

PLEASE NOTE VENUE

CULTURE, LEISURE AND TRANSPORTATION PORTFOLIO DECISION SCHEDULE



Tuesday, 14th November, 2006

at 10.00 a.m.

in the Red Room, Avondale Centre, Dyke House
(Raby Road Entrance)

Councillor Tumilty, Cabinet Member responsible for Culture, Leisure and Transportation will consider the following items.

1. **KEY DECISIONS**

None

2. **OTHER ITEMS REQUIRING DECISION**

- 2.1 Town Wide Condition Survey of Allotments – *Director of Adult and Community Services*
- 2.2 Adult and Community Services Diversity Report – *Director of Adult and Community Services*
- 2.3 Community Sports Coach Scheme Application – *Director of Adult and Community Services*
- 2.4 Community Sports Network – Application for Funding – *Director of Adult and Community Services*
- 2.5 Green Exercise Co-ordinator Bid – *Director of Adult and Community Services*
- 2.6 Operational Hours for Hartlepool's Maritime Experience – *Director of Adult and Community Services*
- 2.7 Proposed Admission Charges for Hartlepool's Maritime Experience 2007/08 – *Assistant Director (Community Services)*
- 2.8 Adult and Community Services Departmental Plan 2006/07 - 2nd Quarter Monitoring Report – *Director of Adult and Community Services*
- 2.9 Newburn Bridge – Local Safety Scheme – *Head of Technical Services*
- 2.10 West View Road Slip Road – Proposed One Way Street – *Head of Technical Services*
- 2.11 Business Parking Bays – Tankerville Street – *Head of Technical Services*
- 2.12 York Road Highway Improvements – Phase 1 – *Head of Technical Services*
- 2.13 Eamont Gardens – Request for Traffic Calming – *Head of Technical Services*
- 2.14 Revised Fares Stagecoach Supported Bus Contracts – *Head of Technical Services*

PLEASE NOTE VENUE

3. ITEMS FOR INFORMATION/DISCUSSION

- 3.1 Beach Lifeguard Season 2006 – *Director of Adult and Community Services*
- 3.2 Boat Owners Association Petition Regarding the Heugh Breakwater – *Head of Technical Services*
- 3.3 Houghton Street – Residents Parking Scheme – *Head of Technical Services*
- 3.4 Neighbourhood Services Departmental Plan 2006/2007 2nd Quarter Monitoring Report – *Head of Technical Services*

4. REPORTS FROM OVERVIEW OF SCRUTINY FORUMS

None

EXEMPT ITEMS

Under Section 100(A)(4) of the Local Government Act 1972, the press and public be excluded from the meeting for the following items of business on the grounds that it involves the likely disclosure of exempt information as defined in the paragraphs referred to below of Part 1 of Schedule 12A of the Local Government Act 1972 as amended by the Local Government (Access to Information) Act 1985

5. KEY DECISION

- 5.1 Town Moor Bowls Pavilion, Headland, Hartlepool (para 3) – *Assistant Director (Community Services) and Head of Procurement and Property Services*

6. OTHER ITEMS REQUIRING DECISION

None

**CULTURE, LEISURE AND TRANSPORTATION
PORTFOLIO
REPORT TO PORTFOLIO HOLDER
14 November 2006**



Report of: Director of Adult and Community Services

Subject: TOWN WIDE CONDITION SURVEY OF ALLOTMENTS

SUMMARY

1. PURPOSE OF REPORT

To advise on current inspection findings.

2. SUMMARY OF CONTENTS

The survey has identified a comprehensive condition overview of the allotment estate which assists targeted investment and identify allotment holders to be contacted with regard to either improve or risk eviction.

3. RELEVANCE TO PORTFOLIO HOLDER

Allotment provision is the remit of the Portfolio Holder.

4. TYPE OF DECISION

Non key.

5. DECISION MAKING ROUTE

Culture, Leisure and Transportation Portfolio Meeting 14 November 2006.

6. DECISION REQUIRED

- (i) Note the findings of the annual inspection.
- (ii) Support the concerted effort being made to secure a rolling programme of improvements to the allotment infrastructure.

