

NEIGHBOURHOOD SERVICES COMMITTEE

MINUTES AND DECISION RECORD

19 March 2018

The meeting commenced at 2.00 pm in the Civic Centre, Hartlepool

Present:

Councillor: Dave Hunter (In the Chair)

Councillors: Stephen Akers-Belcher, Sandra Belcher, Marjorie James,
Brenda Loynes and Carl Richardson

Also Present: Councillor Alan Clark
Edwin Jeffries, Chair of the Hartlepool Joint Trade Unions

Officers: Tony Hanson, Assistant Director, Environment and Neighbourhood
Services
Alyson Carr, Head of Finance, Regeneration and Neighbourhoods
Phil Hepburn, Environmental Enforcement Team Leader
Chris Scaife, Countryside Access Officer
Steve Hilton, Public Relations Officer
Denise Wimpenny, Principal Democratic Services Officer

49. Apologies for Absence

None

50. Declarations of Interest

Councillor Loynes declared a personal interest in Minute 57.

51. Minutes of the meeting held on 22 January 2018

Received

52. Brenda Road Proposed Crossing *(Assistant Director, Environment and Neighbourhood Services)*

Type of decision

Non-key

Purpose of report

To seek Members' views on the most appropriate form of crossing on Brenda Road.

Issue(s) for consideration

It was requested that this report be deferred pending receipt of further clarification from the police and further consultation on the scheme. In response to a request for clarification as to the reasons the report had been presented, given the decision taken by this Committee in January 2018, the Chair outlined the background in relation to the reasons for review.

Decision

That consideration of the report be deferred pending receipt of further information.

53. Strategic Financial Management Report – as at 31 December 2017 *(Director of Regeneration and Neighbourhoods and Director of Finance and Policy)*

Type of decision

For information

Purpose of report

The purpose of the report was to inform Members of the 2017/18 Forecast General Fund Outturn, 2017/18 Capital Programme Monitoring and to provide details for the specific budget areas that this Committee was responsible for.

Issue(s) for consideration

The report provided the background and financial reporting arrangements for 2017/18 as well as a summary of the overall Council financial position and General Fund outturn information in relation to the Neighbourhood Services Department.

Details of the overall budget position for the Regeneration and Neighbourhood Services Department was summarised in a table included in the report together with the reasons for the forecast outturn. Further details of specific budget areas were outlined at Appendix A. The report

included details of recommended reserves together with planned capital expenditure and vehicle replacement programme information. It was noted that all future vehicle replacement schedules would be considered by this Committee prior to inclusion in future medium term financial strategy reports presented to Finance and Policy Committee.

Reference was made to discussions at a previous meeting in relation to how the trading accounts were operating and clarification was sought in terms of the timescales of when this information would be presented to this Committee. In response, the Committee was advised that extensive work had been done on this issue, the outcome of which was scheduled to be presented to a meeting of Finance and Policy Committee in June. It was agreed that this report would be presented to the Neighbourhood Services Committee, following consideration by Finance and Policy Committee, for information purposes.

Decision

- (i) That the report be noted.
- (ii) That a report in relation to trading accounts be presented to a future meeting of this Committee.

54. Review of Concessionary Fare Payments to Bus Operators for 2018-19 *(Assistant Director, Environment and Neighbourhood Services)*

Type of decision

Key Decision – Test (ii) applies. Forward Plan Reference No RN 15/17

Purpose of report

To report the proposed re-imbursement arrangements with local bus operators for concessionary fares to be implemented from 1 April 2018 to 31 March 2019 inclusive.

Issue(s) for consideration

It was reported that the English National Concessionary Travel Scheme (ENCTS) had been in place since 2008. There had been various local enhancements during this time, details of which were included in the report. In March 2011 agreement had been reached with the operators to continue the fixed payment system in 2011/12, with a revised enhancement of a fixed price of 30p per journey for trips commencing before 9.30 am which had remained in place since this date.

The Department of Transport had now issued its guidance for ENCTS reimbursement in 2018/19. Details of operators' costs were included in the report and it was noted that fares had continued to increase above the general inflation rate and the Confederation of Passenger Transport (CPT) Ocost index. Increases averaging 0.6% were made across England to September 2016. Across the country local bus passenger journeys had shown a decrease of 1.5% in 2016 compared to the same period in 2015. ENCTS journeys had shown a broadly flat trend and it was thought to be mainly due to the rising eligibility age for pensioners.

It was recommended that approval be given to the continued participation in the Tees Valley Wide English National Concessionary Travel Scheme with an enhancement of a thirty pence flat fare for trips before 9.30 am for the financial year 2018/19.

