

NEIGHBOURHOOD SERVICES COMMITTEE

AGENDA



Wednesday 10 October 2018

at 4.00 pm

**in Committee Room B,
Civic Centre, Hartlepool.**

MEMBERS: NEIGHBOURHOOD SERVICES COMMITTEE

Councillors S Akers-Belcher, Belcher, Cassidy, James, Loynes, T Richardson and Vacancy.

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 12 September 2018 (previously circulated)

4. KEY DECISIONS

- 4.1 Local Safety Schemes - *Assistant Director (Environment and Neighbourhood Services)*

5. OTHER ITEMS REQUIRING DECISION

- 5.1 Westwood Way – Proposed Double Yellow Lines - *Assistant Director (Environment and Neighbourhood Services)*
- 5.2 Vehicle and Equipment Approvals 2019-2021 - *Assistant Director (Environment and Neighbourhood Services)*



6. ITEMS FOR INFORMATION

No items.

7. ANY OTHER BUSINESS WHICH THE CHAIR CONSIDERS URGENT

Date of next meeting – Wednesday 14 November 2018 at 4.00 pm in the Civic Centre, Hartlepool.



NEIGHBOURHOOD SERVICES COMMITTEE

10th October 2018



Report of: Assistant Director (Environment and Neighbourhood Services)

Subject: LOCAL SAFETY SCHEMES

1. TYPE OF DECISION/APPLICABLE CATEGORY

- 1.1 Key Decision test (i) and (ii) applies. Forward Plan Reference No. RN 24/18.

2. PURPOSE OF REPORT

- 2.1 To seek approval for a programme of Safety Schemes across Hartlepool.

3. BACKGROUND

- 3.1 Safety schemes are requested at various locations, and are also identified from looking at accident data. An assessment of the data is carried out, including other factors such as speed survey results, the presence of a school/ playground, and community concerns raised. Accident levels have reduced to around their lowest ever in Hartlepool, and it is becoming more difficult to identify schemes based on accident data alone. Cluster sites are becoming rarer, as are accidents where engineering measures can be implemented to mitigate against them, however the information continues to be reviewed and problem sites are tackled appropriately.

4. PROPOSALS

- 4.1 A programme of safety schemes has been developed, as detailed overleaf. A reserve list is also shown at 4.9, and approval is sought to bring scheme(s) forward from this list should the main programme come in under budget. Members are invited to amend the priorities shown on this list should they consider it appropriate.
- 4.2 Schemes for Collingwood Road, Kipling Road and Brenda Road have previously been approved at Committee, with the Collingwood Road

scheme having now been implemented and the other two due to follow as soon as possible.

- 4.3 Detailed designs have not been produced for all schemes as yet, but these will be progressed following Committee approval of the selected schemes. Cost estimates have also been put next to each scheme.

Safety Scheme Programme

- 4.4 **Owton Manor Lane Pinch Point Scheme (EST £40k)** – The top section of Owton Manor Lane where it adjoins Wynyard Road has been the subject of regular complaints regarding speeding vehicles, and there have also been 2 accidents on the approach to the section where the proposed scheme would be implemented. It is also close to Manor College of Technology, and therefore has a higher than average number of school children using the road.
- 4.5 **Windermere Road/Kendal Road Speed Hump Scheme (EST £50k)** - The section from Kendal Road to Brenda Road has had speed humps requested by the local residents group. It is also adjacent to Belle Vue Sports Centre and a route to the nearby St. Aidan's School, so again has higher than average usage by children.
- 4.6 **Greatham School Safety Scheme (EST £25k)** - The Council has had a programme of school safety schemes for several years now, and Greatham School is one of the few remaining locations where a scheme is yet to be installed. Concerns have been raised by parents via Ward Members, and a scheme is to be developed to address their concerns.
- 4.7 A proposal has been put forward for a Puffin crossing at St. Aidan's to be delivered in this financial year, however, this will be presented as a separate report to Neighbourhood Services Committee in November.

5. CONSULTATION

- 5.1 Consultation will be undertaken on all schemes where residents/businesses are directly affected, and should there be any major objections these will be reported back to Committee for a decision on how to proceed.

6. RISK IMPLICATIONS

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

7. FINANCIAL CONSIDERATIONS

- 7.1 The scheme estimates total approximately £190,000 and will be funded from the Council's Local Transport Plan.

8. LEGAL CONSIDERATIONS

- 8.1 A Traffic Regulation Order will be required for the road hump schemes.