Report of: Director of Adult and Community Services

Subject: TOWN WIDE CONDITION SURVEY OF ALLOTMENTS

1. PURPOSE OF REPORT

1.1 To advise on current inspection findings

2. BACKGROUND

2.1 During the first week of September each allotment plot was visited and a brief report on the condition of each was taken together with a photograph.

3. SITES SURVEYED

3.1 Of the sixteen allotment sites in the town, two sites were deemed to not need to be covered, ie Waverley Terrace and Briarfields due to them still being re-developed.

4. SUMMARY OF FINDINGS

4.1 Of the 1075 allotments available in 2000 there are now 1051 plots available. This is due to a reduction of plots at Briarfields and at Waverley Terrace due to a change in size following the improvement scheme. Of the 1007 plots currently available to be occupied, 58.8% were being well worked, 15.6% need to be worked better and 25.6% were not being cultivated at all. The site detail is attached as Appendix 1.

4.2 Animal husbandry of some form was evident on 8 of the 10 sites where animals are permitted (34% of plots occupied overall). Although pigeons (circa 4K registered) and chickens (circa 600 registered) account for the majority of livestock a wide variety of animals have been registered eg. cats, ducks, finches, fish, ferrets, rabbits, geese and even quail. In addition to this some unauthorised horses and ponies were found. Animals are not permitted on Briarfields, Haswell, Olive Street, Thompson Grove, Waverley, or Woodcroft.

4.3 The poor condition of fencing and access paths is believed to be contributing to the difficulty in re-letting plots at the Waverley, Brierton, Station lane and Chester road sites. Fly tipping is constantly compounding this problem.

5. ACTIONS TAKEN

5.1 Those plots noted as vacant and in a condition to be re-let are currently being offered out to new tenants.

5.2 Those plots not being worked but still have paid up tenants are being issued a notice to quit before the plots can be offered out. A notice to quit does

include the opportunity for reasonable appeal due to extenuating circumstances.

- 5.3 Plans are being drawn up to improve those plots at the Station Lane site that are not currently in a condition to be occupied. The area at Waverley Terrace that is derelict is to be cleared and grass seeded. The land would then be easier to maintain and kept clean until resources are available to continue the development started at the western end of the site.

6. **RECOMMENDATIONS**

The Portfolio Holder is requested to:-

1. Note the findings of the report
2. Support the concerted effort being made to secure a rolling programme of improvements to the allotments infrastructure.

CONTACT OFFICER: Richard Harland, Acting Parks and Countryside Officer

Town Wide Condition Survey of Allotments

Appendix 1

Site	Worked Well		Poor		No Work		Animals		Total
Briarfields	12	100.0%	0	0.0%	0	0.0%	0	0.0%	12
Brierton	17	29.8%	13	22.8%	27	47.4%	19	33.3%	57
Burn Valley	75	100.0%	0	0.0%	0	0.0%	23	30.7%	75
Catcote	19	33.9%	22	39.3%	15	26.8%	7	12.5%	56
Chester Road	81	54.7%	27	18.2%	38	25.7%	37	25.0%	146
Greatham	2	66.7%	0	0.0%	1	33.3%	0	0.0%	3
Haswell	30	100.0%	0	0.0%	0	0.0%	0	0.0%	30
Nicholsons Field	93	55.4%	33	19.6%	37	22.0%	86	51.2%	163
Olive Street	1	100.0%	0	0.0%	0	0.0%	0	0.0%	1
Station Lane	52	66.7%	1	1.3%	24	30.8%	0	0.0%	77
Stranton	87	49.7%	47	26.9%	41	23.4%	49	28.0%	175
Thornhill Gardens	47	54.7%	18	20.9%	21	24.4%	12	14.0%	86
Throston	56	68.3%	3	3.7%	23	28.0%	21	25.6%	82
Thompson Grove	3	60.0%	0	0.0%	2	40.0%	0	0.0%	5
Waverley Terrace	13	24.5%	0	0.0%	40	75.5%	0	0.0%	53
Woodcroft	30	100.0%	0	0.0%	0	0.0%	0	0.0%	30
	618	58.8	164	15.6	269	25.6	254	24.3%	1051

**CULTURE, LEISURE AND TRANSPORTATION
PORTFOLIO**

Report To Portfolio Holder
14 November 2006



Report of: Director of Adult and Community Services

Subject: ADULT AND COMMUNITY SERVICES DIVERSITY
REPORT

SUMMARY

1. PURPOSE OF REPORT

To report progress made in respect of the Adult and Community Services (A&CS) Diversity Action Plan, which forms part of the Corporate Race Equality Scheme.

