

PLEASE NOTE CHANGE OF START TIME

NEIGHBOURHOOD SERVICES COMMITTEE AGENDA



Monday 22 January 2018

at 6.00 pm

**in Council Chamber,
Civic Centre, Hartlepool.**

MEMBERS: NEIGHBOURHOOD SERVICES COMMITTEE

Councillors, S Akers-Belcher, Belcher, Hind, Hunter, James, Loynes and Richardson

1. APOLOGIES FOR ABSENCE

2. TO RECEIVE ANY DECLARATIONS OF INTEREST BY MEMBERS

3. MINUTES

- 3.1 To receive the Minutes and Decision Record of the meeting held on 4 December 2017 (previously circulated)
- 3.2 To receive the Minutes and Decision Record of the meeting of the Emergency Planning Joint Committee held on 6 December 2017

4. KEY DECISIONS

No items.

5. OTHER ITEMS REQUIRING DECISION

- 5.1 Clean and Green Strategy Update - *Assistant Director, Environment and Neighbourhood Services*
- 5.2 Evaluation of Seaton Experimental Parking Scheme – *Assistant Director, Environment and Neighbourhood Services*
- 5.3 Home to School Transport – Reconsideration of Unsafe Walking Route – *Assistant Director, Environment and Neighbourhood Services*



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6. ITEMS FOR INFORMATION

No items.

7. ANY OTHER BUSINESS WHICH THE CHAIR CONSIDERS URGENT

FOR INFORMATION

Date of next meeting – Monday 19 February 2018 at 2.00pm in the Civic Centre,
Hartlepool



EMERGENCY PLANNING JOINT COMMITTEE

MINUTES AND DECISION RECORD 6th December 2017

The meeting commenced at 1.00pm at the Emergency Planning Annex,
Stockton Police Station, Bishop Street, Stockton-on-Tees, TS18 1SY

Present:

Councillor: Mick Thompson (Middlesbrough Borough Council) (In the
Chair)

Councillors: Mike Smith (Stockton Borough Council)

Officers: Stuart Marshall, Chief Emergency Planning Officer
Jo Stubbs, Democratic Services Officer

13. Inquorate Meeting

Members noted that the meeting was inquorate however it was decided to
proceed

14. Apologies for Absence

Apologies were submitted by Councillors Alec Brown (Redcar and
Cleveland Borough Council) and Marjorie James (Hartlepool Borough
Council)

15. Declarations of interest by Members

None

16. Minutes of the meeting held on 20th September 2017

Minutes received

17. Financial Management Report for period ending 31st October 2017 (*Chief Finance Officer and Chief Emergency Planning Officer*)

Purpose of report

To provide details of the revenue outturn forecast as at 31st October 2017.

Issue(s) for consideration by the Committee

A summary of the outturn position was provided as set out in the report. The Emergency Planning Unit (EPU) original budget included a planned release of reserves of £12,000 as a result of funding a temporary post. The release of reserves is now expected to be £5,000. £7,000 lower due to reduced staffing costs owing to a vacant post.

There was also a nil variance on the Local Levy Fund and Local Resilience Forum. Regarding future contributions to the Unit budget and refunds from the reserves to member authorities, formal agreement was currently being sought following which the refunds would be transferred. Work had been undertaken to introduce a flat rate annual recharge for all work carried out for COMAH sites providing stability. Work is progressing on increasing income generation activities with local schools and academies.

Decision

That the latest forecast outturn be noted.

18. Activity and Incident Report (1st September – 10th November 2017) (*Chief Emergency Planning Officer*)

Purpose of report

To inform members of the activities, incidents reported and warning communications received and dealt with by the Cleveland Emergency Planning Unit between 1st September and 10th November.

To provide oversight of the actions undertaken under the community resilience project hosted at the Unit and the actions associated with the Cleveland Local resilience Forum.

Issue(s) for consideration by the Committee

Between 1st September and 12th November 2017 –

13 warning communications had been received
6 incidents of note had taken place
13 training events had been held
4 training exercises had been held

Information was also given regarding community resilience activities and LRF activities.

The Chief Emergency Planning Officer made reference to the elected member's awareness event for the four authorities on 10th November. Attendees had felt that additional sessions outside working hours might attract more representation therefore it was proposed that in future such events be separated by local authority and scheduled close to existing meetings.

The Chief Emergency Planning Officer also highlighted the recent release of a mass casualty framework for the North East and subsequent work on the role of social care in the response phase. The Chair queried how much dialogue there had been with NHS England regarding the Sustainability and Transformation Plans. The Chief Emergency Planning Officer advised that he was not directly sighted on the STP's but that there was due to be a briefing from NHS England at the next Local Resilience Forum Strategic Board. He would raise this as an issue with his NHS England counterpart and feedback.

Members were advised that a meeting had taken place between the Emergency Planning lead officers from each of the 4 boroughs.

Decision

That the report be noted

The meeting concluded at 13:35pm.

P J DEVLIN

CHIEF SOLICITOR

PUBLICATION DATE: 13th December 2017

NEIGHBOURHOOD SERVICES COMMITTEE

22 January 2018



Report of: Assistant Director (Environment and Neighbourhood Services)

Subject: 'CLEAN AND GREEN' STRATEGY UPDATE

1. TYPE OF DECISION/APPLICABLE CATEGORY

1.1 Non-key.

2. PURPOSE OF REPORT

- 2.1 To inform the Committee of progress achieved against the actions outlined in the Clean and Green Strategy (year 1).
- 2.2 To agree additional actions being added to the action plan to be delivered during 2018/19.

3. BACKGROUND

- 3.1 Cleanliness and quality of the environment are recognised as factors which have a direct impact on how residents' feel about their local area. Well maintained streets and pleasant green and open spaces are also attractive to visitors, business investors and potential new residents and therefore make an important contribution to the overall prosperity of the town.
- 3.2 The Councils Your Say Our Future consultation undertaken during 2016 reaffirmed the importance of the local environment to residents and highlighted the need for the community and Council to work together to improve the local area and also reduce demand on services.
- 3.3 As a result in March 2017, following extensive consultation and Neighbourhood Services Committee approval, the Council launched its 3 year Clean and Green Strategy (2017-2020). The overall vision set out in the Clean and Green strategy is 'To create a cleaner, greener, town with everyone taking part and which everyone can take pride in'.

3.4 Underpinned by the active participation of partners and the community the objectives are to create:

- A clean town;
- A green town; and
- A well maintained town

3.5 An action plan was formulated to assist in delivering the vision and an updated version of the plan highlighting progress to date is attached at **Appendix 1** for consideration by the Neighbourhood Services Committee.

4. **PROGRESS UPDATE**

4.1 The action plan attached at **Appendix 1** outlines some key achievements linked to each of the strategic objectives since the launch of the strategy in March 2017. In summary these key achievements include:

Creating a Clean Town

- A publicity campaign to address seagull related litter including the installation of signage in prominent seafront locations was rolled out in the summer of 2017.
- A total of 15 'Big Belly' compactor bins fitted with sensors were introduced at Seaton Carew to increase capacity and alert the cleansing team when the bins are full.