With regard to the financial considerations, the current estimates showed an overall increase of approximately 0.42% (compared to a 0.66% decrease in 2017/18. At this early stage, it was recommended that each of the authorities made provision in its budgets in line with the initial estimates of ENCTS costs for 2018/19, details of which were included in the report. The estimated costs for Hartlepool were £2,268,514.75.

The Chair indicated that given this decision had been taken by Stockton, on behalf of the Tees Valley authorities, that future reports be provided to Committee in advance of any such decisions.

Decision

- (i) Approval was given to continue participating in the Tees Valley wide enhancement to the English National Concessionary Travel Scheme (ENCTS) offering travel within and between the areas covered by Hartlepool, Stockton-on-Tees, Middlesbrough and Redcar and Cleveland Borough Councils.
- (ii) The Council continue to operate an enhanced scheme whereby all journeys prior to 9:30am on weekdays attract a nominal fare of 30p.
- (iii) Charges for replacement passes remain at £5.
- (iv) That future concessionary fare reports be provided to Committee in advance of any decisions being taken by Stockton on behalf of the Tees Valley authorities.

55. Beach Activities – A Useful Guide for Making Your Visit More Enjoyable *(Assistant Director, Environment and Neighbourhood Services)*

Type of decision

Key decision - Test (ii) applies – Forward Plan Reference No RN 09/18

Purpose of report

To bring to the Committee's attention the need for a set of guidelines (see Appendix 1) to be produced to provide guidance to the public accessing any of the town's beaches.

Issue(s) for consideration

Members were advised that given the increased interest in beach related activities, along Hartlepool's foreshore, it had been recognised that a set of guidelines would assist the public and their enjoyment on Hartlepool's beaches.

The Committee's approval was sought in relation to the draft guidelines and publication on the Council's website and for further investigation of the design and the production of leaflets should there be a need to do so. With regard to the financial implications, the design and production of a number of leaflets to be handed out to the public would incur costs of between £1,000 and £2,000 and this cost could be met from the current revenue budget.

In the discussion that followed the Assistant Director responded to queries raised in relation to the guidelines. Clarification was sought in relation to the impact of the firework restrictions on the annual fireworks display at Seaton Carew. Assurances were provided that the guidelines would not restrict the fireworks display. It was suggested that the guidelines be amended to ensure clarity in this regard. Members commented on the need to consider a number of issues including the importance of the guidelines being user friendly, printed locally, the most appropriate methods of displaying and publicising the leaflets, whether a facebook campaign was appropriate and whether colour copies of the guidelines would be more effective. The Committee requested that the suggestions of Members be explored and the amended guidelines be submitted to a future meeting of this Committee for consideration.

Decision

- (i) That the publication, on the Council's website, of the 'Beach Activities - A useful guide for making your visit more enjoyable' guidelines, be approved subject to the suggested amendments of Members, as outlined above.
- (ii) The Committee approved the further investigation of the design and production of leaflets of the same guidance should there be a need to do so.
- (iii) That the suggestions of Members be explored and amended guidelines be submitted to a future meeting of this Committee for consideration.

56. Review of Recycling Bring Bank Scheme (*Assistant Director, Environment and Neighbourhood Services*)

Type of decision

Key decision - Test (ii) applies – Forward Plan Reference No RN 05/18

Purpose of report

The report discussed the costs associated with maintaining the unsupervised bring sites, and considered if this approach to recycling was cost effective and needed in the present day given that there was now a comprehensive residential kerbside recycling scheme throughout the town.

Issue(s) for consideration

The Assistant Director, Environment and Neighbourhood Services, presented the report which provided background information in relation to the Recycling Bring Bank sites at Burn Road, Morrisons supermarket and Tesco's supermarket. The contract for the servicing of the bring banks had been recently extended until March 2019.

With the introduction of a comprehensive 'grey bin' multi-material kerbside recycling scheme, the demand for the use of these facilities had significantly reduced, details of which were included in the report. With the exception of Burn Road Household Waste Recycling Site, all the recycling bring sites were unstaffed and had resulted in an increase in flytipping, contaminated bins, arson, theft of items and rough sleepers.

It was proposed that the Recycling Bring Banks be rationalised from the current three recycling sites, down to one secure and staffed site at the

Burn Road HWRC site. The HWRC site provided mixed banks for glass, metals, paper and cardboard and also offered banks for an expanded range of materials. The proposals to rationalise the current three recycling bring sites to one secure and staffed site at the Burn Road Household Waste Recycling site was expected to generate annual savings of approximately £10,000 in 2019/20 based on the charges incurred in 2016/17.