2. SUMMARY OF CONTENTS

The report provides details of the Council's progress in respect of the actions planned to promote diversity.

3. RELEVANCE TO PORTFOLIO MEMBER

Departmental Performance

4. TYPE OF DECISION

Non-key.

5. DECISION MAKING ROUTE

Portfolio Holder

6. DECISION REQUIRED

To endorse the report and note progress with the Action Plan.

Report of: Director of Adult and Community Services

Subject: ADULT AND COMMUNITY SERVICES DIVERSITY REPORT

1. PURPOSE OF REPORT

1.1 To report to Portfolio Holder progress with the Action plan in respect of Diversity.

2. BACKGROUND

2.1 The Corporate Race and Diversity Scheme was published in May 2006. A Departmental Plan was drafted as part of this process. This includes:

- Identification and implementation of the actions required to achieve Level 3 of the standard.
- Implementation of actions identified through the Impact Needs Requirement assessment process, which is undertaken each year to assess each function in terms of diversity.
- Highlights the Diversity Impact Assessments to be undertaken during the year.

2.2 The Plan was developed by members of the Department's Diversity Steering Group which includes members from each service area in the Department. The Group reports to the Departmental Management Team (DMT) and the Corporate Diversity Group.

2.3 The Department aims to mainstream diversity activity and has been successful in driving this agenda. A number of briefings and workshops have been held for Directorate, DMT and Managers providing general training on diversity and specific topic based training to complement the Corporate training available.

3. ACTIVITY TO DATE

3.1 The Department has also attended the 'Talking With Communities' group to ensure we are undertaking effective consultation with the black, minority and ethnic (BME) community. Discussions to date have covered Disability, Direct Payments, Extra Care Housing and Adult Education issues. The next meeting will cover Community Services and consultation in proposed changes to eligibility criteria for adult social care 'Fair Access to Care'.

Talking With Communities, which has been led corporately has been a significant development and has made a real difference to the way we engage with the black, minority and ethnic community.

- 3.5 The established communication methods for consultation with people with a disability including the Planning Group 'Improving Life Chances' and All Ability Forum, and specific voluntary sector organisations in this area (including the Deaf Centre, Access Group) have been discussed at the Steering Group so that all parts of the Department are plugged into this network.
- 3.6 The Department has used the IDEA Work Book for recording evidence regarding the Equality Standard. It is currently being updated to include the 3 new Equality Standard Strands, age, sexual orientation, religion and belief. The update to Management Forum on 26th October 2006, covered amongst other topics, the new Age Discrimination Legislation, which came into effect on 1 October 2006.
- 3.7 Some key achievements include the appointment of a Disability Sports Officer on 5 June 2006, who has made significant steps in progressing this agenda. A number of cultural events have been arranged including 'Faces of Asia - Through The Eyes Of' exhibition at the Art Gallery and the Fireworks Display this year has a Bollywood theme.
- 3.8 The review of library vehicle services has been completed which included an assessment of how these services are delivered to those with special needs, who find visiting a library difficult. It should also be noted that ethnicity recording in all adult social care is now close to 100%. Adult and Community Services are by far the major users of the Tees Valley Communication Interpretation service.
- 3.9 A full progress report on actions identified is attached at **APPENDIX A.**

4. **RECOMMENDATIONS**

- 4.1 That the Portfolio Holder endorses this report.