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 attached to this report.

12. STAFF CONSIDERATIONS

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

13. ASSET MANAGEMENT CONSIDERATIONS

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

14. RECOMMENDATIONS

- 14.1 That the proposed safety schemes for Owton Manor, Windermere Road/Kendal Road and Greatham School be approved.

15. REASONS FOR RECOMMENDATIONS

- 15.1 To reduce casualties and improve road safety in Hartlepool.

16. BACKGROUND PAPERS

- 16.1 None.

17. CONTACT OFFICER

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NEIGHBOURHOOD SERVICES COMMITTEE

10th October 2018



Report of: Assistant Director (Environment & Neighbourhood Services)

Subject: WESTWOOD WAY – PROPOSED DOUBLE YELLOW LINES

1. TYPE OF DECISION/APPLICABLE CATEGORY

1.1 Non Key.

2. PURPOSE OF REPORT

2.1 To report objections to the proposed double yellow lines in Westwood Way, (See Appendix 1).

3. BACKGROUND

3.1 Complaints have been received from residents and ward Councillors regarding parked cars on Westwood Way opposite the Tavistock Close junction. The parked cars require traffic turning right out of Tavistock Close to enter Westwood Way on the wrong side of the carriageway. This is particularly hazardous because of the bend and poor visibility approaching this junction. The parked cars also impact on traffic travelling towards Templeton Close, while the bend in the carriageway reduces the forward visibility for vehicles passing the parked cars making it particularly hazardous for buses and other larger vehicles.

3.2 The parked cars are predominantly owned by residents from Thornbury Close, whose properties front onto Westwood Way. These properties have off street parking at the rear accessed via a private drive.

4. PROPOSALS

4.1 It is proposed to implement double yellow lines on both sides of Westwood Way between Thornbury and Templeton Close.

5. CONSULTATION

- 5.1 A letter was sent to 12 properties fronting this section of Westwood Way outlining plans to implement double yellow lines. Statutory legal notices were then posted on site and in the local press. 3 objections have been received.

6. RISK IMPLICATIONS

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

7. FINANCIAL CONSIDERATIONS

- 7.1 The yellow lines proposed would be estimated to cost approximately £1,000.

8. LEGAL CONSIDERATIONS

- 8.1 Should the scheme be approved, the traffic regulation order will be confirmed by the Council's Legal Section.

9. CHILD AND FAMILY POVERTY

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

10. EQUALITY AND DIVERSITY CONSIDERATIONS

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

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

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

12. STAFF CONSIDERATIONS

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

13. ASSET MANAGEMENT CONSIDERATIONS

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

14. RECOMMENDATIONS

- 14.1 That the yellow lines on Westwood Way are approved.

15. REASONS FOR RECOMMENDATIONS

- 15.1 It is considered that parking on this stretch of Westwood Way can have potentially serious road safety implications.

16. BACKGROUND PAPERS

- 16.1 None.

