regeneration Committee - Social Housing Sub Total | (140) | (140) | |
| 3,358 | Regeneration & Neighbourhoods Total - before reserves | (225) | (225) | |
| Creation of Reserves | | | | |
| 0 | Social Housing | 140 | 140 | Contribution to the Major Repairs Fund in line with the approved business model for the Empty Homes Project. |
| 0 | Planning Reserve | 160 | 160 | Reserve created from additional income generated in 15/16 to help meet the departmental savings target in 2016/17. |
| 3,358 | Regeneration and Neighbourhoods Total - Net of Reserves | 75 | 75 | |

PLANNED USE OF RESERVES

The above figures include the 2015/2016 approved budget along with the planned use of Departmental Reserves created in previous years.
The details below provide a breakdown of these reserves

| Approved 2015/2016 Budget £'000 | Description of Service Area | Planned Usage 2015/2016 £'000 | Variance Over/ (Under) £'000 | Director's Explanation of Variance |
|---|-------------------------------|---|--|---|
| Regeneration Committee | | | | |
| 0 | Baden Street | 6 | 6 | This variance relates to the profile of expenditure over years. |
| 25 | Selective Licensing | 25 | 0 | |
| 65 | Business Grants | 65 | 0 | |
| 100 | Economic Regeneration Schemes | 33 | (67) | This variance relates to the profile of expenditure over years. |
| 125 | Local Plan | 125 | 0 | |
| 0 | Building Control | 100 | 100 | This variance relates to the profile of expenditure over years. |
| 25 | NEPO | 25 | 0 | |
| 340 | Total | 379 | 39 | |

BUDGETS MANAGED BY THE DIRECTOR OF PUBLIC HEALTH

| Approved 2015/2016 Budget £'000 | Description of Service Area | Projected Outturn Variance - Adverse/ (Favourable) Worst Case £'000 | Projected Outturn Variance - Adverse/ (Favourable) Best Case £'000 | Director's Explanation of Variance |
|---|--------------------------------|---|--|---|
| Regeneration Committee | | | | |
| Public Health General Fund | | | | |
| 2 | Environmental Protection | 0 | 0 | |
| (89) | Environmental Standards | 50 | 50 | Adverse variance relates to a potential shortfall in income from Markets. |
| 500 | Sports & Recreation Facilities | 0 | 0 | Quarter 1 is very early to predict an outturn however there are significant income pressures on this service area. Actual performance against income targets will be closely monitored each month and an update will be provided by the end of quarter 2. |
| 413 | Regeneration Sub Total | 50 | 50 | |
| 413 | Public Health Total | 50 | 50 | |

BUDGETS MANAGED BY THE DIRECTOR OF REGENERATION & NEIGHBOURHOODS

| Project Code | Scheme Title | BUDGET | | EXPENDITURE IN CURRENT YEAR | | | | | Type of Financing | 2015/16 COMMENTS |
|--------------|---|--|---------------------------------|---|---|---|--|---|-------------------|--|
| | | A 2015/16 and Future Years Budget £'000 | B 2015/16 Budget £'000 | C 2015/16 Actual as at 30/06/15 £'000 | D 2015/16 Expenditure Remaining £'000 | E Expenditure Rephased into 2016/17 £'000 | F (C+D+E) 2015/16 Total Expenditure £'000 | G (F-B) 2015/16 Variance from Budget £'000 | | |
| 7218 | Housing - Disabled Facility Grants | 653 | 653 | 102 | 551 | 0 | 653 | 0 | MIX | |
| 7220 | Housing - Private Sector Grants | 37 | 37 | 0 | 37 | 0 | 37 | 0 | MIX | Although the recurring funding for this budget ended 2010/11, the remaining balance has been for 'home plus' grants for essential repairs/works to enable vulnerable owner occupiers to remain in their homes. Any refunds arising from charges on property have been recycled back into this budget, which has resulted in a £8k increase this year. |
| 8155 | Housing - Preventing Repossession | 20 | 20 | 0 | 20 | 0 | 20 | 0 | GRANT | The actual timing of expenditure is demand led according to cases meeting the criteria. |
| 8326 | Housing - Baden Street Project | 23 | 23 | 4 | 19 | 0 | 23 | 0 | MIX | The use of the remaining budget is dependent on whether the remaining landlord opts for this scheme or the Empty Property Leasing scheme operated by Housing Hartlepool. |
| 8446 | Housing - Empty Homes Phase 1 | 407 | 407 | 49 | 358 | 0 | 407 | 0 | MIX | Early indications are that the scheme will be delivered without using the contingency budget as a result of careful project management and delivery by in-house teams to keep total costs below the target average of £55k per unit. A full evaluation is underway which also look at the impact of voids, additional major repairs required and the Governments rent reductions. |
| 8786 | Housing - Tanfield New Homes Purchase | 128 | 128 | 0 | 128 | 0 | 128 | 0 | MIX | Relates to final payment for the 3 new build homes purchased. |
| 8795 | Housing - Empty Home Phase 2 | 4,020 | 978 | 269 | 709 | 0 | 978 | 0 | MIX | Continuation of this scheme will be dependent on whether the DCLG either grants exemption from reopening the HRA or approves a borrowing limit in line with the planned funding of this scheme. An additional amount of £123,500 for the renovation of the former Andersons Bakery funding by Section 106 was approved by the Council on 6th August, 2015. |
| 8799 | Housing - Major Repairs | 30 | 30 | 30 | 0 | 0 | 30 | 0 | RCCO | Expenditure to date relates to refurbishment costs of void properties. In future this budget will increased to reflect the annual Major Repairs programme for all housing stock. Prior to this a full condition survey is to be undertaken in order to establish and develop this programme. |
| 8805 | Housing - Raby Road Site Bungalow New Build | 1,586 | 1,586 | 0 | 1,586 | 0 | 1,586 | 0 | MIX | Relates to final payment for the 7 units on the Raby Road former HMR site and additional 14 units approved by Council on 6th August, 2015. |
| HMR | Housing - North Central Hartlepool Housing Regeneration | 1,677 | 1,677 | 260 | 1,417 | 0 | 1,677 | 0 | MIX | The Council has successfully acquired 'by agreement' all but 14 properties on the site. The results in a saving on property purchase costs, but increases the cost of demolition. As reported to the Regeneration Committee on 31st July, 2015, Developers have been invited to tender for the development inclusive of undertaking the demolition. An appraisal of the options, including the Council demolishing the site itself will be presented to members for consideration when tenders have been received. |

