

# NEIGHBOURHOOD SERVICES COMMITTEE

## MINUTES AND DECISION RECORD

26 July 2016

The meeting commenced at 10.00 am in the Civic Centre, Hartlepool

**Present:**

Councillor Marjorie James (In the Chair)

Councillors: Paul Beck, Sandra Belcher, Dave Hunter, Jean Robinson, and George Springer

Officers: Denise Ogden, Director of Regeneration and Neighbourhoods  
Mike Blair, Technical Services Manager  
Clare Clark, Head of Community Safety and Engagement  
Phil Hepburn, Parking Services Manager  
Denise Wimpenny, Principal Democratic Services Officer

### **16. Apologies for Absence**

An apology for absence was submitted on behalf of Councillor Brenda Loynes.

### **17. Declarations of Interest**

None

### **18. Minutes of the meeting held on 21 June 2016**

Received

### **19. Welldeck Road Traffic Regulation Order Objections** (Director of Regeneration and Neighbourhoods)

**Type of decision**

Non-key

## **Purpose of report**

To report two objections and a petition received to proposed double yellow lines on Weldeck Road and seek approval for a way forward.

## **Issue(s) for consideration**

The Technical Services Manager presented the report which provided background information to the parking issues around Sacred Heart School and the background to the decision taken by this Committee at the June meeting to defer the proposals to introduce double yellow lines. The proposals comprised double yellow lines around the 4 corners of Stephen Street and Suggitt Street to improve visibility for emerging vehicles whilst also allowing space for vehicles to pull in to enable oncoming traffic to pass. Lines were also proposed to the west side of Weldeck Road, details of which were provided.

Residents directly affected had been consulted and, as a result, two objections had been received stating that the lines were not necessary, there was a lack of consultation and there would be a lack of enforcement. On the day of the last meeting a petition had been received containing 27 names, objecting to the proposed yellow lines. To enable the validity of the petition to be verified the matter was deferred to the next meeting. It was noted that the scheme would cost approximately £200 and would be met from existing budgets.

The Lead Petitioner, who was in attendance at the meeting and invited to speak, was of the view that the lines were an expense that was not necessary.

Two members of the public from Weldeck Road, who were also in attendance, expressed support for the scheme and commented on the parking and safety issues that had been observed in the Hart Lane area during school drop off and pick up times. The need for additional enforcement to support the proposals was emphasised.

Members considered the views expressed and, given the safety issues, were supportive of the recommendations. In response to concerns raised regarding the limited level of enforcement, the Committee provided assurances that the Council would liaise with the school to ensure that parents were made aware of parking restrictions and noted the resident's concerns in terms of enforcement. The Chair highlighted the importance of residents reporting inappropriate parking to the Council to enable records to be maintained and acknowledged the need to closely monitor this issue.

## **Decision**

That the proposed traffic regulation order be approved.

## **20. Haswell Avenue Traffic Regulation Order Objection** (Director of Regeneration and Neighbourhoods)

### **Type of decision**

Non-key

### **Purpose of report**

To report an objection received for proposed double yellow lines on Haswell Avenue and seek approval for a way forward.

### **Issue(s) for consideration**

It was reported that following complaints received regarding cars parking on Haswell Avenue, it was proposed to install double yellow lines around the 4 corners of St Joan's Grove and St Margaret's Grove to improve visibility for emerging vehicles whilst also allowing space for vehicles to pull in and enable oncoming traffic to pass.

In relation to consultation, notices had been posted in the vicinity of the proposed restrictions. As a result, one objection had been received from the resident who lived opposite the proposed restrictions at St Margaret's Grove. The restrictions were not located directly outside the complainant's property, as detailed in Appendix 1. The main reasons stated in the objection was that Haswell Avenue was already congested and it was difficult to find a parking space.

A resident from Haswell Avenue, who was in attendance and invited to address the Committee, raised strong objections to the proposals, the reasons for which were shared with Members. Personal experiences of anti-social and threatening behaviour in relation to parking were outlined and concerns were expressed that the proposals would exacerbate the problem.