17. CONTACT OFFICER

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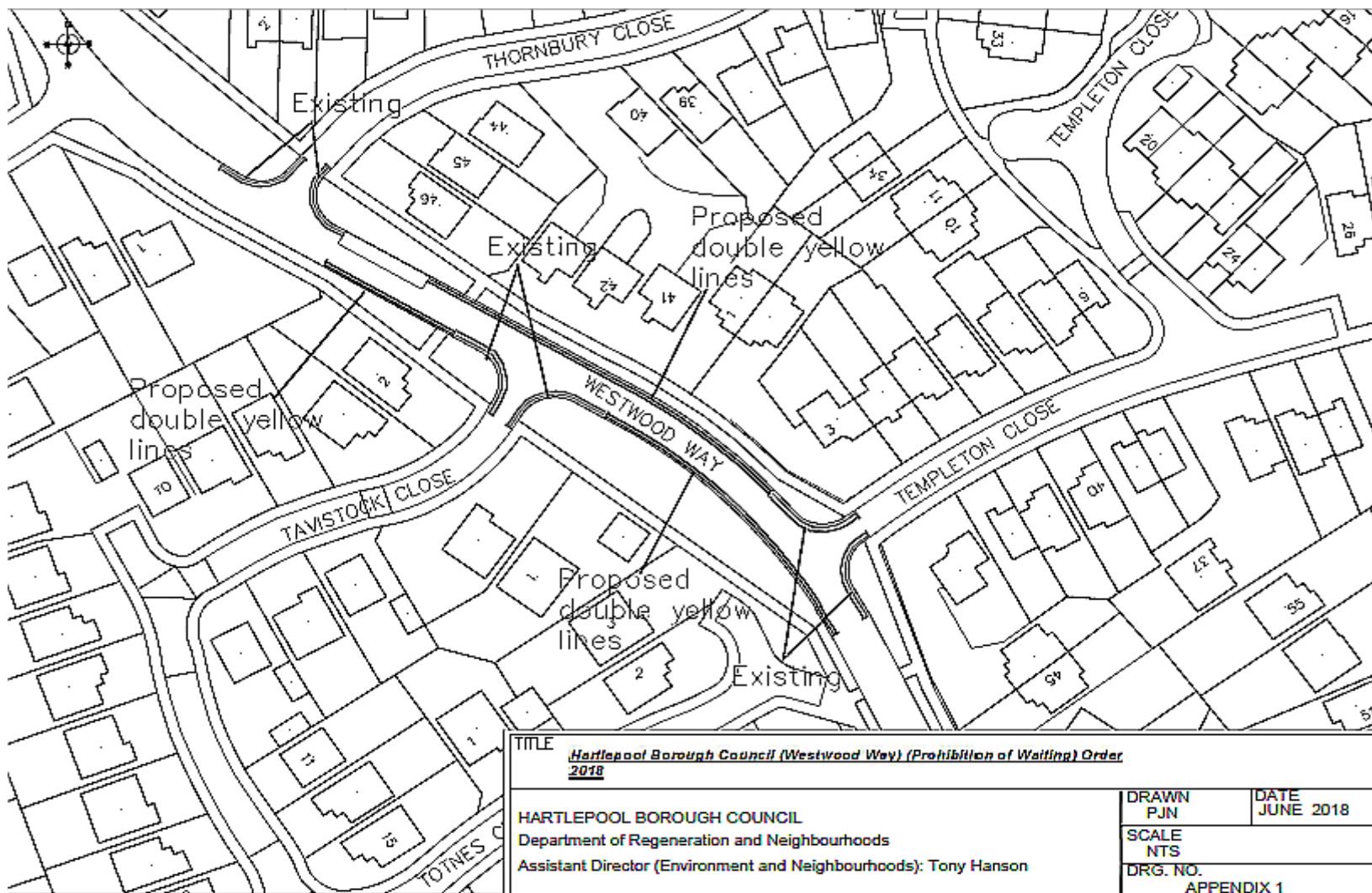
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APPENDIX 1



NEIGHBOURHOOD SERVICES COMMITTEE

10th October 2018



Report of: Assistant Director (Environment and Neighbourhood Services)

Subject: VEHICLE AND EQUIPMENT APPROVALS 2019-2021

1. TYPE OF DECISION/APPLICABLE CATEGORY

1.1 Non-key.

2. PURPOSE OF REPORT

2.1 The purpose of the report is to:

- i) Propose the vehicle and associated equipment replacement programme for the 3 year period covering 2019/20 to 2021/22;
- ii) To request that Finance and Policy Committee recommend that the approval for borrowing to fund the related capital expenditure is included in the 2019/20 Medium Term Financial Strategy (MTFS) approved by Council; and
- iii) Update the current year replacement budget taking into account the rephasing of vehicle purchases previously approved which are now included in replacement programme for 2018/19 to 2021/22.

3. BACKGROUND

3.1 A combined vehicle asset appraisal and service review has been undertaken with Service Managers and Team Leaders. This has looked at each of the frontline services expected vehicle, heavy plant and equipment requirements for the next three years in light of:

- i. **Savings and income expectations** – Contained in Councils MTFS.
- ii. **Growth of town pressures** – Increase in the households and size of the Borough.

- iii. **Vehicle life extension programme** – Fleet Service's maintenance program has been stretching vehicle operating life beyond planned replacement time frames to obtain temporary one-off borrowing savings. Whilst these steps have aided the Council allowing services time to go through necessary efficiency transformations, the vehicles in the programme are in many cases coming to end of their serviceable life.
- iv. **Safety upgrades and parts** – Concerns about ongoing availability and vehicle retrofitting practicalities with older vehicles.
- v. **Reliability and service availability levels** – Difficulties in maintaining daily services.