BUDGETS MANAGED BY THE DIRECTOR OF REGENERATION & NEIGHBOURHOODS

| Project Code | Scheme Title | BUDGET | | EXPENDITURE IN CURRENT YEAR | | | | | Type of Financing | 2015/16 COMMENTS |
|--|--|--|---------------------------------|---|---|---|--|---|-------------------|--|
| | | A 2015/16 and Future Years Budget £'000 | B 2015/16 Budget £'000 | C 2015/16 Actual as at 30/06/15 £'000 | D 2015/16 Expenditure Remaining £'000 | E Expenditure Rephased into 2016/17 £'000 | F (C+D+E) 2015/16 Total Expenditure £'000 | G (F-B) 2015/16 Variance from Budget £'000 | | |
| 8308 | Morrison Hall Loan to NDC Trust | 370 | 370 | 312 | 58 | 0 | 370 | 0 | UDPB | Loan to help match fund the renovation of the building into rented units, with HCA funding. |
| 7530 | Developers Contributions (Section 106) | 179 | 179 | 0 | 179 | 0 | 179 | 0 | GRANT | There are currently proposals to use £320k on housing related schemes such as the Raby Road Bungalows and Andersons Bakery empty properties, which have been reported to members for approval. This will also depend on whether the Council is able to proceed with the borrowing required by these schemes, which could be limited if the Government requires the HRA to be reopened. |
| 8591 | Coast Protection - Headland Town & Block Sands | 9,489 | 2,000 | 9 | 1,991 | 0 | 2,000 | 0 | MIX | Scheme to upgrade key coastal structures on the Headland Walls and Block Sands as per Council report 21st July 2014. Current budget is based on the latest estimated profile of spend. |
| 8444 | Coast Protection - Town Wall Strengthening | 899 | 899 | 396 | 503 | 0 | 899 | 0 | GRANT | Environment Agency (EA) Funded, expected completion October 2015. |
| 8445 | Coast Protection - Seaton Carew | 12 | 12 | 0 | 12 | 0 | 12 | 0 | GRANT | EA Funded. Scheme complete, only retentions are outstanding. |
| 8578 | Coast Protection - South Management Unit Study | 34 | 34 | 0 | 34 | 0 | 34 | 0 | GRANT | EA Funded. Work ongoing. |
| 8394 | Library Improvements | 21 | 21 | 0 | 21 | 0 | 21 | 0 | RCCO | Proposals for the future use of the budget are included within the 'Review of the Library Service' report to Regeneration Services Committee. |
| 8536 | Theatre Booking System | 1 | 1 | 0 | 1 | 0 | 1 | 0 | GRANT | Remaining grant to be used on new ticket printing machine. |
| 8580 | Hartlepool Enterprise Centre (HEC) Building Improvements | 14 | 14 | 0 | 3 | 0 | 3 | (11) | UCPB | The actual overall cost of the scheme, which was composed of various components, was less than the estimate used at time of setting the budget for this scheme. The underspend will be returned to the CCFT pot. |
| 8831 | Manor House Purchase | 25 | 25 | 0 | 25 | 0 | 25 | 0 | RCCO | As approved by F&P on 23rd March, 2015. |
| 9008 | Church Street - Hartlepool Vision | 402 | 112 | 30 | 82 | 0 | 112 | 0 | MIX | Profile assumes the amount set aside to match fund the Heritage Lottery Fund and Local Growth Fund bids for Church Street will be spent in 2016/17. |
| GRT | Grants to Businesses | 5 | 5 | 5 | 0 | 0 | 5 | 0 | UCPB | |
| 8429 | Adult Education - Replace IT | 11 | 11 | 0 | 11 | 0 | 11 | 0 | GRANT | Budget to be used to fund work as part of conditions of lease. |
| 8429 | Adult Education - Accommodation | 17 | 17 | 0 | 17 | 0 | 17 | 0 | GRANT | Budget to be used to fund work as part of conditions of lease. |
| Regeneration & Neighbourhoods Sub Total | | 20,060 | 9,239 | 1,466 | 7,762 | 0 | 9,228 | (11) | | |

BUDGETS MANAGED BY THE DIRECTOR OF PUBLIC HEALTH

| Project Code | Scheme Title | BUDGET | | EXPENDITURE IN CURRENT YEAR | | | | | Type of Financing | 2015/16 COMMENTS |
|-------------------------------------|---------------------------------|--|---------------------------------|---|---|---|--|---|-------------------|---|
| | | A 2015/16 and Future Years Budget £'000 | B 2015/16 Budget £'000 | C 2015/16 Actual as at 30/06/15 £'000 | D 2015/16 Expenditure Remaining £'000 | E Expenditure Rephased into 2016/17 £'000 | F (C+D+E) 2015/16 Total Expenditure £'000 | G (F-B) 2015/16 Variance from Budget £'000 | | |
| 8103 | Swimming Scheme | 60 | 60 | 6 | 54 | 0 | 60 | 0 | MIX | Scheme being drawn up to improve interior of pool hall at Mill House Leisure Centre. |
| 8452 | Carlton Disabled WC | 2 | 2 | 0 | 2 | 0 | 2 | 0 | MIX | To be used as match funding in future grant bid for additional work required |
| 7992 | Junior Football Pitches | 26 | 26 | 0 | 26 | 0 | 26 | 0 | MIX | To be used as part of a necessity to replace the carpet for the 3G pitch at Grayfields |
| 8408 | Mill House - Equipment Purchase | 12 | 12 | 3 | 9 | 0 | 12 | 0 | MIX | Residual expenditure in relation to pipe work. Any balance will be used to fund future major repairs. |
| 8689 | Brierton Sports Fields | 220 | 130 | 79 | 51 | 0 | 130 | 0 | MIX | Part funded by Sport England. Approx 60% of the overall budget expected to be completed in the current year. |
| 8635 | Brierton 3G Pitch | 50 | 50 | 42 | 8 | 0 | 50 | 0 | GRANT | Funding is 97% from Football Foundation. Work on 3G pitch is complete. Works on CCTV to be completed this year. |
| 8409 | Sport & Youth Improvements | 41 | 41 | | 41 | 0 | 41 | 0 | MIX | To be used as match funding in future grant bid for additional work required at Brierton |
| Public Health Sub Total | | 411 | 321 | 130 | 191 | 0 | 321 | 0 | | |
| Regeneration Committee Total | | 20,471 | 9,560 | 1,596 | 7,953 | 0 | 9,549 | (11) | | |