In the discussion that followed the Technical Services Manager provided clarification in relation to the consultation process. Members acknowledged that notices in relation to the proposals had been posted on lamp posts and the benefits of a more in depth consultation process was discussed. It was suggested that further consultation should take place with households in the vicinity to include Haswell Avenue, to the south of Windermere Road, St Joan's and St Margaret's Grove.

In concluding the debate, the Chair requested that the issues outlined in relation to anti-social and aggressive behaviour should be explored by the department following the meeting.

**Decision**

- (i) That the proposed parking restrictions (double yellow lines) be deferred pending the outcome of a more extensive consultation with households in the vicinity of the proposals.
- (ii) That the outcome of the consultation be reported to the earliest possible meeting of the Committee.
- (iii) That the issues reported in relation to anti-social and aggressive behaviour be explored by the department following the meeting.

**21. Visitor Signage at Stranton Cemetery** (*Director of Regeneration and Neighbourhoods*)

**Type of decision**

Non-key

**Purpose of report**

To provide details of replacement visitor signage at Stranton Cemetery.

**Issue(s) for consideration**

The Director of Regeneration and Neighbourhoods reported that the signage on both approaches to the cemetery, Tanfield Road entrance and Brierton Lane entrance was in need of refreshment. The proposed messages and associated wording was detailed in the report.

**Decision**

The replacement visitor signage at Stranton Cemetery, as set out in the report, was unanimously agreed.

## **22. Performance Reporting 2016/17** (*Director of Regeneration and Neighbourhoods*)

### **Type of decision**

Non-key

### **Purpose of report**

To update the Committee on the new style of performance reports, commencing at quarter 1 2016/17, and to identify the priority areas the Committee would like to receive updates on during the quarterly reporting cycle.

### **Issue(s) for consideration**

The report provided background information in relation to previous performance reporting arrangements. It was proposed that each Policy Committee would receive a report which would include an overview of performance on those areas within the Council Plan that were relevant to the Committee. In addition, the report would also include a brief update on one specific project or activity relevant to that Committee. It was recommended that each Committee would identify four areas at the beginning of the financial year to be included within their quarterly performance reports (one topic per quarter) and the following areas were suggested:-

- Enforcement;
- Waste and Recycling;
- Highways and Transportation; and
- Allotments

The Chair advised Members that an additional £196,000 had been recently allocated to focus on enforcement and this issue would continue to be a high priority area.

### **Decision**

That the four topics suggested above be included within the Council Plan performance reporting for 2016/17.

## **23. Allotment Review** (*Director of Regeneration and Neighbourhoods*)

### **Type of decision**

Key Decision (tests (i) and (ii) – Forward Plan Reference No RN 10/16

### **Purpose of report**

To consider the findings of a recent review undertaken into allotment provision in Hartlepool (attached at Appendix A).

To consider a number of recommendations in relation to the relocation of Stranton allotment tenants who will be affected by the planned expansion of Stranton cemetery in 2020.

### **Issue(s) for consideration**

The report provided background information to the decision taken in January to undertake a review of current allotment provision. The Committee had delegated responsibility for determining the scope of the review to the Chair of Neighbourhood Services Committee and Director of Regeneration and Neighbourhoods, details of which were set out in the report.

The report included specific activities to be undertaken as part of the review and provided a summary of the subsequent key findings.

The review had highlighted the need to potentially relocate 43 Stranton allotment tenants as a result of the proposed expansion of Stranton Cemetery with a requirement that the land was made available for cemetery purposes by 2018. Given the pressing need to relocate potentially 43 tenants as a result of the Stranton Cemetery expansion it was proposed that work commenced as soon as practicable to relocate the affected tenants. The review had also highlighted a number of possible options for improving allotment provision within the town including the possibility of creating new allotment sites. However, further detailed analysis would be required to develop these options further.

Members were referred to the financial and legal considerations as set out in the report including the requirement to obtain consent of the Secretary of State for closure of the plots.

The Chair responded to queries raised by a Ward Member in relation to the allotment rules and regulations of tenancy, support available to allotment holders and clarified responsibilities in terms of security arrangements.