DIVERSITY ACTION PLAN

17 October 2006

ACTION	LEAD	IN DEPT/SERVICE PLAN D/S/No	COMMENTS ON PROGRESS
<u>Adult Education</u>	Maggie Heaps		
<ul style="list-style-type: none"> Increase type of support required 		S	Additional in class support available from September 06.
<ul style="list-style-type: none"> Annual review of delivery options 		S	In progress as part of Self Assessment.
<ul style="list-style-type: none"> Staff development programme 		S	Staff Development programme in place.
<ul style="list-style-type: none"> Provide increased services on line 		S	Online enrolment now available. Learning platform now in place.
<ul style="list-style-type: none"> Carry out an audit of available services (on information and advice to adults) 		S	Process started as part of annual Self Assessment.
<ul style="list-style-type: none"> DIAs to be undertaken 			
<ul style="list-style-type: none"> Annual analysis of provision 		S	In progress as part of annual Self Assessment Process.
<ul style="list-style-type: none"> Review impact of e-learning 		S	Scheduled for Spring 07.
<ul style="list-style-type: none"> Analysis of availability of information and advice 			Scheduled for November 06.
<ul style="list-style-type: none"> <u>Sports and Recreation</u> 	Pat Usher		
<ul style="list-style-type: none"> Leisure Centre user survey will be undertaken May 2006 		LP1CS2a LAA13	Survey conducted in May and awaiting breakdown of results in respect of attendance from NRF Wards.
<ul style="list-style-type: none"> Review advertising literature 		LAA29	Standardisation of production of advertising literature displayed in Leisure Centres ongoing. New advertising literature for the Community Centres being developed including large print versions.
<ul style="list-style-type: none"> DIAs to be undertaken 		LAA13	Ongoing process. Mini workshop session undertaken 6 th September. Further workshop for the team to be held 19 th October aim of which to complete DIA's on individual service areas
<ul style="list-style-type: none"> Disability Sports Officer – impact of the work programme 			See attached paperwork that gives update on progress made.
<u>Arts and Museums</u>	John Menear		
<ul style="list-style-type: none"> Improve accessibility of publicity information and interpretation of the museum collections 		CL1.1	Tees Valley SPA project underway – Documentation Officer improving quality and depth of collections documentation. On production of brochures, leaflets, website and other publicity consider and comply to DDA recommendation re: font size, colours, readability and offer other formats

DIVERSITY ACTION PLAN

17 October 2006

ACTION	LEAD	IN DEPT/SERVICE PLAN D/S/No	COMMENTS ON PROGRESS
			Tour of Museum of Hartlepool initially being translated into 2 languages. Large print and other tours being developed
<ul style="list-style-type: none"> Undertake professional access audit/DDA plan and access improvements to Wingfield Castle 		HC18.1	Researching who and costs
<ul style="list-style-type: none"> Deliver a Diversity and Contemporary Collecting Project 		CL6.8	Completed, culminated in an exhibition at Hartlepool Art Gallery "Through the Eyes of" and objects and oral histories for the collection
<ul style="list-style-type: none"> Enhance and broaden interpretation, educational provision for diverse audiences (including young people, disabled and Black & Minority Ethnic people) at the Hartlepool's Maritime Experience and Hartlepool Art Gallery. 		CL6.8	Live Interpreter post now filled - to encourage diverse audiences through drama. Will be training front of house staff at Hartlepool's Maritime Experience. Also discussing developing a programme for Hartlepool Art Gallery. Web page project for school visitors to gallery "Changing Museums" gallery re-display project core funding now secured. bid to DCMS Wolfson fund in preparation Sept-Dec 06. Public consultation to start Jan 07
<ul style="list-style-type: none"> Create a new education suite for lifelong learning on PSS Wingfield Castle 		CL6.8	Awaiting results of Heritage Lottery Fund bid – November 2006
<ul style="list-style-type: none"> Launch the SPA website to provide on-line access to collections. 		CL1.1	Ongoing – Renaissance in the Regions project in partnership with Middlesbrough Museum Service, launching December 2006
<ul style="list-style-type: none"> Deliver a programme of arts and museums outreach projects with under-represented audiences 		CL6.8	Ongoing – photography project with BME women's group, people with mental health disabilities and young people. English speakers of other languages (ESOL) project with BME audiences Building of a round house at Summerhill with various under represented groups
<ul style="list-style-type: none"> Deliver 'Window on the World', a multi-cultural themed festival of exhibitions and events 		CL2.6	Maritime Festival a great success bring together diverse range of artists/performers Produce a range of publicity for Faces of Asia and Toys from India exhibitions and the Lantern Boat Parade. Consider and comply with DDA regulations and credit appropriate funders Photography exhibitions showing the work of various projects opens 23/09/06. School programme to accompany Steve McCurry exhibition "Faces of Asia"