Key

RCCO Revenue Contribution towards Capital
MIX Combination of Funding Types
UCPB Unsupported Corporate Prudential Borrowing
SCE Supported Capital Expenditure (Revenue)

GRANT Grant Funded
CAP REC Capital Receipt
UDPB Unsupported Departmental Prudential Borrowing
SPB Supported Prudential Borrowing

REGENERATION SERVICES COMMITTEE

28th August 2015



Report of: Assistant Director (Regeneration)

Subject: ESF ADDITIONAL FUNDING OPPORTUNITIES

1. TYPE OF DECISION/APPLICABLE CATEGORY

1.1 Report for information only.

2. PURPOSE OF REPORT

2.1 The purpose of this report is to inform Members of the forthcoming opportunity to seek additional funding from the Skills Funding Agency (SFA) European Social Fund (ESF) for the delivery of four additional projects.

3. BACKGROUND

3.1 On the 10th June 2015 the SFA notified their intention to invite tenders from providers for additional new ESF funded projects.

3.2 The SFA noted that there are likely to be four new tenders which will be open for procurement in the next few months with a date for publication yet to be determined.

3.3 The titles of the four possible tenders are:-

- Support programmes for young people
- Programmes for the unemployed
- Skills support for the workforce
- Skills support for employers

3.4 The title of these possible new tenders are similar to projects which have already existed within Hartlepool e.g. Tees Valley Workforce Skills which has been a successful project delivering skills support for the workforce. It is anticipated that once these tenders are released staff within the Council will be able to lead on submissions for Tees

Valley projects building on successful previous projects in several of the areas noted.

- 3.5 To date there are no details of the amount of funding available or the likely specifications of the tenders. These may start to be released in July / August and will appear over the next few months.

4. FINANCIAL IMPLICATIONS

- 4.1 As all of these projects will be fully funded from the SFA so there are no financial implications or risk for the Lead Authority.

5 STAFFING CONSIDERATIONS

- 5.1 If the bids are successful and the funding is allocated there will be a need to recruit additional staff to manage all projects. The level of staffing will be determined when the results of the tenders is known.

6. EQUALITY AND DIVERSITY CONSIDERATIONS

- 6.1 There are no Equality and Diversity considerations in relation to this report.

7 SECTION 17 OF THE CRIME AND DISORDER ACT 1998 CONSIDERATIONS

- 7.1 There are no Crime and Disorder considerations in relation to this report.

8. RECOMMENDATIONS

- 8.1 Members are recommended to note the contents of this report.
- 8.2 A further report will be submitted to Regeneration Services Committee once the tenders have been released.

9. REASONS FOR RECOMMENDATIONS

- 9.1 The main reason for the recommendations are that the additional funding opportunities for the tenders will complement and extend the existing projects and provide residents with additional opportunities.

10 BACKGROUND PAPERS

10.1 There are no background papers to date.

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REGENERATION SERVICES COMMITTEE



Report of: Director of Public Health

Subject: QUARTERLY UPDATE REPORT FOR PUBLIC PROTECTION

1. TYPE OF DECISION/APPLICABLE CATEGORY

This report is for information.

2. PURPOSE OF REPORT

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

3. BACKGROUND

- 3.1 The Public Protection service consists of three discrete teams: Commercial Services, Environmental Protection and Trading Standards & Licensing.
- 3.2 The Commercial Services Team carries out inspections, complaint investigations and sampling to ensure that food is safe and fit to eat and that workplaces are safe.
- 3.3 The Environmental Protection Team is involved with noise and pollution related matters as well as providing a comprehensive service for pest control and managing and promoting the open market.
- 3.4 The Trading Standards & Licensing Team ensures that the business sector complies with a wide range of trade and consumer legislation. The team also issues and carries out enforcement relating to a large variety of licences, including Alcohol, Entertainment, Takeaways, Taxis, Gambling and Fireworks.
- 3.5 This report provides an update on performance and progress across key areas of the Public Protection service for 2014/15.

4. OUTLINE OF WORK

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

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

5. PROGRAMMED WORK

5.1 The majority of the work programmed for 2014/15 for the Food, Health & Safety at Work and Trading Standards service areas is detailed in their respective service plans.

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

| Interventions | Q1 | Q2 | Q3 | Q4 | Total |
|----------------------|-----------|-----------|-----------|-----------|--------------|
| Food Hygiene | 62 | 94 | 70 | 120 | 346 |
| Food Standards | 36 | 56 | 45 | 110 | 247 |
| Feed Hygiene | 2 | 0 | 11 | 1 | 14 |
| Animal Health | 2 | 0 | 3 | 3 | 8 |
| Health & Safety | 48 | 42 | 43 | 112 | 245 |
| Trading Standards | 16 | 53 | 21 | 155 | 245 |
| Licensing | 15 | 17 | 21 | 43 | 96 |
| Prescribed Processes | 0 | 0 | 0 | | 0 |
| Smoke Free | 69 | 110 | 88 | 209 | 476 |

SAMPLING

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

| Sample Details | Q1 | Q2 | Q3 | Q4 | Total |
|--------------------------------------|-----------|-----------|-----------|-----------|--------------|
| Microbiological Water * | 56 | 48 | 46 | 44 | 194 |
| Microbiological Food & Environmental | 40 | 100 | 75 | 59 | 274 |
| Food Labelling & Composition | 9 | 13 | 64 | 24 | 110 |

| | | | | | |
|----------------|---|---|---|---|----|
| Water Chemical | 6 | 3 | 4 | 4 | 17 |
|----------------|---|---|---|---|----|

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

- 5.4 The Tees Valley Authorities have been successful in their bid to receive funding as part of the Food Standards Agency National Coordinated Food sampling Programme 2014 -15.
- 5.5 During the fourth quarter we participated in national studies focusing on hygiene and food safety in takeaway premises, with a Food Hygiene Rating of '3' or less and also premises preparing sandwiches. Swabs, cleaning cloths and a variety of hot and cold samples were examined. The results were generally satisfactory.