Creating green town

- A neighbourhood investment programme has been established which will deliver key improvements across the neighbourhoods, open spaces, parks and play sites of Hartlepool.
- The wildflower programme has been expanded to an additional 7 sites – increasing current wildflower sites from 37 to 44. A full list of sites can be found on the Council's website at: https://www.hartlepool.gov.uk/news/article/804/video_popular_wildflower_planting_programme_extended
- There have been improved communications via social media to relay key clean and green messages to the public about littering and recycling. (see section 5 below for further information).

Ensuring a well maintained town

- Introduced an updated toolkit for tackling derelict buildings – 17 empty properties / pieces of derelict land have been brought back into use as a result of using this toolkit.
- Developed an education and awareness programme in relation to inappropriate presentation of waste to increase recycling and reduce contamination levels - this includes recycling messages on council vehicles; a pilot doorstep education programme; and the development of a multi-media information campaign in conjunction with the Tees Valley Waste Management Partnership.

- 4.2 Further developments underway to deliver the vision is the development of a Residents Charter to promote active citizenship and participation in delivering a cleaner greener environment, and the development of an awards scheme to recognise the contributions of schools and voluntary groups to the local environment. During 2018 the Resident Charter will be considered as part of a broader initiative aimed at engaging residents across a number of Council Services.
- 4.3 To improve customer communications and response times the Council is also currently in the process of replacing its system for customer reporting. The new system will have the facility to capture the geographical location of reported incidents and enhance the ability to report online through the introduction of improved web forms available through traditional web browsers and a mobile app. This will be immediately relayed to frontline staff through the introduction of in cab devices and will result in a speedier response. Once the issue has been dealt with the information will be updated immediately and a message presented to the customer informing them that the work has been carried out. Currently horticulture and street cleansing have been moved across to the new system; with the remaining services expected to be moved across by the end of the year.

5. MEASURING SUCCESS

- 5.1 It was anticipated that when the strategy and action plan was introduced that the activities taking place in relation to the clean and green strategy would be closely monitored with performance data being provided for the financial year 2017/18 and annually thereafter until 2019/20. The first set of data will not be available until May 2018 and will therefore be presented at a later date to the Neighbourhood Services Committee.
- 5.2 One key area of interest however is in relation to communications where some social media analytics have been carried out to identify the effectiveness of using social media to promote clean and green messages. As this has not been specifically measured before there is no baseline data to compare against. However, a snapshot of recent clean and green themed social media posts on the Council Twitter and Facebook pages presents an encouraging picture and will provide a baseline to measure future progress. The following tables show the 'reach' of recent social media posts:

Twitter

Date	Details	Impressions*
9/11/2016	Promotion of online consultation on Clean and Green Strategy	603
4/3/2017	Advice to residents about resumption of brown bin collections	567
6/3/2017	Further advice about resumption of brown bin collections	514
18/3/2017	Weekend appeal for dog walkers to bag up their pets' poop and dispose of it in a bin or at home	637
21/3/2017	New opening times at Household Waste Recycling Centre	585
25/3/2017	Approval by councillors of Clean and Green Strategy	659
4/8/2017	Seagull litter appeal	1,292
12/8/2017	Fresh seagull litter appeal	1,693
16/8/2017	New solar-powered 'Big Belly' bins at Seaton Carew	1,398
4/10/2017	Introduction of fly-tipping fixed penalty notices in Hartlepool	1,310

* The number of times users have seen the Tweet on Twitter

Facebook

Date	Details	Reach**
4/3/2017	Brown bin collections to resume	11.6k
6/3/2017	Further reminder that brown bin collections to resume	1.3k
18/3/2017	Weekend dog dirt appeal	1.9k
21/3/2017	New opening times for Household Waste Recycling Centre	2.4k
25/3/2017	Clean and Green Strategy approved by councillors	1.6k
4/8/2017	Seagull litter appeal	2.5k
16/8/2017	'Big Belly' bins at Seaton Carew	5.4k
4/10/2017	Council adopts new fly-tipping legal powers	2.5k

** The number of unique people who have viewed the post on Facebook

6. PROPOSALS

- 6.1 In summary good progress to date has been made against the action plan with most actions either complete or underway. As outlined in the original strategy agreed by the Neighbourhood Services Committee it was also envisaged that the following additional actions would be taken forward in year 2 of the strategy:

- To carry out a major public littering campaign (to include local businesses and litter from vehicles).
- To introduce restorative approaches as an alternative to fixed penalty notices.
- To expand the wildflower programme to even more locations across the Borough.

6.2 It is therefore proposed that alongside the existing actions that are underway, but yet to be completed, that these additional actions are included in the action plan for year 2 with a further progress report being provided to committee in 12 months time.

7. RISK IMPLICATIONS

7.1 There are no risks associated with this report.

8. FINANCIAL CONSIDERATIONS

8.1 There are no financial considerations associated with this report as all activity will be met by existing budgets.

9. LEGAL CONSIDERATIONS

9.1 The Council's legal team advise on any proposed future expansion of powers in relation to tackling environmental crime which would be the subject of a separate report to Committee and approval through Council, as part of the process surrounding the Council's Policy Framework.

10. CONSULTATION

10.1 The strategy was developed as a result of discussions with residents at the Your Say Our Future events in the summer of 2016. Further consultation was undertaken on the draft strategy during the development stage to help shape the strategy and action plan. This included an on line survey, the use of local media articles, presentations to the Community Forums and Hartlepool Youth Council along with targeted emails to schools and the voluntary and community sector.

11. CHILD AND FAMILY POVERTY

11.1 There are no child and family poverty implications relating to this report.

12. EQUALITY AND DIVERSITY CONSIDERATIONS

- 12.1 There are no equality and diversity implications relating to this report.

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

- 13.1 Section 17 of the Crime and Disorder Act 1998 places a duty on the Council to have due regard to the effect on, and the need to reduce, crime and disorder. Many of the actions covered by the Clean and Green Strategy have been designed with the reduction of crime and disorder in mind; most particularly, those relating to environmental enforcement. These include the dropping of litter, dog fouling and abandoned/untaxed vehicles. Actions such as tackling derelict buildings in the town will also have an impact on crime and disorder as these often become magnets for theft, vandalism, criminal damage and arson.
- 12.2 In addition, efforts to increase feelings of ‘citizenship’ and ‘community spirit’ will encourage residents to take more pride in their local area and become more active in looking after it, for example by reporting issues more readily so that they can be addressed at an earlier stage.

13. STAFF CONSIDERATIONS

- 13.1 There are no staff implications relating to this report – all activity will be met by existing staff.