3.2 Options Appraisal of vehicle financing has previously demonstrated that borrowing is the most cost effective way of funding vehicle purchases, particularly as vehicles are now kept for their maximum usable economic life. Advantages of borrowing compared to leasing include:

- i) Enables maximum flexibility for extending vehicle life and deferring Replacement;
- ii) Extending vehicle life is concurrent with maintenance being provided by the Council's in-house garage and resulting recharges contributing towards the recovery of fixed overheads;
- iii) Avoids costly leasing return conditions; and
- iv) The council can optimise the financing of any borrowing as part of its treasury management strategy, including benefitting from historically low interest rates.

4. PROPOSALS

- 4.1 A review of service needs undertaken in conjunction with service managers has resulted in a revised replacement programme for the current year and a new 3 year vehicle replacement programme for the period covering 2019/20 to 2021/22. These are considered in detail in the next section.

5. FINANCIAL CONSIDERATIONS

- 5.1 **Current Year Replacement Purchases** – As a result of reviewing service needs, maximising vehicle life and deferring replacement purchases, it has been possible to revise the existing years' replacement programme, which included re-phased approvals from previous years. The revised programme is shown in **Appendix A** which requires borrowing of £1.780m compared to the original budget position of £3.305m. Therefore £1.525m of the original approved budget is no longer required. With the approvals already in place

for these vehicles their procurement is planned to proceed in this financial year.

- 5.2 **Procurement approval process 2019-2021.** Fleet Services present the outcome of the individual 'service area' fleet asset appraisals and service needs reviews for approval to Departmental Management Team. These service-level asset appraisals and needs reviews specify every vehicle a service has so that each proposed vehicle replacement can be seen in its true 'service context'.
- 5.3 Following DMT approval the resultant vehicle and equipment requirements are put forward for consideration by Neighbourhood Services Committee annually in this report. If agreed the recommendations progress to Finance and Policy Committee for consideration of the borrowing requirements.
- 5.4 With subsequent inclusion of procurement requests within the MTFS, and its approval at Full Council, the necessary approvals for the proposed vehicle and equipment purchases will be in place. Fleet Services will undertake procurement exercises to obtain best value from suppliers in light of the three years of planned requirements.
- 5.5 **Final budgetary checks.** Fleet Services will in advance of the appropriate vehicle / equipment requirement year confirm with each service's Budget Holder that they have the necessary budget to proceed before 'calling-off' these vehicle / equipment 'builds' from suppliers. This exercise will be undertaken each year when Fleet Services issues the upcoming years' Service Level Agreement costs as part of the annual service area budget building exercises. Payment to suppliers would be made once vehicle / equipment are delivered and repayments on borrowing would begin to be made the year following vehicle delivery.
- 5.6 As above where vehicles and equipment are required to address 'growth of town' pressures in future years, the annual budget build exercise will confirm if approved purchases can go ahead.
- 5.7 **Proposed vehicle / equipment approvals for 2019 – 2021. Appendix B** details the revised replacement programme for the 3 year period covering 2019/20 to 2021/22. The related future borrowing approvals to be recommended for inclusion within the 2019/20 MTFS are summarised in the Table below.

Table 1: Summary of Future Year Borrowing Approvals

Year	£000
2019/20	1,663
2020/21	942
2021/22	530

- 5.8 The above borrowing approval represent the maximum amount of borrowing which would be incurred if all vehicles were replaced and are in likely to result in some future re-phasing to reflect the timing of when vehicles are delivered.
- 5.9 The replacement programme reflects the view by management that the useful life of the existing vehicles has been extended to the viable limit, taking into account the higher cost of maintaining an ageing fleet. For the majority of vehicles provision already exists within Service budgets to meet the borrowing costs of vehicles purchased as part of the Fleet Service Level Agreement recharges. Where new vehicles are planned these reflect Growth of Town pressures beyond the capabilities of internal service efficiency initiatives.

6. RISK IMPLICATIONS

- 6.1 It is important that we ensure we provide a roadworthy fleet which has a near faultless service availability for safety and service critical vehicles.
- 6.2 For many of our specialist vehicles the procurement process – specification, tendering, ordering and manufacturers build period is a lengthy one, and up to eight months in some cases. In order to avoid procurement delays resulting in costly and inefficient external hires; service areas principally dependent upon vehicle fleets are seeking to transition to a vehicle procurement approval format that mirrors the three year forward plan and review practice undertaken in respect to the council's Medium Term Financial Strategy.

7. LEGAL CONSIDERATIONS

- 7.1 There are no legal considerations relating to this report.

8. CONSULTATION

- 8.1. A vehicle asset appraisal and service needs review has been undertaken with Service Managers and Team Leaders.