Where unsatisfactory results were obtained, advice was given on matters including correct cleaning practices and re-samples were taken.

Samples of raw meat mince and burgers were sampled as part of the FSA funded survey. One product was a raw lamb burger that contained beef. Advice was given to the food business operator relating to cross contamination during production of the product.

Samples of imported dried fruit were also analysed for the presence of heavy metals. All samples were satisfactory.

A number of take away meals were submitted for nutritional analysis as part of the Council's Takeaway project.

PROJECTS

- 5.6 The following projects are being carried out this year.
- **No Cold Calling:** Officers have now distributed over 2000 'No Cold Calling' Stickers to residents who do not want to be pestered by doorstep traders when at home.
 - **Underage Sales Project:** During 2014/2015 Trading Standards undertook a project to work alongside off-licensed premises to ensure staff were fully aware of underage sales legislation and the techniques to prevent underage sales occurring.
A training pack was developed which included a questionnaire to test the knowledge of shop management and staff.
50 Hartlepool premises were visited by Trading Standards Officers and staff attempted the questionnaire. Officers are continuing to work with those premises where areas of improvement were identified and further premises will be visited during 2015/16.
 - **Tobacco Control:** On 6th April 2015 new tobacco control legislation came into force effectively banning the display of cigarette packets in all retail premises. Cigarettes and other tobacco products must now be 'hidden' from view with only a price list on public display.

Trading Standards Officers visited over 100 premises to ensure that they were aware of the changes and to give advice on how the new law could be complied with.

Feedback from businesses was good, with a good knowledge of how they would be affected by the new law and with most having plans in place to ensure compliance. Needless to say, it would appear that the tobacco industry itself had been working hard to ensure that retailers were sufficiently equipped to ensure that they could continue to sell tobacco products uninterrupted.

- **Takeaways:** Ongoing work continues in relation to the provision of hot food takeaways in Hartlepool, with regular meetings now held with the Planning Department. All the relevant hot food takeaways in Hartlepool have now been identified and mapped, with the intention of developing planning policy to cover future provision of takeaways in the town.
- **Regional Study of Waste Food in Small Retail Outlets** Food businesses are under increased pressure to reduce waste due to factors of cost and restrictions on waste going to landfill. It is a common business model for wholesalers, distributors and producers to offer food to small retail outlets on a sale or return basis.

A study carried out in London by the Association of London Environmental Health Managers, found that out of date food was being collected from shops and sold into the animal feed chain. The Food Standards Agency (FSA) decided to fund research to see whether this practice took place in the rest of England. The NETSA group submitted a successful bid to carry out the work in the Northern region and Hartlepool participated in the survey.

The survey showed that out of 300 premises contacted 46% stocked some sale or return food, with it being particularly prevalent in corner shops and petrol stations. The types of food involved ranged from short shelf life products such as sandwiches and meat pies to long shelf life products such as cakes and biscuits.

A traceability exercise was carried out looking at a sample of these premises to determine the volume and type of food sold on a sale or return basis and what happened to the returned food. It was found that the volume of food varied greatly from just a few items returned each day, to much larger amounts. There were a number of businesses that operated a regional wide sale or return system (none of these operated in Hartlepool) and most companies sent their returned food for landfill disposal.

The exceptions were:

1. A company sold returned cakes, biscuits and confectionary at a market at reduced cost.
2. A company sent food returns to be turned into a waste derived fuel.
3. A company had food collected to be used on a local farm. This included sandwiches containing meat. This practice was stopped immediately and

the farmer is under investigation for offences under the Animal By-Product Regulations.

Overall, it was found that there was no regional organisation or collection of sale or return food being used for animal feed within the NETSA region. Only a very small amount of food was being used for recycling into bio fuels. A recommendation of the survey was that further work be carried out which would extend beyond the NETSA region.

REACTIVE WORK

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

| Number of Complaints by Service Area | Q1 | Q2 | Q3 | Q4 | Total |
|--------------------------------------|-----|-----|-----|-----|-------|
| Food | 23 | 23 | 16 | 19 | 81 |
| Health & Safety at Work | 14 | 15 | 10 | 11 | 50 |
| Pest Control - Rats | 181 | 156 | 170 | 201 | 708 |
| Pest Control - Mice | 18 | 18 | 24 | 26 | 86 |
| Pest Control - Insects/other pests | 145 | 384 | 88 | 30 | 647 |
| Noise | 148 | 257 | 100 | 72 | 577 |
| Air Pollution | 28 | 46 | 20 | 15 | 109 |
| Trading Standards | 114 | 138 | 78 | 62 | 392 |
| Accident Notifications | 17 | 24 | 23 | 8 | 72 |
| Licensing | 2 | 4 | 4 | 14 | 24 |
| Infectious Disease Notifications | 41 | 73 | 42 | 18 | 174 |

- Cowboy Builders Pay Up:** Following a long, complex and extensive investigation, a Middlesbrough trader has agreed to compensate two elderly Hartlepool residents who had been conned into having a variety of building work that was either not required or had been poorly done. Compensation of £24,800 has been paid and the three individuals associated with the trader have all signed legal undertakings that will ensure such illegal practices do not happen again.
- Mis-sold Solar Panels:** An elderly Hartlepool consumer who was mis-sold solar panels for her property has now been told she does not have to repay the loan she had to take out to buy them. Following a cold call to her house, the lady was told that solar panels would 'pay for themselves' and she agreed to a loan totalling £15,720. Subsequently it was discovered that the income generated from the panels was significantly less than she had been promised and, as such, she could not afford the repayments of the loan.

Trading Standards officers reminded the credit company that they were legally responsible for the promises made by the salesman and, as a consequence, the credit company agreed to write off the debt of over £15,000 and the lady was allowed to retain her solar panels.

- **Water leaks in schools:** During the six-month period Oct-March a number of schools within Hartlepool suffered disruptions to their water supplies, in some cases resulting in temporary closures of the schools. This unexpected run of leaks may be due to the ageing nature of the pipework in many of our schools. In each case post-repair sampling was undertaken before the water supply could be used again. In a number of these cases bottled water was supplied for use within the schools while the repair was carried out. In all of these cases we worked closely with Hartlepool Water and the repair teams operating on the ground to ensure a swift and safe resumption of supply.