14. ASSET MANAGEMENT CONSIDERATIONS

- 14.1 Parks, recreation areas, green spaces, highways, etc. are all Council assets, therefore efforts to improve the cleanliness and maintenance of these assets through actions such as the expansion of the wildflower scheme and increasing resident investment in local areas will help to maintain and improve these important community assets.

15. RECOMMENDATIONS

- 15.1 That the Neighbourhood Services Committee notes the progress to date on the Clean and Green Strategy.
- 15.2 That the Neighbourhood Services Committee comments on projects to date and agrees the proposals for year 2 activity.

16. REASONS FOR RECOMMENDATIONS

16.1 Many of the actions contained within the Clean and Green Strategy are a key priority within the Council Plan and will contribute towards the following outcomes in the Council:

- Growing our economy jobs and skills
- Developing new services for people and communities
- Developing and promoting Hartlepool as a great place to live
- Building better beginnings and futures for our children and young people
- Providing effective leadership based on innovation and efficiency.

17. BACKGROUND PAPERS

17.1 Councils Clean and Green Strategy: Neighbourhood Services Committee 20th February 2017.

18. CONTACT OFFICER

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DRAFT CLEAN AND GREEN STRATEGY YEAR 1 ACTION PLAN

Objective 1: Creating a Clean Town

Ref	Action	When	By Whom	Progress Update	RAG Rating
1.1	Roll out a publicity campaign to address seagull related litter including the installation of signage in prominent sea front locations	June 2017	Environmental Enforcement Team Leader	Signage installed on promenades, close to food outlets and seating areas in identified locations	GREEN
1.2	Introduce new litter bins in key strategic locations	May 2017	Environmental Services Manager	15 compactor 'Belly Bins' installed at Seaton Carew	GREEN
1.3	Introduce a new Public Space Protection Order to address Dog Fouling	November 2017	Head of Community Safety and Engagement	Responsible dog ownership campaign introduced in April 2017 – agreed that additional powers would be considered at a later date ie after current dog control orders automatically become PSPOs in Oct 2017.	AMBER

Objective 2: Creating a Green Town

Ref	Action	When	By Whom	Progress Update	RAG Rating
2.1	Establish an investment programme for improvements to neighbourhoods, open spaces, parks and play sites	April 2017	Strategic Policy and Project Management Manager	A new neighbourhood investment programme has been developed and will be considered at a future Neighbourhood Services Committee.	AMBER
2.2	Expand the wildflower programme (phase 1)	May 2017	Environmental Services Manager	Phase 1 expansion completed - Number of wildflower areas increased from 37 to 44	GREEN
2.3	Review the ambitions for Hartlepool's parks, recreational spaces and outdoor play and agree an implementation plan	October 2017	Environmental Services Manager	A new neighbourhood investment programme has been developed and will be considered at a future Neighbourhood Services	AMBER

DRAFT CLEAN AND GREEN STRATEGY YEAR 1 ACTION PLAN

				Committee.	
2.4	Improve communication and engagement with residents on green issues by the use of appropriate online means	August 2017	Strategic Policy and Project Management Manager	Ongoing: Seagull campaign, installation of compactor bins; introduction of increased fixed penalty charge for fly-tipping promoted through social media/online survey/website	GREEN

Objective 3: Ensuring a Well Maintained Town

Ref	Action	When	By Whom	Progress Update	RAG Rating
3.1	Introduce an updated officer toolkit for tackling derelict and untidy buildings	May 2017	Assistant Director Economic Growth and Regeneration	Toolkit complete which is now used to help identify derelict land/buildings for action – to date 17 long term empty buildings/pieces of land have been brought back into use.	GREEN
3.2	Develop an education and awareness programme in relation to inappropriate presentation of waste to increase recycling and reduce contamination levels	September 2017	Environmental Services Manager	Recycling messages now displayed on the side of refuse collection vehicles. Introduction of a fully co-mingled recycling service (introduction of grey bins) to make the service easier to use. Other actions, including development of educational film and doorstep info programme in progress.	AMBER
3.3	In conjunction with CICT and the Contact Centre, improve customer reporting mechanisms along with systems of capturing and monitoring data associated with service requests	October 2017	Strategic Policy and Project Management Manager	Switch from CRM to Firm Step in progress. Cleansing and horticulture already moved over with	AMBER

DRAFT CLEAN AND GREEN STRATEGY YEAR 1 ACTION PLAN

				the other services expected to go live by the end of the year.	
3.4	Develop a residents' charter to promote active citizenship and participation in delivering a cleaner and greener environment	November 2017	Community Safety and Engagement Project Officer	Draft Residents' Charter completed October 2017 and will be considered as part of a wider Council Charter.	AMBER
3.5	Support the community/voluntary sector and schools to increase participation in clean and green activity including the development of an awards scheme/community champions and other incentives that reward contributions	November 2017	Community Safety and Engagement Project Officer	Ongoing: Alongside Countryside Wardens, the voluntary sector and schools were supported by the Council to participate in the national 'Clean for the Queen' campaign. Research has been carried out into current volunteer opportunities and other organisations' awards schemes which will be developed during 2018	AMBER
3.6	Develop and implement a prioritised "deep cleanse" programme to replace Neighbourhood Action Days	November 2017	Assistant Director Environment and Neighbourhood Services	A pilot is currently underway in the Victoria Ward – this will inform the resource required and how such a programme could be delivered in the future	AMBER
3.7	Prepare and obtain the approval of the committee for 2 nd year action plan	March 2018	Assistant Director Environment and Neighbourhood Services	The section of this Action Plan forms part of this report.	GREEN
3.8	Work with Crucial Crew to design a programme of	July 2017		Agreement with Crucial Crew to include	

DRAFT
CLEAN AND GREEN STRATEGY YEAR 1 ACTION PLAN

	activity to engage young people in the clean and green agenda			promotional material regarding environmental activities via goody bags for children	GREEN
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NEIGHBOURHOOD SERVICES COMMITTEE

22 January 2018



Report of: Assistant Director (Environment and Neighbourhoods)

Subject: **EVALUATION OF SEATON EXPERIMENTAL
PARKING SCHEME**

1. TYPE OF DECISION / APPLICABLE CATEGORY

1.1 Non-key.

2. PURPOSE OF REPORT

2.1 To consider the impact of the introduction of several parking restrictions at Seaton Carew following a trial period, implemented in 2017.

2.2 To consider whether seasonal restrictions at Seaton Carew should continue.

3. BACKGROUND

3.1 Seasonal parking restrictions at Seaton Carew were approved by this committee in December 2016 and introduced under an experimental Traffic Regulation Order to include pay and display, disc parking, resident and permit areas and additional prohibition of parking restrictions.

3.2 The scheme became active on 1st April 2017 however following delays with the equipment suppliers, only became operational in mid May 2017. During this period, officers issued warning notices in order to promote and make drivers aware of the new changes that would shortly be applicable.