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 The attached **Appendix A** lists the vehicles, heavy plant or associated equipment deemed required during 2018/19 following service needs review process. The replacement budget for the current year is £1.780m which compares to a current budget of £3.305m. Therefore the budget and existing approval can be reduced by £1.525m

13.2 **Appendix B** details the revised replacement programme for the period 2019/20 to 2021/22 and the related future borrowing approvals to be recommended for inclusion within the 2019/20 MTFS

14. RECOMMENDATIONS

14.1 It is recommended that the Committee:

- i) Note the revised replacement budget for vehicle purchases already approved in previous years as set out in **Appendix A**; and
- ii) Approves the proposed replacement programme of vehicles, heavy plant and associated equipment as set out in Appendix B and related borrowing approvals set out in paragraph 4.7, to be referred to Finance and Policy Committee to recommend to Council as part of the 2019/20 MTFS.

15. REASONS FOR RECOMMENDATIONS

15.1. To maintain a fleet service that meets the needs of the Council.

16. BACKGROUND PAPERS

16.1 There are no background papers to this report.

17. CONTACT OFFICER

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APPENDIX A

2018-19 Vehicle and equipment procurement programme showing existing rephased MTFS borrowing approvals

Description	Fleet Reference	Service Area	Cost/ Borrowing Requirement total £'000
26T RCV 6x2 rear steer	6030	Waste Management	185
26T RCV 6x2 rear steer	6038	Waste Management	185
17 seater low floor accessible welfare bus	12062	Passenger Transport	80
17 seater low floor accessible welfare bus	12063	Passenger Transport	80
17 seater low floor accessible welfare bus	12060	Passenger Transport	80
17 seater low floor accessible welfare bus	12061	Passenger Transport	80
17 seater low floor accessible welfare bus	12059	Passenger Transport	80
Hayter T4240 4wd 5 Plex Mower c/w 10" 6 blade cutting heads	18075	Horticulture	45
Hayter T4240 4wd 5 Plex Mower c/w 10" 6 blade cutting heads	18076	Horticulture	45
Tractor trailed wide area rotary mower	18046	Horticulture	25
JOHN DEERE 90 HP 5820 Tractor	8032	Horticulture	55
JOHN DEERE 90 HP 5820 Tractor	8031	Horticulture	55
Triple flail ride-on-mower	18071	Horticulture	17
Triple flail ride-on-mower	18072	Horticulture	17
Triple flail ride-on-mower	18073	Horticulture	17
Triple flail ride-on-mower	18074	Horticulture	17
Compact sweeper	13050	Cleansing	75
Compact sweeper	13051	Cleansing	75
Compact sweeper	13049	Cleansing	75
Compact sweeper	13055	Cleansing	75
Iveco 6.5T 65C18 Enclosed Tipper c/w side mounted bin lift	3035	Cleansing	50
Iveco 6.5T 65C18 Enclosed Tipper c/w side mounted bin lift	3037	Cleansing	50
Small Panel Van	1166	Street Lighting	12.5
Small Panel Van	1173	M&E	12.5
Medium Panel Van	2223	M&E	15
Medium Panel Van	2224	M&E	15
Medium Panel Van	2225	M&E	15
18,000kg tipper c/w Lorry loader	5019	Street Lighting	85
Small Panel Van	1175	M&E	12.5
Price contingency			150
Total borrowing			£1,780

APPENDIX B

Requested vehicle and equipment procurement and MTFS borrowing approvals for period 2019-2021