7. LICENSING

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

| Number of Licenses / Permits Issued | Q1 | Q2 | Q3 | Q4 | Total |
|---|-----|-----|-----|-----|-------|
| HC / PH - Drivers | 117 | 107 | 134 | 123 | 481 |
| HC / PH - Vehicles | 87 | 109 | 133 | 72 | 401 |
| Operators Licenses | 2 | 0 | 3 | 0 | 5 |
| New Licensing Act Applications | 4 | 4 | 7 | 4 | 19 |
| Licensing Act - Variations | 4 | 1 | 5 | 0 | 10 |
| Licensing Act - Personal licenses | 20 | 6 | 11 | 20 | 57 |
| Licensing Act - Temporary Events Notice | 27 | 29 | 49 | 36 | 141 |
| Licensing Act (Other) | 18 | 26 | 24 | 27 | 95 |
| Street Trading applications | 8 | 8 | 12 | 7 | 35 |
| Other | 2 | 7 | 8 | 3 | 20 |

8 ENFORCEMENT

- 8.1 During this period Six prohibition notices and one improvement notice were served under the Health & Safety at Work Act 1974.

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

- 9.1 There are no implications under Section 17.

10. RECOMMENDATIONS

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

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

- 11.1 There are no appendices to this report

12. BACKGROUND PAPERS

- 12.1 There are no background papers

13. CONTACT OFFICER

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REGENERATION SERVICES COMMITTEE

28th August 2015



Report of: Assistant Director (Regeneration)

Subject: QUARTERLY REPORT – ADULT EDUCATION

1. TYPE OF DECISION/APPLICABLE CATEGORY

1.1 For information only.

2. PURPOSE OF REPORT

2.1 The purpose of the report is to update members about the work of the Adult Education service.

3. BACKGROUND

3.1 This report provides an update on the activities of the Adult Education service from the beginning of the academic year 2014-2015 until the end of July 2015.

4. KEY ACTIVITIES

4.1 The service has 2 main areas of work. These are to provide access to vocational training opportunities for any adult and to provide a range of non accredited 'First step' opportunities

4.2 The vocational programmes include the delivery of national qualifications such as NVQ and GCSEs and also access to Apprenticeships.

4.3 The First step opportunities include such things as Family Learning, Employability Skills and access to cultural programmes.

4.4 In addition to the main core of learning programmes the service has a number of targeted initiatives designed to support particular groups. These are described below

4.5. Tees Valley Workforce Skills.

- 4.5.1 Since July 2013 the service has been managing a Tees wide ESF project to engage employees in workforce development.
- 4.5.2 The project is a partnership between all the Teesside local authorities and involves both the Regeneration teams and the Adult Education services of all 5 authorities.
- 4.5.3 A grant of £3,573,396 was awarded for a 2 year project. In the first year the project has created 9 new jobs. To date it has engaged with 873 employers and delivered a range of training programmes to 4078 employees.
- 4.5.4 The training is being delivered by a range of partners including local Authority Adult Learning services, colleges, training providers and HBC Health and Safety team.

4.6 Move into Work

- 4.6.1 The Move into Work programme provides a range of opportunities to support unemployed adults back into learning and work.
- 4.6.2 A key aspect of this programme is the good links that have been set up with the local job centre who refer many individuals to the opportunities on offer. In particular the service has delivered ICT for job search and English and Maths programmes at the request of the job centre specifically for their clients.
- 4.6.3 Unemployed adults can also access regular workshops on useful skills such as CV writing and interview skills. Adults are also offered the opportunity to gain valuable volunteering experience or to participate in Traineeships and move onto Apprenticeships where possible.
- 4.6.7 The Move into Work programme also offers support and a drop in facility where anyone can search for jobs. If requested adults can speak to an adviser on a 1.1 basis to access further support for job applications.

4.7 Volunteer Hartlepool

- 4.7.1 Part of the work of the service is to manage the Volunteer Hartlepool website. This was set up as a partnership between the Council's community services and is used as a tool to signpost volunteers.
- 4.7.2 The service continues to work with other voluntary agencies to place those adults who may wish to volunteer. This could be for fun or more often they use it as a way to gain experience to re enter the employment market.

- 4.7.3 The service has supported 93 individuals who have contacted the service regarding volunteering opportunities. 53 of these have taken up placements and 15 have entered employment and 33 have entered further training as a result. Within Adult Education, 13 individuals have volunteered within the service and of these, 8 have gone onto employment.

5. KEY ACHIEVEMENTS

- 5.1 The table below shows some of the key achievements for the service during the last year. The chart compares the last year with the previous year

| | 13/14 | 14/15 |
|-------------------------------------|------------|------------|
| Total Enrolments | 3356 | 4931 |
| Total New Enrolments | 2634 (78%) | 4178 (85%) |
| Total on Skills Courses | 1068 | 976 |
| Total on English and Maths | 263 | 245 |
| Tees Valley Workforce Skills Starts | 807 | 3342 |
| Apprentices Trained | 9 | 10 |
| Total on 16-18 Programmes | 57 | 47 |
| Retention | 97% | 98% |
| Attendance | 87% | 86% |
| Overall Student Satisfaction | 97% | 98% |
| Declared Job Outcomes | 38 | 38 |
| Volunteers Supported | 148 | 93 |
| Full Cost Provision | 267 | 179 |

6. OTHER KEY OUTCOMES

- 6.1 In June the service was reassessed against the Matrix standards for Information Advice and Guidance. The service passed the standards required and now has the Matrix quality mark.
- 6.2 The service has recently updated its ICT facilities to include wireless internet access and the use of mobile tablet devices to make it easier for learners to access on line learning. The service can also now utilise social media to communicate with learners via the use of Facebook.
- 6.3 For the coming academic year the service is in the process of updating its marketing materials including the website in order to attract more learners.
- 6.4 This year has seen the introduction on Distance Learning opportunities. This has proved very successful particularly for employers where

absence from the 'job' to learn is sometimes difficult. To date 134 learners have participated in this type of learning.

- 6.5 A new introduction for this year has been the delivery of a Health and Safety qualification for the unemployed. This has been in conjunction with the Economic Development team. It was designed to allow the learners to gain the required qualification before progressing onto completing the Construction Skills Certification Scheme site safety qualification which will allow them to obtain employment in the construction industry. To date 207 have undertaken this qualification and officers are in the process of following up those learners to determine how many have since acquired employment.