3.3 As part of the original approval, members agreed that at the end of the experimental trial period a further report would be submitted to consider the impact of the restrictions on residents, businesses and visitors to the area.

3.4 The initial scheme tried to anticipate the impact of creating pay and display charges in the three Off Street car parks of Sea View, Rocket House and Coronation Drive and along the on street areas of the Front and The Cliff. There was an acceptance that a high demand for short term parking space was likely to be concentrated on The Front and Members were keen to ensure an element of controlled free parking remained which could accommodate the short stay convenient parking demand generated by

customers. In addition some of the businesses had an operational demand for parking close to their business premises and a number of permit controlled areas were created to meet this requirement. Finally the close proximity of some of the residential properties in Seaton would undoubtedly suffer from displaced traffic issues and a number of areas were therefore identified and included within an initial permit controlled area.

4. CONSULTATION

- 4.1 Throughout the trial period, a number of public consultation events have been held to consider and assist with issues of concern. Public consultation events have been held in May, July, September and November 2017. In addition a significant number of requests, letters and e-mails have been received in opposition / support of the scheme or seeking clarification / resolution to issues that became apparent once the scheme became operational.
- 4.2 A petition containing 3438 signatures was received on the announcement of the planned parking charges, but this was prior to the commencement of the scheme.
- 4.3 The first consultation event, held in May, raised a number of concerns from residents, businesses and visitors, they can be summarised into the following key areas:

Residents

- a) The use of joint pay and display and resident permit bays were not working. There were insufficient parking bays for the residents use and this was leading to issues of demand. Residents felt they were penalised on busy days and had no parking options especially along The Front and The Cliff.
- b) There were some established resident permit areas and the inclusion of additional locations placed pressure on the more established locations.
- c) Parking availability for residents was still difficult especially for those properties located close to commercial premises where there were conflicting user demands.
- d) Lack of enforcement patrols.

Businesses

- A) Reports of loss of trade particularly from hoteliers that now fell within resident controlled permit / P&D areas. General concerns being that the restrictions were a discouragement to customers.
- b) The number of dedicated business permit bays were insufficient to meet demand.
- c) Initial problems with availability and distribution of the parking discs.

Visitors

- a) Established visitors felt there was not adequate free parking provision close to the facilities they needed. This covered a large number of regular visitors to businesses, doctors or leisure facilities in close proximity to the P&D areas.
- b) Established and regular users of the beach areas felt the enforcement times were too extensive and therefore discouraging to visitors.
- c) Charging in car parks prohibited the use of certain types of vehicles,
- d) Although many visitors / service users felt the parking charge was not unreasonable, they felt the extended charging hours were unnecessary.

4.3 As a result of the concerns raised a supplementary report was submitted to members on 23rd May 2017 which proposed a number of amendments to the initial scheme and included:

- a) Separate and dedicated permit / P&D parking bays along The Front / Cliff
- b) The creation of additional business only permit bays.
- c) A reduction of the P&D enforcement hours from 8:00am – 20:00 hours to 9:00am – 18:00 hours.
- d) A relaxation of marked “coaches only” restriction to allow long wheel base vehicles to park in the extended bays.
- e) An extension of permitted parking stay periods within the disc controlled parking areas. The on street permit areas of The Front extending from 30 minutes parking period to 60 minutes and the Station Lane car park becoming a 2 hour parking area from the initial 1 hour.

4.4 The amendments were introduced in time for the next scheduled consultation meetings and the number of attendees and reported issues of concern dropped significantly as a result. Although the amendments did not universally resolve the complaints, and there are some who would still like to see Seaton revert to unregulated and free parking, the level of opposition to parking charges and the associated restrictions has noticeably declined as a result of the changes made.

4.5 Issues raised at the remaining consultation events held in July, September and November 2017 were of similar themes and concentrated on the displacement of traffic into residential areas. As a result consultation with residents of Crawford Street, Wainwright Walk and an extension of Lawson Road has been carried out to assess the level of support for inclusion in a residents permit scheme, in the event that the restrictions are approved on a permanent basis. The results of the consultation responses are shown in **Appendix A** of this report.

4.6 Consultations are currently taking place with residents of Ruswarp Grove / Elizabeth Way for inclusion as a permit controlled area, whilst further expressions of interest have been received from residents living in Allendale, Berwick and Carlisle Streets.

- 4.7 Of additional concern was the potential lack of disabled on street parking bays, the frequency of enforcement patrols and the lack of dedicated residential parking provision particularly where this is within or close to commercial properties where customer parking is also required.

5. PROPOSALS

- 5.1 Given the positive impact of the amended restrictions introduced in May 2017 addressing the concerns raised during the consultation process, it is proposed that these amended restrictions form the basis of the permanent scheme in Seaton.
- 5.2 The scheme can be broken down into several key areas:
- 5.3 **Pay and display charges** – Driver use of the car parks during the trial period has been well supported. The number of parking transactions during this period reached 106,000. . Although there has been opposition and objection in principle to any parking charge, car park users have suggested the parking fees (of £1 – up to 2 hours, £1.50 – up to 4 hours and £2 up to 12 hours) were reasonable and did not prove discouraging to visitors. The revised enforcement hours of 9:00am – 6.00 p.m. allow a degree of free parking during the less popular usage times which had been a criticism of the initial scheme. The car parks are an asset which need to be maintained. The age and condition will require resurfacing and remarking and a parking charge helps reduce a maintenance budget pressure on the service.
- 5.4 **On street pay and display charges** - compliment the off street charges, providing traffic management option for the drivers wishing to park on the sea front. The ongoing regeneration project of Seaton will likely increase parking demand at this location and without on street parking charges it may be difficult to provide a balanced demand for space. Distinguishing chargeable bays on the east side of The Front and The Cliff have provided clarity for users and ensured a provision of designated parking space are available on the Western side for the specific use of residents. The transactions made at this site would suggest motorists enjoy the option to be able to park relatively closely to and within a convenient distance to the central facilities.
- 5.5 **Disc parking** – disc parking zones were created on the Front to ensure a managed short stay parking control, allowing self regulated parking stay, ensuring a regular turnover of vehicles and frequent availability of parking space. Much of the business customer use is short stay and this option allowed for a degree of free parking bays to be maintained. The permits, which have been provided free of charge by HBC and distributed by local businesses do however have some associated cost. The printing and supply costs for the discs equated to £6,170 and although the discs can be reused there will inevitably be renewable replacement cost for visitors who still require a disc. This form of controlled parking stay is popular throughout the north east but the cost of replenishing the disc stock can be expensive,

especially when the scheme becomes established and discs are circulated between regular users. Members may therefore wish to consider making a charge of £1 to help cover the costs for the discs which throughout the trial period have been distributed free. Suppliers do manufacture dispensers that require a fee to be paid for a disc which could be easily located within the disc parking areas.