Decision

- (i) The Committee agreed to rationalise the Recycling Bring Bank Scheme from the current three sites, down to one secure and staffed site at the Burn Road HWRC site. This site would be able to offer an expanded range of materials that could be recycled.
- (ii) The Committee noted the saving of approximately £10,000 p a from April 2019 to be used to fund financial pressures elsewhere within the Waste Management budget.

57. Five-Year Highway Maintenance Programme (Assistance Director, Environment and Neighbourhoods)

Type of decision

Key decision tests (i) and (ii) apply – Forward Plan Ref No RN 16/17

Purpose of report

To seek approval for the five year Highway Maintenance Programme, determined by carriageway conditions surveys and following Department for Transport recommended asset management processes (See Appendix 1).

Issue(s) for consideration

The Assistant Director, Environment and Neighbourhood Services presented the report which included background information to highway condition reports and the £1,251,000 that had been allocated for highway maintenance from the Local Transport Plan. The highway maintenance planned for the next five years was set out at Appendix 1 and was based on the assumption that future year allocations would be of the levels indicatively provided by the Department for Transport.

Reconstruction works had been identified where other processes were not appropriate and would be carried out in the interests of highway safety. Generally, however, other treatments such as re-surfacing and surface dressing, which were cheaper but had shorter term impact than full reconstruction would be utilised. The schemes would be funded primarily

from the Structural Maintenance element of the Council's Local Transport Plan, with contributions from the Government's Pot hole and Incentive Funds giving an estimated total cost for 17/18 of approximately £1,251,000.

The Assistant Director added that as a result of additional Tees Valley Combined Authority funding further schemes had been identified at Northgate (£40,000), Dalton Piercy Road (£20,000) and Oxford Street (7,635), details of which were outlined in an amended appendix 1, a copy of which was tabled at the meeting.

In the discussion that followed, Members placed emphasis upon the need to review estates to ensure pavements were accessible in terms of tactile paving/dropped kerbs to enable people with mobility difficulties to safely cross and move around freely. Examples of the difficulties encountered by individuals with mobility problems were shared with the Committee. Whilst it was acknowledged that any new schemes would meet these requirements, the importance of discussions taking place with the department to build in a review of estates into future proposals was highlighted. It was suggested that an audit of estates be undertaken to determine the level of need and that works of this type be considered in future funding bids and budget allocations.

In response to a question from a Member, the Assistant Director agreed to provide clarification following the meeting in relation the proposed works to be undertaken in Belmont Gardens and Jesmond Gardens.

Decision

- (i) That the proposed Highway Maintenance Programme, as shown at Appendix 1, be approved.
- (ii) That an audit of estates be undertaken to determine the level of need in relation to accessibility issues and considered in future funding bids and budget allocations.
- (iii) That clarification be provided following the meeting regarding the proposed works to be undertaken in Belmont Gardens and Jesmond Gardens.

58. Collingwood Road – Proposed Traffic Calming (Assistant Director, Environment and Neighbourhoods)

Type of decision

Non key

Purpose of report

To seek approval from the Neighbourhood Services Committee for the introduction of a traffic calming scheme in Collingwood Road.

Issue(s) for consideration

It was reported that following concerns expressed via Ward Councillors and residents around speeding traffic on Collingwood Road and the potential increase in traffic due to the one way system for the Carr/Hopps Street development, currently under construction, consultation had taken place with local residents and Ward Members to seek their views on the proposal to install four full width road humps on Collingwood Road.

With regard to the results of the consultation, letters had been sent to all residents of Collingwood Road with 14 responses received, all of whom were in favour of the scheme.

It was estimated that the scheme would cost approximately £15,000 and would be funded from the Local Transport Plan Integrated Transport Block Grant.

Decision

That the proposed traffic calming scheme, at an estimated cost of £15,000 be approved.

59. Seaton Carew – Traffic Regulation Orders *(Assistant Director, Environment and Neighbourhoods)*

Type of decision

Non-key

Purpose of report

To consider objections received during the consultation period following the advertising of the statutory legal orders.

Issue(s) for consideration

The Assistant Director, Environment and Neighbourhood Services, presented the report which provided background information to the decision taken in January 2018 by this Committee to introduce parking restrictions at Seaton Carew.