7. FINANCIAL IMPLICATIONS

- 7.1 The service is fully funded by the Skills Funding Agency, Education Funding Agency and other sources so there are no funding implications for the Council. The allocations which are received are subject to the successful delivery of learning outcomes.

8 EQUALITY AND DIVERSITY CONSIDERATIONS

- 8.1 The service regularly carries out analysis of its provision to ensure that it is providing equality of opportunity and is fully accessible by all. 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 Members are recommended to note the contents of this report.

11. REASONS FOR RECOMMENDATIONS

- 11.1 To ensure that members are informed of the activities of the Adult Education service in the last academic year.

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REGENERATION SERVICES COMMITTEE

28th AUGUST 2015



Report of: Assistant Director (Regeneration)

**Subject: QUARTERLY BUILDING CONTROL REPORT
APRIL - JUNE 2015**

1. TYPE OF DECISION/APPLICABLE CATEGORY

1.1 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, for the first quarter of 2015/16.

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 for the first quarter of 2015/16.

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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 within 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 first quarter of 2015/16 is 84% (a small increase on the same period last year) which is well above the national average of around a 60% share.
- 5.4 The Council's Building Control Service actively markets itself in this competitive market and earns fees by professionally appraising submitted applications to ensure they comply fully with the Building Regulations. In addition to the plan appraisal element the Council's Building Control Service as part of the process and its fee earning risk, assesses the appraised projects and carries out suitable inspections on site through to the completion of work.
- 5.5 The Building Control team deals with all types of applications from small single storey domestic extensions to multi million pound commercial developments and schools. The Council must cover all costs of the provision of this fee earning work but cannot make a profit on such work.
- 5.6 As well as the fee earning element the Building Control service is responsible for all enforcement issues in relation to Building Regulations. The Council is responsible for enforcing the Building Regulations as private building control bodies cannot. This enforcement can cover unauthorised work 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 April to June 2015 was 97 (102 for the same period last year). These applications brought in a total fee income of £15,764.21 (unfortunately this was down on the £19,835.55 for the same period last year)
- 6.3 The total number of new individual building work starts for April to June 2015 was 89 (97 for the same period last year). These starts will bring in a further fee income of £30,851.71 (this was well in excess of the £21,557.22 for the same period last year)
- 6.4 The total number of inspections carried out by surveyors for April to June 2015 was 608 (678 for the same period last year).
- 6.5 As part of service improvements and to keep up with customer demand officers have retained the morning inspection period starting at 9am. This is now allowing the team to carry out the booked morning inspections. This however remains a balancing act against site inspections and plan appraisals and this will be monitored in relation to customer service requirements, following the reduction in staffing as a consequence of previous budget savings.
- 6.6 For the period April to June 2015 the Building Control Service approved 86.7% of the applications submitted in the reported period (80% for the same period last year).

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 which 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 first quarter several smaller 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 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 reported period some of the more major contraventions that have been successfully resolved by the team, are as follows.
- 7.8 A private building control inspector return a project to the Council for enforcement of matters that his client would not put right. This is in line with the current Building regulation legislation. Officers now have to take the appropriate legal action to take the owner to court for the outstanding contraventions (list provided by the private inspector). Alternatively prior to taking the owner to court for the contraventions officers can consider (and are in the process of) asking for an application and fee and make the builder carry out the necessary work in order to bring the matter to a satisfactory conclusion.
- 7.9 The Building Control team have started procedures to resolve an unauthorised construction in a rear garden of a property. The first letter to resolve matters is about to be sent to the applicant / owner to allow them to resolve matters prior to taking the matter through the courts. If this does not work one more letter will be sent and if there is no response to this, legal action will be commenced. This is an ongoing situation which will be resolved in the next quarter in one way or another.
- 7.10 Recently the service has had several developments start prior to a valid application being submitted. Officers are working with the applicants and agents on these in order to get a valid application as a matter of urgency and avoid costly and time consuming legal action.

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 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 range from very poor to very good and for the reported period the ratings are as follows:
Plan appraisal service 100% very good or good (100% same period last year)
Site inspection service 75.6% very good or good (100% same period last year)

8.3 The Plan Appraisal Service and Inspection Services have had some additional comments made by our customers such as:

- Very grateful to Mr James Rutter for ensuring our home was renovated safely. Also appreciate his patience and thoroughness while answering many questions.
- All staff were very helpful and efficient. Office staff were prompt and helpful. Site staff were pleasant and responded very quickly.
- Was told by builder their calls were not being returned. Informed lintels were needed and Council needed calculations. Building Control could not tell us which lintels or how to get calculations. After 2 weeks of no building work being done my builder found a firm to do the calculations, this cost me £180. If these figures can be checked and approved by the Council I do not understand why they could not do them in the first place, for a fee if necessary.
- Extremely supportive and helpful throughout the project.
- Assistance with solving problems appreciated.
- Although site inspection was handled by my builder we had no problems and everything went well.
- £310 fee is way over the top. This fee was almost 15% of the cost of the project. Not sure how you justify this fee, it would be interesting to see exact details of how £310 was spent. But obviously you are not going to reveal that!
- Efficient service and helpful.
- Very helpful during the stage from 2 cottages into the sub division of 4.
- Very helpful on initial telephone call and subsequent visit.

9. IMPACTS OF NEW LEGISLATION

9.1 The Government has not introduced any significant new legislation in the reported period however the team has had to attend some extensive training sessions to be ready for some quite complex new legislation due to come into force in October 2015.

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.

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REGENERATION SERVICES COMMITTEE

28th August 2015



Report of: Assistant Director (Regeneration)

Subject: CULTURE AND INFORMATION SERVICES REPORT
JANUARY - JUNE 2015

1. TYPE OF DECISION/APPLICABLE CATEGORY

1.1 For Information only.

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 Section for the period 1st January – 30th June 2015.

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; Masefield 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. PROPOSALS

4.1 Culture and Information services have achieved a number of outputs during the period January – June 2015 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 January to June 2015 was 10,632. This relates to library led activities such as read & rhymes, library skills and author visits. This is a 47% increase on the same period in 2014.