- 5.6 **Business parking zones** – Dedicated business parking bays were created close to the commercial premises in order to provide convenient parking space and meet operational requirements. The areas shown in **Appendix B** show the current provision. Current demand would suggest this is requirement but in the event the permits are under subscribed, it is proposed that the bays in front of the Bus Station would revert back to pay and display areas. Any permits would be offered at a charge of £204 (being a 7 month charge of the £350 annual business permit cost).
- 5.7 **Resident permit zones** – the residents areas shown in **Appendix C** show the extent of locations covered by the temporary restrictions. **Appendix D** shows the historical resident permit areas that are currently enforced over 12 month period. In order to provide some consistency it is proposed that those streets included in the temporary trial would be included under the same terms and conditions applied in all of the Hartlepool resident permit areas on a renewable annual contract. Enforcement would therefore apply throughout the year.
- 5.8 Consultation has already taken place with a number of locations outside of the trial area, the results of which are shown in Appendix A. Where majority support is indicated it is intended to also include such locations within the controlled permit zone. On going consultation is taking place with residents of Elizabeth Way and Ruswarp Grove, and expression of interest has also been received from other residents on the fringe of the controlled area.
- 5.9 **On street disabled parking bays** – Residents and visitors have asked for additional on street disabled parking bays to be included within the disc parking zone. Disabled parking bays are available within the off street car parks but no such provision exists in the disc area. Highways engineers believe they can design two designated bays within the bay layout.

6. RISK IMPLICATIONS

- 6.1 There are no risk implications attached to this report.

7. FINANCIAL CONSIDERATIONS

- 7.1 There were a number of one off capital costs associated with the introduction of the parking charges at Seaton Carew. The estimated costs of the works, including the purchase and installation of ticket machines, line markings and signage was £60,000. This cost was funded by prudential borrowing with the

annual cost of the loan repaid from the income generated by the scheme, as approved by Neighbourhoods Committee on 22nd November 2016.

- 7.2 Following the expansion of the original design, further amendments to the scheme and to accommodate concerns raised during the consultation period, additional costs of £46,000 were incurred and this cost has been met from unallocated Local Transport Plan Grant funding, as approved by Neighbourhood Services Committee on 4th December, 2017.
- 7.3 The proposals at Seaton were expected to generate income of £100,000 p.a. (£90,000 after costs). Income receipts actually received from Pay and Display charges totalled £128,000 in 2017/18 (£97,000 after costs).
- 7.4 The operational revenue costs of the service were £30,558 consisting of Prudential Borrowing costs (£10,000), additional employee enforcement costs (£3,346), cash collection (£10,257) printing of disc (£6,170) and production and distribution of resident permits (£785). The employee costs were predominantly overtime payments for enforcement on Sundays. It is proposed that Civil Enforcement Officers will change to a seven day a week shift pattern as part of the Community Safety joint policing team arrangements due to be implemented in 2018.
- 7.5 The paid for parking periods coincided with several pre-planned events in Seaton which resulted in partial or full closure of a number of the parking spaces. Events such as Miles for Men, Seaton Rocks and the Race for Life were already scheduled to take place and incorporated the use of the pay and display car parks as part of the traffic management event planning. As a consequence the parking charges were suspended, but this did result in a noticeable decline of potential and expected revenue for the duration of the closure. In the event the pay and display charges were to continue, a commercial fee (reflective of such income loss) would need to be incorporated into future event planning were a full closure or the suspension of a number of bays be required.

8. LEGAL CONSIDERATIONS

- 8.1 As the Seaton parking scheme was only introduced under an experimental order, any proposed permanent seasonal restrictions will need to be advertised as formal legal orders by the Head of Legal Services. There will need to be a formal consultation response period and any letters of objection received during this period would be required to be referred to this Committee for further consideration.
- 8.2 Any approved Traffic Regulation Orders would be enforced under the jurisdiction of the Traffic Management Act 2004.

9. CHILD AND FAMILY POVERTY

- 9.1 There are no child & family poverty implications attached to this report.

10. EQUALITY AND DIVERSITY CONSIDERATIONS

- 10.1 There are no equality & diversity considerations attached to this report.

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

- 11.1 There are no Section 17 considerations attached to this report.

12. STAFF CONSIDERATIONS

- 12.1 Any parking restrictions would be enforced by Hartlepool Borough Council Civil Enforcement Officers. The section is currently under review and ongoing consultation is taking place with members on changes to conditions of service which will see the introduction of a proposed new seven day per week shift pattern in 2018.

13. ASSET MANAGEMENT CONSIDERATIONS

- 13.1 The off street car parks require regular annual maintenance. Currently such costs are met from the annual highway maintenance budget but this budget is under increasing pressure to meet the demands of a deteriorating network and as a result it is no longer feasible for the road maintenance budget to fully support maintenance of the off street car parks. Resurfacing and reconstruction of the sites will be necessary in the short term life span of some of the sites and the pay and display charges will be required to support this cost.

14. RECOMMENDATIONS

- 14.1 Members note the following options which are predominantly reflective of the amendments made in May 2017 and support the implementation of such restrictions on a permanent basis.

14.2 Pay and display areas

- a) Pay and display parking charges to apply 1st April – 31st October.
- b) Enforcement times – 7 days per week 9:00am – 6.00 p.m.
- c) Parking tariff charges to remain at £1 up to 2 hours, £1.50 up to 4 hours, £2 all day.
- d) Off street pay and display charges applicable in Sea View, Rocket House and Coronation Drive Car Parks.

e) On street pay and display parking areas on The Front and The Cliff (Eastern side only).

Disc Parking areas

- f) Free 60 minutes disc parking areas of The Front – regulated by the requirement to display a parking disc showing time of arrival.
- g) Free 120 minute disc parking area on Station Lane Car park
- h) Discs to be distributed by dispenser machine
- l) Discs to be charged at a set fee of £1.
- j) Inclusion of additional dedicated On street disabled parking bays on The Front within the disc parking area.

Business permit area

- k) Designated permit areas set aside for businesses in Back Lane Seaton, Beach slip road and The Front (opposite Bus Station). In the event of insufficient demand, the areas would revert to public pay and display parking bays.
- l) Business permits are currently set at a cost of £350 per annum. It is therefore recommended seasonal permits are set at £204.
- m) Members to consider if seasonal or annual enforcement of the business permit areas are required.

Resident Permit areas

- n) **Appendix D** shows those locations where resident only parking restrictions are already established and are enforced throughout the year. It is proposed that the current Traffic Regulation Orders should be amended to reflect a seven day per week enforcement period.
- o) It is proposed that those properties included on a temporary basis for the duration of the trial period (as shown as **Appendix C**) of this report, be established on a permanent basis.
- p) It is proposed that the residential parking restrictions be extended to include those locations (shown in **Appendix A**) where consultation has already taken place and where residents have indicated majority support to be included in the scheme.
- q) For consistency and clarity it is proposed that all resident permit controlled zones be offered on an annual renewable basis, with enforcement taking place over a 12 month period. Permit charges would be consistent with the existing town wide scheme.
- r) It is proposed that further consultation will take place at locations where residents have expressed an interest for inclusion in the scheme.