The Chair took the opportunity to thank the Community Safety and Engagement Team for their hard work and contribution to the allotment review.

### **Decision**

- (i) The Committee noted the content of the report and the implications of the relocation of the tenants affected by the cemetery extension.
- (ii) That approval be sought from the Secretary of State as soon as possible for closure of the Stranton plots affected by the Stranton Cemetery expansion.
- (iii) That the 43 Stranton tenants affected by the cemetery expansion be relocated as soon as practicable and that approval be granted for those affected tenants wishing to relocate to alternative sites to be “fast tracked” to the top of the waiting list for those sites, so that in effect waiting lists be frozen until all tenants had been allocated new plots.
- (iv) That pending Secretary of State consent all tenants affected by the Stranton Cemetery expansion be served notice to quit in March 2017.
- (v) That the costs of resettlement, which were expected to be in the region of £81,000, would be met from the existing Capital Budget.
- (vi) That delegated authority be granted to the Chair of the Neighbourhood Services Committee, Director of Regeneration and Neighbourhoods and Legal Officer to determine the resettlement package offered to Stranton tenants.
- (vii) That approval be granted for further investigations to be carried out into how the existing capital fund could be used to improve allotment provision in the town through investing in existing sites or the creation of new sites or both, and that the Committee receive a further report in relation to this at a later date.

## **24. Respect Your Neighbourhood Campaign** *(Director of Regeneration and Neighbourhoods)*

### **Type of decision**

Non-key

## **Purpose of report**

To consider a referral from the Safer Hartlepool Partnership to investigate the potential increase of Neighbourhood Action days from one Neighbourhood Action day to two per month.

## **Issue(s) for consideration**

The Head of Community Safety and Engagement reported on the background to the establishment and purpose of the Respect Your Neighbourhood Environmental Crime Campaign. In January 2016 the Committee agreed a proposal that an annual schedule of Neighbourhood Action Days be agreed at the beginning of each year with Action Days taking place one day per month with the exception of April due to Purdah. This proposal was subsequently presented to the Safety Hartlepool Partnership in June. However, given the success and support for Neighbourhood Action Days, the Safer Hartlepool Partnership requested that the Neighbourhood Services Committee investigate the feasibility of increasing the number of Action Days from one to two per month.

Members were advised that the report to Committee in January outlined some of the key issues involved in co-ordinating Neighbourhood Action Days including the intensive support provided by the Community Safety and Engagement Team in co-ordinating Neighbourhood Action Day activity, the crucial role played by Ward Councillors, residents and the Council's Press Office as well as the participation of partner agencies in delivering Neighbourhood Action Days. It was noted that extending Neighbourhood Action Days to two could potentially result in a dilution and loss of impact in relation to the campaign.

Reference was made to the recent merger of the Council's Environmental and Car Parking Enforcement Teams and a report would be presented to this Committee in the coming months outlining the different components of the enforcement service, the current operational approach in relation to the service as a whole, how it supported other Council functions and how this service was currently performing.

It was therefore recommended that any decision in relation to changing the current approach and programme of Neighbourhood Action Days be deferred to a later date to enable the Committee to consider Neighbourhood Action Days within the broader context of what the Enforcement Service was currently delivering as a whole, what the service was attempting to achieve and current service performance levels.



## **Decision**

- (i) The Committee noted the support of the Safer Hartlepool Partnership in delivering Neighbourhood Action Days.
- (ii) For the reasons outlined in Section 3 of this report it was agreed that any decision on the proposal to increase the number of Neighbourhood Action Days be deferred pending receipt of a full account of the environmental enforcement service, its components, and performance.
- (iii) That the request from the Safer Hartlepool Partnership, to increase the number of monthly Neighbourhood Action Days, be given full consideration when the Neighbourhood Services Committee considered the environmental enforcement report at their September meeting.

## **25. Date and Time of Next Meeting**

The Chair advised that the next meeting would be held on Tuesday 20 September 2016 at 10.00 am.

The meeting concluded at 10.55 am.

**P J DEVLIN**

**CHIEF SOLICITOR**

**PUBLICATION DATE: 2 AUGUST 2016**