The increase is attributed to the development of a broad programme of activities and events; regular activities such as family story & rhyme sessions continue to attract increasing numbers whilst partnership working has facilitated a number of high profile children's author visits to the town.

Key events:

- Town Hall Theatre author event with nationally acclaimed children's author Jeremy Strong, funded by Authors Aloud UK.
- Range of workshops across 12 schools and 2 libraries in association with the Festival of Illustration.
- Participation in Crossing the Tees: a book festival for the Tees Valley.

- ***Enquiries***

The Library Reference & Information service recorded 19,187 enquiries in the period January to July 2015. This is an increase of 13.5% on the previous year.

- ***Digital Inclusion***

All frontline library staff have completed training on 'Supporting Digital Access to Information and Services'. This ensures that library staff can effectively support the public to access essential e-government information and online applications. The training programme was delivered as part of the Society of Librarianship's national Digital Offer for libraries.

- ***Heroism and Heartbreak.***

Funded by the Heritage Lottery Fund the Heroism and Heartbreak project was launched on the 16th January 2015. The project aims to tell the stories of Hartlepool mariners in the First World War. There are currently 17 audio/visual pieces available to view via the HHT&N website at: <http://www.hhtandn.org/venues/2915/heroism-andheartbreak-talking-histories>.

These stories have been researched, written and recorded by the project manager and a team of volunteers.

In addition the project has a volunteer Poet in Residence. Kirsten Luckins will be creating original material based on the Heroism and Heartbreak stories. <http://www.hhtandn.org/venues/3782/poet-in-residence>.

- ***Digitization of Historic Plans***

A number of historic plans relating to Hartlepool have been digitized. The originals are held by Teesside Archives. The plans will form the basis of a library exhibition in 2015. The work was made possible following a donation from one of the Library service's long-standing volunteers.

- **Throston Library Wi-Fi**

The Department of Culture Media and Sport have been working alongside the Society of Chief Librarians and the Government Digital Service to help public libraries in England to provide access to Wi-Fi.

Throston Library has been selected as one of 57 libraries across England to participate in the two-year pilot supported and fully funded by BT and Barclays Bank. Barclays Digital Eagles will offer support to users at the Library alongside the library's own First Click activities. The service will be available by August 2015.

- **Internships**

The Library Service provided 3 graduate internship placements. Fully funded by Teesside University the interns worked on two specific outcomes;

- Further development of educational resource packs based on the Service's local history collection.
- Development of reading group resource packs.

- **Events Programme 2015**

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

- *Festival of Illustration*

In association with Cleveland College of Art and Design the Library service facilitated a number of activities in June 2015. These included school and library based workshops and the 'Bear with Me' exhibition at the Central Library, featuring pictures from several nationally recognised children's illustrators.

- *Crossing the Tees: a book festival for the Tees Valley.*

In collaboration with Stockton, Middlesbrough and Darlington Library Services a programme of literary events was delivered in June 2015. The festival was funded by the Arts Council.

4.3 **Community Centres**

In the period 1st January to 31st March 2015, the 4th quarter, the total attendances at the Community Centres was 9,189. In the year April 2014 to March 2015 the total attendances at the Community Centres was 35,735, which was 10% up on the 2013/14 figure.

In the period 1st April to 30th June 2015 the total attendances at the Community Centres was 9,522, very slightly down on the 2014/15 figure.

In Owton Manor Community Centre, a new long term tenant took up office space in the centre. A Health Trainer will be providing services from the centre for the benefit of the local community.

The table below provides a comparison of attendances at the community centres for quarter 4, Jan to March 2013/14 and 2014/2015 and quarter 1, April to June 2014/2015 and 2015/2016.

| Year | Quarter 4 | | |
|------------------------|-----------|-------|------------|
| 2013 - 14 3 centres | Target | Total | Difference |
| | 5516 | 9141 | 3625 |

| Annual | | |
|--------|-------|------------|
| Target | Total | Difference |
| 22197 | 32542 | 10345 |

| Year | Quarter 4 | | |
|------------------------|-----------|-------|------------|
| 2014 - 15 3 centres | Target | Total | Difference |
| | 8134 | 9189 | 1055 |

| Annual | | |
|--------|-------|------------|
| Target | Total | Difference |
| 33061 | 35735 | 2674 |

| Year | Quarter 1 | | |
|------------------------|-----------|-------|------------|
| 2014 - 15 3 centres | Target | Total | Difference |
| | 8214 | 9596 | 1382 |

| Annual | | |
|--------|-------|------------|
| Target | Total | Difference |
| 33061 | 35735 | 2674 |

| Year | Quarter 1 | | |
|------------------------|-----------|-------|------------|
| 2015 - 16 3 centres | Target | Total | Difference |
| | 9085 | 9522 | 437 |

| Annual | | |
|--------|-------|------------|
| Target | Total | Difference |
| 36009 | 9522 | -26487 |

4.4 Arts & Outreach

Young Cultural Ambassadors Scheme and Making a Mark at Hartlepool Art Gallery:

There were total of 23 workshops with 510 participants attending workshops relating to the Michelle Castles exhibition. Fifteen young people attended the private viewing of the Michelle Castles exhibition.

There were six workshops with 159 participants attending the workshops relating to the Frank Henry Mason exhibition.

Fifteen young people attended the 'Bloom In Art' creative workshops.

CCAD held two workshops, which 35 participants attended, in relation to the Festival of Illustration.

4.5 Town Hall Theatre:

A total of 46 shows and events were held in the Theatre between January and June 2015.

Visitor Figures:-1st January to 30th June 2015: 31,223 (33,913 – same period 2014).

Breakdown:

| Room | Jan | Feb | Mar | Apr | May | June |
|--|---------------|-------------|-------------|-------------|-------------|-------------|
| <i>Lauder Suite (bookings for residencies/dance schools)</i> | 980 | 500 | 0 | 150 | 0 | 0 |
| <i>Audience (paying audience)</i> | 4810 | 3324 | 1653 | 5032 | 4562 | 1070 |
| <i>Backstage (extra hires for dressing rooms and performers)</i> | 3090 | 1582 | 1005 | 1985 | 1670 | 31 |
| Total | 8880 | 5406 | 2437 | 7167 | 6232 | 1101 |
| Overall Total | 31,223 | | | | | |

Highlights

March:- Students from Fens Primary School were taken on a tour of the venue as part of their Arts Award training.