- 14.3 That the Head of Legal Services be asked to advertise the formal legal notices and that any objections received within this consultation period be reported to this Committee.

15. REASONS FOR RECOMMENDATIONS

- 15.1 To reflect the views and address the issues of concern expressed throughout the consultation event during the trial period of the scheme.

16. BACKGROUND PAPERS

- 16.1 Neighbourhood Services Committee, 13th December 2016.
Neighbourhood Services Committee, 20th February 2017.
Neighbourhood Services Committee 23rd May 2017.

17. CONTACT OFFICER

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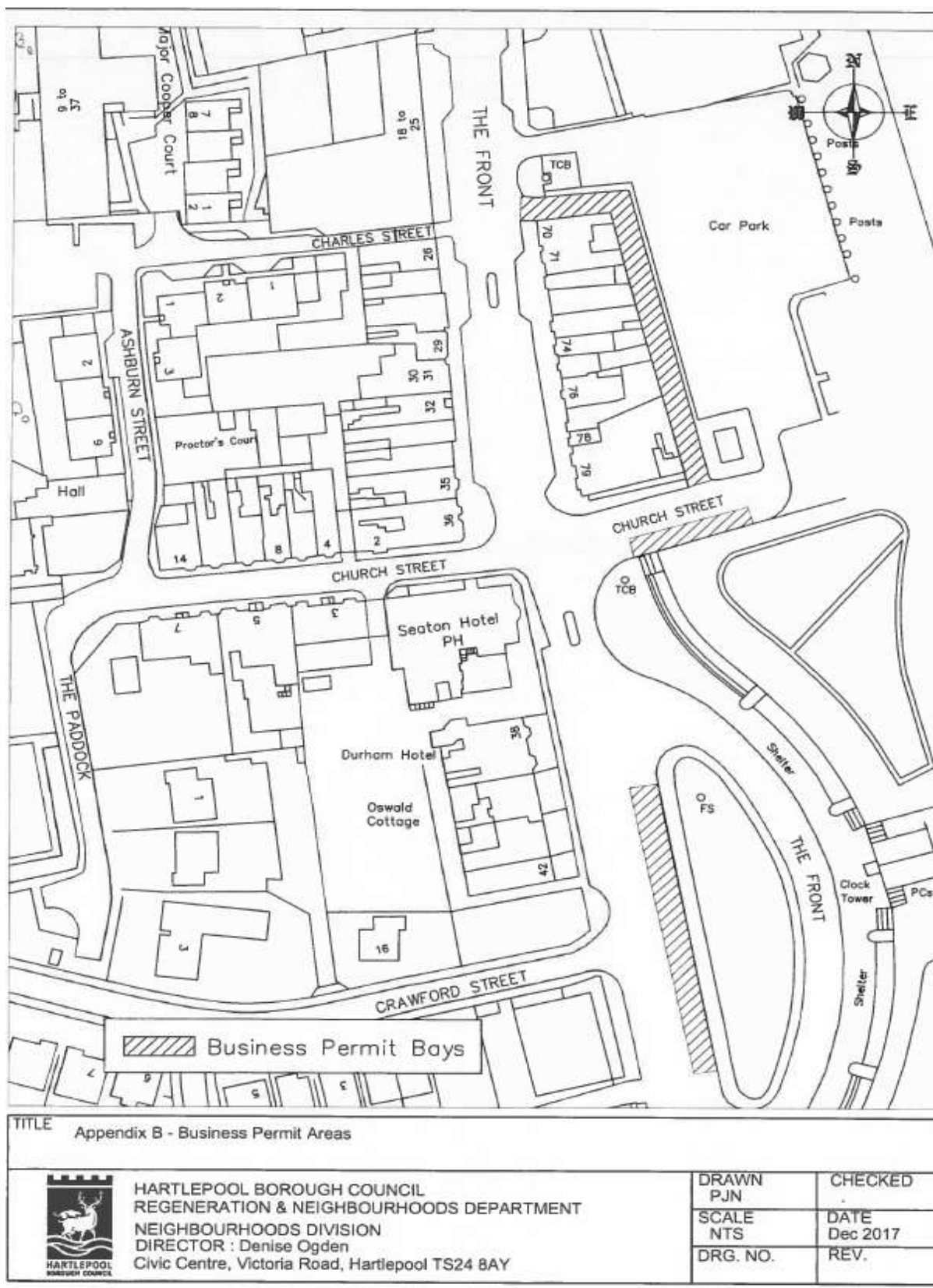
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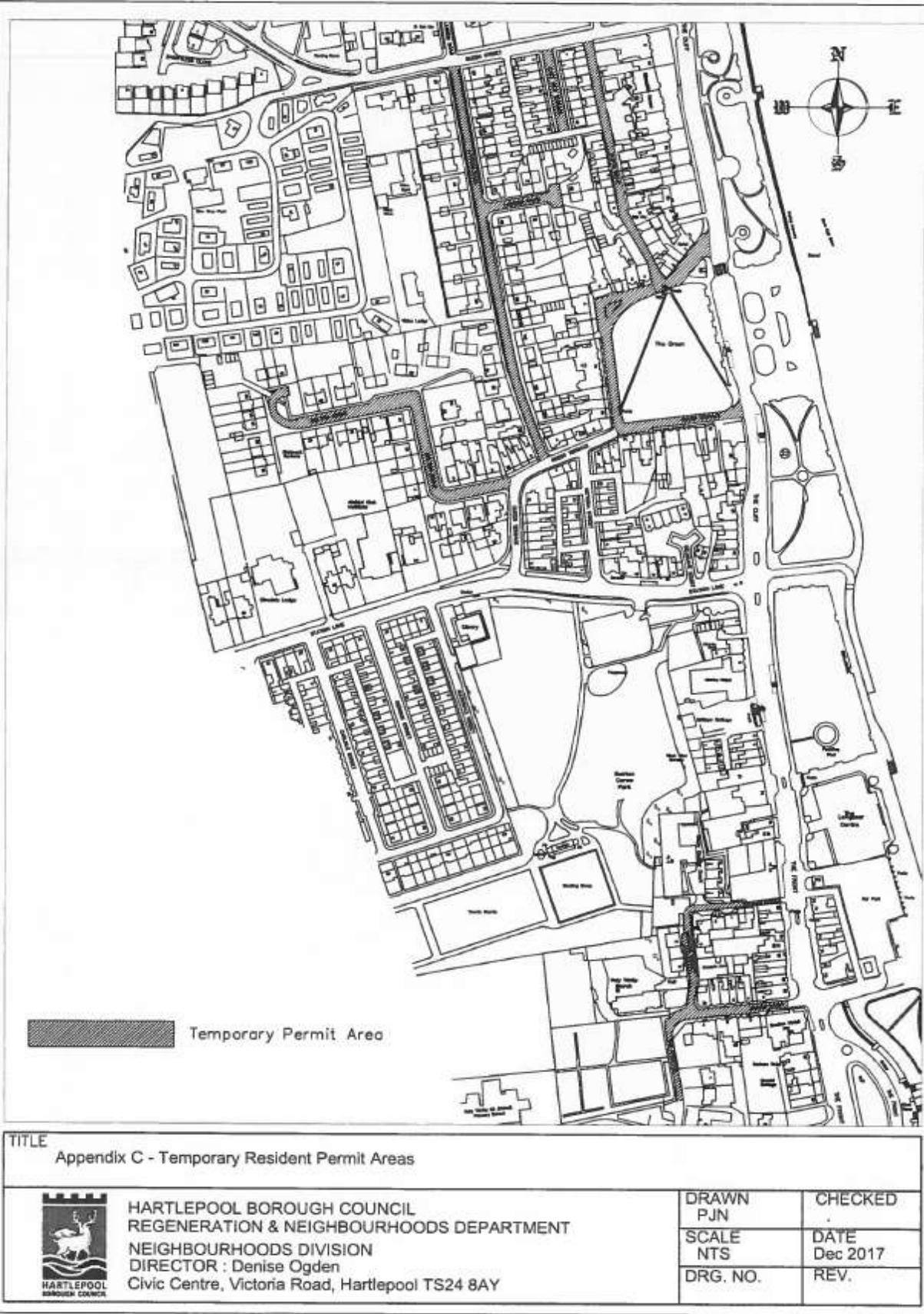
APPENDIX A