Description	Fleet Reference	Service area	Cost/ Borrowing Requirement total £'000
Procurement and MTFS borrowing approvals relating to 2019 procurement year			
Telehandler 550-80 Wastemaster	Currently hired	Waste Management	88
RORO Hooklift Container/ Recycling Skip 40cu yds	HWRC6	Waste Management	3.5
RORO Hooklift Container/ Recycling Skip 40cu yds	HWRC7	Waste Management	3.5
RORO Hooklift Container/ Recycling Skip 40cu yds	HWRC11	Waste Management	3.5
RORO Hooklift Container/ Recycling Skip 40cu yds	HWRC13	Waste Management	3.5
RORO Hooklift Container/ Recycling Skip 40cu yds	TS1	Waste Management	3.5
RORO Hooklift Container/ Recycling Skip 40cu yds	TS2	Waste Management	3.5
RORO Hooklift Container/ Recycling Skip 40cu yds	TS3	Waste Management	3.5
RORO Hooklift Container/ Recycling Skip 40cu yds	TS4	Waste Management	3.5
RORO Hooklift Container/ Recycling Skip 40cu yds	TS5	Waste Management	3.5
RORO Hooklift Container/ Recycling Skip 40cu yds	TS6	Waste Management	3.5
RORO Hooklift Container/ Recycling Skip 40cu yds	TS7	Waste Management	3.5
Replace NX59 AKP with 16T Backstreet RCV	6031	Waste Management	135
Iveco 68 Seat Irisbus C Class 15000Kg Yellow Scolabus	12073	Passenger Transport	160
Iveco 68 Seat Irisbus C Class 15000Kg Yellow Scolabus	12068	Passenger Transport	160
Iveco 68 Seat Irisbus C Class 15000Kg Yellow Scolabus	12069	Passenger Transport	160
17 seater low floor accessible welfare bus	New	Passenger Transport	80
17 seater low floor accessible welfare bus	New	Passenger Transport	80
16 Seat Minibus	New	Passenger Transport	36
16 Seat Minibus	New	Passenger Transport	36
Triple flail ride-on-mower	18077	Horticulture	18
Triple flail ride-on-mower	18080	Horticulture	18
Triple flail ride-on-mower	18078	Horticulture	18
Triple flail ride-on-mower	18079	Horticulture	18
Ford Transit 350 LWB Double Cab Chassis/Tipper	2218	Horticulture	23
Tractor mounted narrow area rotary mower	Stealth	Horticulture	23
Ford Transit 350 LWB Double Cab Chassis/Tipper	Currently hired	Horticulture	23
Beach Rake tractor towed	29008	Cleansing	50
Iveco 6.5T 65C18 Encl. Tipper c/w side mount bin lift - see below	3036	Cleansing	50
16T Backstreet RCV - Possibly replace asset 3036 requirement	New	Cleansing	135
Medium Panel Van	Currently hired	M&E	15
Medium Panel Van	Currently hired	M&E	15
Crewcab tipper	Currently hired	M&E	23
Crewcab tipper	Currently hired	M&E	23
IVECO35C12D Crew cab tipper	2199	M&E	23
Small Panel van	1157	Community Services	12.5
Medium Panel Van	2205	Fleet Workshop	15
Medium Panel Van	2221	Parks & Countryside	15
Small Panel van	1164	M&E	12.5
4x4 Quad bike c/w chemical spraying equipment	22003	Transfer to Cleansing	10
4x4 Quad bike c/w chemical spraying equipment	22004	Transfer to Cleansing	10
Lifeguard service Jet ski	Jet ski	Beach safety	9.5
Price contingency			130
		Total borrowing	£1,663
Procurement and MTFS borrowing approvals relating to 2020 procurement year			
26T RCV 6x2 rear steer	6034	Waste Management	185
26T RCV 6x2 rear steer	6035	Waste Management	185
26T RCV 6x2 rear steer	6033	Waste Management	185
RORO Hooklift Container/ Recycling Skip 40cu yds	HWRC18	Waste Management	3.5
RORO Hooklift Container/ Recycling Skip 40cu yds	HWRC19	Waste Management	3.5
RORO Hooklift Container/ Recycling Skip 40cu yds	HWRC20	Waste Management	3.5
RORO Hooklift Container/ Recycling Skip 40cu yds	HWRC21	Waste Management	3.5

Description	Fleet Reference	Service area	Cost/ Borrowing Requirement total £'000
RORO Hooklift Container/ Recycling Skip 40cu yds	HWRC23	Waste Management	3.5
17 seater low floor accessible welfare bus	New	Passenger Transport	80
Courier van Peugeot Partner S L1 Hdi 92	1181	Passenger Transport	12.5
Iveco 6.5T Crew Cab Tipper	3034	Horticulture	45
Timberwolf TW S426TDKB green waste shredder	18061	Horticulture	35
Iveco 6.5T Tipper	2217	Horticulture	42
Kubota L3830 42 hp tractor West View Cemetery	8034	Horticulture	40
Kubota L3830 42 hp tractor Stranton Cemetery	8033	Horticulture	40
Price contingency			75
		Total borrowing	£942
Procurement and MTFS borrowing approvals relating to 2021 procurement year			
26T RCV 6x2 rear steer extra capacity Growth of Town	New	Waste Management	185
Large mechanical sweeper	13047	Cleansing	150
Large mechanical sweeper	13048	Cleansing	150
Price contingency			45
		Total borrowing	£530