April:- The Theatre held its first 'relaxed' children's performance, 'Where Caterpillars Go'. Relaxed performances cater for children with special needs (including Autistic Spectrum conditions and learning difficulties).

Working with the North East Artistic Development network (NEAD), the venue held a week's residency with theatre company Northern Creations, allowing them to develop their new writing piece.

May:- The venue played host to the 70th Anniversary of VE Day celebrations

June:- A post show event was held after 'Life and Loves of a Nobody' with the Audience. Including invited guests from press and the Arts sector, to inform of the developments of the Theatre over the past year and involvement with The North East Children's Theatre Consortium (NECTC) and REACH (name for project – reaching out to the audience) consortiums. This resulted in a post about the venue on the British Theatre Guide website:

<http://www.britishtheatreguide.info/news/hartlepool-rebranded-4903>

4.6 Events:

The 70th Anniversary of VE Day event was held in May, which had over 100 guests and visitors. Support on planning and delivery was provided for the Rifles Freedom Parade in March. The Events Team is also providing support on upcoming events including Hartlepool Carnival and Headland Winter Festival. Planning is underway for future HBC events including the Horticultural Show (August), Fireworks (November) and Christmas Light Switch On (December).

ISAG:

A total of 26 events were considered by the Events Team. 13 did not need to be progressed, 6 were undertaken as a paper exercise and 7 were presented to ISAG.

Hartlepool Art Gallery:Exhibitions from January to June 2015:

10th January to 14th March - Michelle Castles Exhibition 'Inspire' featuring work by Lucinda Grange. 165 people attended the preview. 8,510 people attended the exhibition.

21st March to 30th May - Ashore and Afloat - The Art of Frank Henry Mason 1875 – 1965. 104 people attended the preview. 11,133 people attended the exhibition.

4th May – The Savannah Marshall Sculpture unveiling, 50 people attended.

15th May - The opening of The Vestry Café: 175 people attended the opening.

4th June to 4th July - Cleveland College of Art and Design Festival of Illustration Exhibition Up to 30th June 7,305 had attended the exhibition. CCAD held 2 previews in the Art Gallery, a total of 693 people attended.

Hartlepool Art Gallery total visitor figures from January to June 2015 were 28,135 (28,099 same period in 2014).

4.7 Museum of Hartlepool, Collections and Learning

- The final total visitor numbers for the year ending 31st March 2015 was 132,720 (total for 2013/14 =129,995)
- Visitor figures for January-June 2015 63,671 (63,641 for the same period in 2014)
- Exhibition: "Voices of the Bombardment". The museum's major temporary exhibition for the Commemoration of the 100th Anniversary of the Bombardment received 50,593 visitors, an all time record for a winter exhibition at the museum.
- Exhibition: "Pirates! Fact and Fiction". This touring exhibition opened on the 28th March and ran through to the 28th June 2015. It received a total of 41,071 visitors, the highest figure this specific touring exhibition has ever enjoyed in its five years touring the UK.
- Learning: school visits. There were 2,562 facilitated school visits by pupils to the Museum and to the Art Gallery between 1st January and 30th June 2015.

- Learning: family learning. There were 128 participations by children and young people in out of school Family Activities at the Museum of Hartlepool in Q1 2015-16.
- Learning: "Making A Mark". The success of the *Making A Mark* schools programme in partnership with the National Portrait Gallery and Redcar and Cleveland Museums led in May to Government confirming the continuation of project funding for an extra third year.
- Collections Access: "Safe and Sound". Partnership collections access project Safe and Sound increased engagement with collections by sharing new stories about museum objects on a wide range of social media. It also filled all of its new volunteer opportunities, and by March achieved an ongoing and sustainable level of volunteer research into the Emergency Services collections of the Museum of Hartlepool, the Dorman Museum (Middleborough) and Head of Steam (Darlington Railway Museum).
- Donations and Acquisitions: Frank Auerbach Sketch. In February the Council successfully acquired a sketch by the artist Frank Auerbach which was in the estate of Lucian Freud, who died in 2011. This sketch, a preparatory drawing for his work "Shell Building Site" which is already owned by the Council, was accepted in lieu of death duties and allocated to the Council for the public benefit by the Arts Council England on the recommendation of the Tate Gallery.
- The Hartlepool Mail Photographic Collection. During April and May the museum secured the major donation of the entire surviving photographic archive of the Hartlepool Mail. This moves a significant historical resource into public ownership, while retaining the items physically within the town. A full report detailing our long term plans to develop access to the resource will be made to the Regeneration Committee on 28th August.
- Object Loans: Stanhope Forbes paintings. Two oil paintings were loaned to Worcester Art Gallery to support their major exhibition of the work of the artist Stanhope Forbes: "Evening, Worker's Return" and "Gala Day at Newlyn". This exhibition (from March to June 2015) was the first retrospective of his work in a decade.
- First World War. In May the Museum Service supported regional partners at Sunderland Museums by temporarily lending a number of items relating to the Bombardment for their exhibition "Sunderland at War" at the Sunderland Museum and Winter Gardens.
- Media. The Service continued to support the BBC's programming for the First World War throughout this period, including contributions to a number of local and national radio and web items. In addition in April we facilitated location filming for a forthcoming episode of "The Antiques Road Trip" for STV (Scottish Television for the BBC). This included filming an interview and discussion about the Bombardment within the Museum. Broadcast is scheduled for this autumn.

4.8 Hartlepool Maritime Experience

- Comparing visitor figures for January-June 2015 were 21,648 (21,311 for the same period in 2014).
- Pirate day on May 24th saw an attendance of 492 customers to Hartlepool Maritime Experience.
- Site upgrades in areas of CCTV, Interactive computer systems – Fighting Ships, site telephone exchange have all commenced.
- Site catering changed to Executive Catering in June.

5. EQUALITY AND DIVERSITY CONSIDERATIONS

- 5.1 There are no equality and diversity issues relating to this report.

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

- 6.1 There are no implications under Section 17 relating to this report.

7. RECOMMENDATIONS

- 7.1 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.

8. REASONS FOR RECOMMENDATIONS

- 8.1 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.

9. BACKGROUND PAPERS

- 9.1 There are no background papers.

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