Location	Properties Consulted	Total properties consulted	Total returned	Properties supporting	Properties opposing
Crawford Street	1 to 16	16	7	5	2
Deacon Gardens	1 to 24	24	11	8	3
Rectory Way	1 to 16	16	10	5	5
		56	28	18	10
Wainwright Walk	1 to 6	6	4	2	2
Wainwright Close	1 to 3	3	2	2	0
Lawson Road	1 to 15 (odd)	8	5	2	3

APPENDIX B




APPENDIX C



APPENDIX D



TITLE Appendix D - Historical and Current Resident Permit Areas		
 HARTLEPOOL BOROUGH COUNCIL REGENERATION & NEIGHBOURHOODS DEPARTMENT NEIGHBOURHOODS DIVISION DIRECTOR : Denise Ogden Civic Centre, Victoria Road, Hartlepool TS24 8AY	DRAWN P.J.N.	CHECKED
	SCALE NTS	DATE Dec 2017
	DRG. NO.	REV.

NEIGHBOURHOOD SERVICES COMMITTEE

22 January 2018



Report of: Assistant Director (Environment and Neighbourhood Services)

Subject: HOME TO SCHOOL TRANSPORT -
RECONSIDERATION OF UNSAFE WALKING
ROUTE

1. TYPE OF DECISION/APPLICABLE CATEGORY

1.1 Non-key.

2. PURPOSE OF REPORT

2.1 To seek approval to revise the applied unsafe walking route from the Rift House and Brooke Estate areas of the town to High Tunstall School.

3. BACKGROUND

3.1 In 2007 a decision was made to close Brierton School, located on Catcote Road. The school closure commenced on the 1st September 2008 and was finally closed on the 31st August 2009. Students from the school were relocated to the remaining five secondary schools.

3.2 During the process consideration was given to transportation needs of the relocated students. On the whole Home to School Transport Policy was applied, however in relation to students from the Rift House and Brooke Estate areas there was a decision to declare the walking route to High Tunstall as unsafe.

3.3 The basis for the decision was due to the start and finish times of English Martyrs and High Tunstall Schools, which would have meant a mix and high number of students in a concentrated area. In addition, at the time of the decision the construction work was being carried out at Brinkburn College, and the now, West Rugby Club site was being used for the construction site entrance. Both of these issues appear to have contributed to the decision to declare Catcote Road an unsafe walking route.

3.4 The assessment of walked routes to schools are carried out in association with guidance from Road Safety GB – Case law states that assessments

must look at the relationship between pedestrians and traffic only. Personal safety issues of children traveling alone cannot be considered.

- 3.5 The assessment takes into account the age of the pupils, the nature of the route, road accident records and the traffic flow.
- 3.6 The available route is defined as any highway or public right of way that is maintained by the Local Authority, this includes footpaths, roads (surfaced or un-surfaced), bridleways and public land.
- 3.7 For a route to be non-hazardous there needs to be a continuous adequate footpath on roads which carry normal to heavy traffic and if there is a need to cross roads there must be sufficient gaps in the traffic flow and sight lines to allow enough opportunity to cross safely or crossing facilities. The routes from both Rift House and the Brooke Estate meet this criteria.
- 3.8 Traffic flow levels are defined as:

Low traffic	Up to 400 vehicles per hour
Medium traffic	400 – 840 vehicles per hour
Heavy traffic	Over 840 vehicles per hour

Traffic assessments carried out on the junctions along Catcote and Elwick Roads show a low to medium traffic flow at school start and finish times.

- 3.9 Road accident statistics for the period 2015 – 2017 on the route from Catcote Road to High Tunstall School have recorded three school time incidents as follows:

Table 1: Incidents

Date and Time	Severity	Detail	Road / Junction
14 th Sept 2015 – 08:30	Slight	12 Year old cyclist collided with a vehicle	Elwick Road outside of Ward Jackson Park
16 th Dec 2016 – 15:15	Slight	15 year old pedestrian hit by vehicle	Park Road / Elwick Road Junction
10 th Feb 2017 – 15:10	Slight	12 Year old pedestrian hit by vehicle	West Park / Park Drive junction

The existence of an accident record does not necessarily indicate that the route is unsafe for the school journey, consideration needs to be given to the type nature and relevance of the incidents. All three incidents are classified as 'slight' this means that there was minor injury such as whiplash, bruising, slight shock etc.

- 3.10 Home to school transport policy is applied to pupils attending mainstream secondary schools to establish if they are eligible for travel assistance. Eligibility is as follows:

- The pupil attends their nearest suitable school and that school is more than 3 miles from their home address, or
- In the case of Low Income Criteria, the pupil receives free school meals or their parents receive the maximum level of Working Tax Credit and they live over 2 miles but less than 6 miles from one of their nearest three suitable schools, or; The pupil attends their nearest suitable school preferred because of their Religion and Belief, where the school is more than 2 miles but less than 15 miles from their home address.

3.11 At present there are 46 students accessing the school bus to High Tunstall School from the Rift House and Brooke Estate areas. 12 Students are eligible under the low income criteria, 1 student is accessing under Special Education Needs eligibility. All other students do not meet the home to school Policy and are accessing the bus under the safe walking route criteria or the Concessionary travel scheme.