As a result of advertising the appropriate legal orders, which provided notification of the Council's intention to begin enforcement on a permanent basis as from 1 April 2018, objections to the proposals had been received and Members were now requested to consider the objections. Given that the statutory consultation period had only just expired, details of the objections were reported verbally at the meeting. Objections included the following:-

- Concerns around the proposed loading bay on Church Street and the location of the notices which had recently been changed to address such concerns.
- Objections in relation to the cost of permits from a resident of Rectory Way, which was part of the new Crawford Street permit scheme, felt the permits should be free of charge. It was noted that costs of permits had been made clear during the consultation events.
- Objections from a resident of Bolton Grove who considered that given the permits were provided free of charge during the trial period this arrangement should continue. It was highlighted that it had been made clear during the consultation that any future permit charge would be consistent with other permit controlled areas.
- Concerns regarding the frequency of patrols from a resident on the Front who was of the view that a small block of 4 bays was insufficient for 9 properties. Members were advised that there was very little the Council could do in terms of extending the bays. However, regular patrols would be arranged.
- A request had been received to address the omission of Lawson Road from the permit scheme. The Committee was advised that the original consultation showed residents of Lawson Road did not want to be included within the scheme. As this request only applied to a small part of Lawson Road there was a option to explore this request independently.

With regard the request at the meeting in January 2018 to examine the feasibility of amending the charging period to cover 10.00 am to 6.00 pm and whether to charge or provide free parking discs, the Committee was advised that given the time period and limited information available it was difficult to evaluate the impact at the present time and it was proposed that this be considered at the end of the first full seasonal period when a more comprehensive evaluation of both issues could be reported. It was noted that two hour disc parking was available at Station Lane Car Park, which under the current proposal allowed free parking until 10.00 am. The one hour parking concession had been extended to two hour disc parking as part of an amendment under the original experimental scheme.

In response to a request for clarification, the Environmental Enforcement Team Leader stated that implementation of the scheme would commence

on 1 April 2018 as scheduled.

Decision

That the contents of the report and objections, as presented, be noted.

60. Hartlepool Cycling Development Plan Update *(Assistant Director, Environment and Neighbourhoods)*

Type of decision

For information

Purpose of report

To update Members on progress on the Hartlepool Cycling Development Plan with particular reference to the Tees Valley Combined Authority's 'Sustainable Access to Employment' Local Growth Fund Programme. A key aim of the Cycling Development Plan is to identify potential projects that will improve the cycling infrastructure in Hartlepool. The Local Growth Fund programme is currently providing a vital source of funding by which potential projects identified in the Cycling Development Plan can be implemented on the ground.

Issue(s) for consideration

The report provided background information to the Hartlepool Cycling Development Plan which included details of the structure of the plan, the objectives of the Local Growth Fund Programme together with an update on the current situation of Hartlepool schemes in the programme.

It was proposed to build upon the work achieved so far on the Hartlepool Cycling Development Plan with the overall aim of 'getting more people cycling more often and more safely'. Members were referred to key areas of work, as set out in the report and would include:-

- a) Updating the current Cycling Development Plan, responding to feedback, new development and opportunities as they arise. This would include adding further ideas that would improve the cycling infrastructure.
- b) Advancing the Local Growth Fund Programme in conjunction with TVCA and other Tees Valley authorities to deliver more improvements on the ground.
- c) Exploring and advancing other funding options to help deliver further

network improvement projects identified in the Hartlepool Cycling Development Plan.

- d) Exploring and advancing other projects highlighted in the Hartlepool Cycling Development Plan, including cycle parking, communal bike schemes and cycle hub development.
- e) Continuing work with colleagues connected with the Connect Tees Valley Access Fund Programme to promote cycling as a viable mode of transport.

Decision

The Committee noted the contents of the report including the proposed work programme for the Local Growth Fund over the final two years of this funding programme.

61. Any Other Items which the Chairman Considers are Urgent

The Chairman ruled that the following item of business should be considered by the Committee as a matter of urgency in accordance with the provisions of Section 100(B) (4)(b) of the Local Government Act 1972 in order that the matter could be dealt with without delay.

62. Any Other Business – Stranton Cemetery

Members expressed a number of concerns in relation to the current situation at Stranton Cemetery and were keen that matters be resolved as a matter of urgency. Whilst Members acknowledged the hard work of officers in progressing this issue, the need to update and reassure all Elected Members of the proposals was emphasised. The Committee requested that a Members' Seminar be arranged as soon as possible.

Decision

That a Members Seminar in relation to Stranton Cemetery be arranged as soon as possible.

63. Date of Next Meeting

The Chair reported that the next meeting would be held in the new municipal year, dates of which were to be arranged.

The meeting concluded at 2.40 pm

P J DEVLIN

CHIEF SOLICITOR

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