3.12 From September 2018 eligibility is estimated as follows:

- 9 students eligible under low income
- 23 students accessing under the unsafe walking route or the concessionary travel scheme.

4. PROPOSALS

4.1 Since the decision to declare the route unsafe in 2009, the school start and finish times at both English Martyrs Academy and High Tunstall School have changed. The current start and finish times means that the likelihood of concentrated numbers of students being in the Catcote Road area at the same time is negligible:

High Tunstall	start 08:30	finish 15:00
English Martyrs	start 08:50	finish 14:55

In addition, the works at Brinkburn College are complete.

4.2 The assessment of the routes from the Rift House and Brooke Estate areas applying the Road Safety GB guidelines would indicate that the route to High Tunstall school is safe.

4.3 Consideration therefore must given to the options for withdrawing the eligibility to transport on the ground of 'unsafe walking route'.

4.4 **Table 2: Summary of Options**

Option	
Option 1	To declare the route safe with immediate effect and withdraw eligibility under that criteria from Easter 2018 to all students
Option 2	To declare the route safe with immediate effect and withdraw eligibility from Easter 2018 for all new applications. Students currently accessing the service under the unsafe walking route criteria will continue to access until the end of the academic year
Option 3	To declare the route safe with immediate effect and withdraw eligibility from Easter 2018 to for all new applications. Students currently accessing the service under the unsafe walking route criteria will continue to access until they leave school
Option 4	To declare the route safe with immediate effect and withdraw eligibility from September 2018 to for all students
Option 5	To declare the route safe with immediate effect and withdraw eligibility from September 2018 to for all new applications. Students currently accessing the service under the unsafe walking route criteria will continue to access until the end they leave school

5. RISK IMPLICATIONS

5.1 There are no risk implications attached to this report.

6. FINANCIAL CONSIDERATIONS

6.1 The home to school bus from the Rift House / Oxford Road area to High Tunstall School costs £27,000 per financial year. Details of savings options from the withdrawal of the unsafe walking route eligibility are summarised in Table 3 below followed by a description of each option.

Table 3: Savings by Option

Option	Service Cessation Basis	Savings				
		2018/19 £	2019/20 £	2020/21 £	2021/22 £	2022/23 £
1	All pupils - from Easter 2018	12,000	12,000	12,000	12,000	12,000
2	New pupils from Easter 2018,	8,000	8,000	8,000	8,000	8,000
3	New pupils from Easter 2018, phase out existing			8,000	8,000	8,000
4	All pupils - from Sept 2018	8,000	8,000	8,000	8,000	8,000
5	New pupils from Sept 2018, phase out existing			8,000	8,000	8,000

6.2 **Option 1-** To declare the route safe with immediate effect and withdraw eligibility under the unsafe walking route from Easter 2018 to all students.

Using existing eligibility figures – the service could be provided in a minibus at an estimated cost of £15,000 estimated saving for the financial year 18/19 - £12,000. Alternatively, provision could remain with the large bus and Non – eligible students could purchase concessionary seats. The cost of a Concessionary Travel Permit for the Academic year from September 2017 is £375.00 or £1.98 per day. The potential income could be in the region of £12,000 - leaving a NET cost of £15,000.

- 6.3 **Option 2** - To declare the route safe with immediate effect and withdraw eligibility from Easter 2018 for all new applications. Students currently accessing the service under the unsafe walking route criteria will continue to access until the end of the academic year.

Provision would remain the current large bus until September 2018. From September provision could reduce to a mini bus for the eligible students only providing an estimated saving for the financial year 18/19 – £8,000; or alternatively provision could remain the large bus and non – eligible students could have the option to purchase concessionary seats. The potential income would be £9,000 leaving a NET cost of £18,000.

- 6.4 **Option 3** - To declare the route safe with immediate effect and withdraw eligibility from Easter 2018 for all new applications. Students currently accessing the service under the unsafe walking route criteria will continue to access until they leave school.

The provision of a large bus would be required until September 2020. Therefore there would be no savings until that time. Savings will only be made once the service could transfer to a minibus.

Estimated Saving for the financial year from 2020/2021 – £8,000.

From September 2020 provision could reduce to a minibus or alternatively the large bus could remain, with the sale of concessionary seats to non-eligible students. The estimated income would be £4,000 (this could be more as the student numbers can only be assumed at present) leaving an estimated NET cost of £23,000.

- 6.5 **Option 4** - To declare the route safe with immediate effect and withdraw eligibility from September 2018 to for all students.

At September 2018 It is estimated that 9 students would be eligible – the service could be provided in a minibus at an estimated cost of £10,000 (Sept– March).

Estimated saving for the financial year 18/19 - £8,000.

Alternatively, provision could remain the large bus and non – eligible students could purchase concessionary seats. The estimated income would be £9,000 - Leaving a NET cost of £18,000.

- 6.6 **Option 5** - To declare the route safe with immediate effect and withdraw eligibility from September 2018 to for all new applications. Students currently accessing the service under the unsafe walking route criteria will continue to access until the end they leave school.

The provision of a large bus would be required until September 2020. Therefore there would be no savings until that time. Savings will only be made once the service could transfer to a minibus. Estimated Saving for the financial year from 2020/2021 – £8,000.

From September 2020 provision could reduce to a minibus or alternatively the large bus could remain, with the sale of concessionary seats to non-eligible students. The estimated income would be £4,000 (this could be more as the student numbers can only be assumed at present) - Leaving an estimated NET cost of £23,000.

7. **LEGAL CONSIDERATIONS**

- 7.1 The current status of the route is not in fitting with the Road Safety GB guidelines and the authority could be open to challenge.

8. **CONSULTATION**

- 8.1 No consultation has taken place.

9. **CHILD AND FAMILY POVERTY**

- 9.1 There are no child and family poverty implications relating to this report.

10. **EQUALITY AND DIVERSITY CONSIDERATIONS**

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

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

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

12. STAFF CONSIDERATIONS

- 12.1 There are no staff considerations relating to this report.

13. ASSET MANAGEMENT CONSIDERATIONS

- 13.1 There are no asset management considerations relating to this report.

14. RECOMMENDATIONS

- 14.1 It is recommended that Option 5 – to declare the route safe with immediate effect and withdraw eligibility under the unsafe walking route from September 2018 to all students is approved.

15. REASONS FOR RECOMMENDATIONS

- 15.1 The current unsafe walking route status does not meet the Road Safety GB guidelines and requires rectification at the earliest opportunity.
- 15.2 In light of the current financial climate Option 5 will ensure that the Authority discharge their statutory duty under Home to School transport Policy and deliver savings for future years.

16. BACKGROUND PAPERS

- 16.1 Minutes from Building School for the future scheme 2009.
- 16.2 Road Safety GB – Assessment of walked routes to school.

17. CONTACT OFFICER

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