DIVERSITY ACTION PLAN

17 October 2006

ACTION	LEAD	IN DEPT/SERVICE PLAN D/S/No	COMMENTS ON PROGRESS
<ul style="list-style-type: none"> Expand facilities at the Tramshed to enhance and widen provision for the community 		HC14.1	Ongoing – Adult Education assessing and promoting
<ul style="list-style-type: none"> Monitor and evaluate quality outcomes for service users using 'Inspiring Learning for All' framework 		CL6.8	Education and Cleveland Theatre Company Drama have been evaluated according to Inspiring Learning For All framework. Currently planning evaluation programmes for other areas
<ul style="list-style-type: none"> DIA's to be undertaken: 			
Access improvements on Wingfield Castle			Awaiting result of Heritage Lottery Fund bid – November 2006
Analysis of availability/accessibility of information			Awaiting result of Heritage Lottery Fund bid – November 2006
<u>Community Grants</u>	Sue Ryback		
<ul style="list-style-type: none"> Align Community Pool criteria with objectives of the Community Strategy 		NO	Community Pool criteria reviewed and approved by Members 2004. New criteria implemented for the 2005/2006 financial year.
<u>Archaeology</u>	John Mennear		
<ul style="list-style-type: none"> Improve resources for public/education projects and accessibility using the Internet 			Schedule of events kept up to date
<u>Adult Social Care</u>			
<ul style="list-style-type: none"> Look at the Access Strategy and Contact Centre 	Ewen Weir		Work progressing. Further DMT discussion arranged.
<ul style="list-style-type: none"> Review commissioned services 	Phil Hornsby		
<ul style="list-style-type: none"> Look at the implications of the White Paper (Our Health, Our Care, Our Say) 	Nic Bailey/ Margaret Hunt	DEPT	Workshop held. Regional workshops attended. Work in progress to continue to assess & implement the White Paper.

DIVERSITY ACTION PLAN

17 October 2006

ACTION	LEAD	IN DEPT/SERVICE PLAN D/S/No	COMMENTS ON PROGRESS
<ul style="list-style-type: none"> Development of specific leaflets 	Marie Horsley		A variety of information has been produced in a range of formats – e.g easy read/large print/audio tape/Braille. Also all public information produced in Adult Care is available in these formats and also identified languages to meet diversity needs of the town A link to information on the Portal is also via hyperlink on internal and external order form/lists.
<ul style="list-style-type: none"> Review public information 	Marie Horsley		A bi-monthly bulletin is now produced to ensure available and planned information is publicized and also new developments are shared and promoted workforce guidance re production of good public information
<ul style="list-style-type: none"> Continue to increase the recording of ethnicity and monitor and try to improve the usage of services by the Black Minority Ethnic Communities 	Trevor Smith		Excellent recording of ethnicity. Now 99.99%
<ul style="list-style-type: none"> Continue to improve process and outcomes for users 	(linked to SAP)		
<ul style="list-style-type: none"> Implement electronic Single Assessment 	Steve Thomas		Paper based system implemented. Looking at electronic system across area.
<ul style="list-style-type: none"> Implement Health and Social Care Integrated Teams 	Ewen Weir		Work progressing. Project Manager in post.
<ul style="list-style-type: none"> Implement Direct Payments Action Plan and individual budgets 	Liz Bruce		Internal steering Group set up, action plan being implemented.
<ul style="list-style-type: none"> Expand choice of housing through Joseph Rowntree Extra Care and shared equity scheme 	Ray Turnbull	YES	Work progressing. Further consultation in progress. Visit to Talking With Communities.
<ul style="list-style-type: none"> Monitor and evaluate quality outcomes for services users 	Phil Hornsby		Work in progress.
<ul style="list-style-type: none"> Incorporate improvements from Commission for Social Care Improvement Learning Disability Inspection 	Liz Bruce		Report to Cabinet 6 November 2006 with Action Plan.
<ul style="list-style-type: none"> Implement mental health social inclusion strategy 	Carl Bashford		All the Themed Partnerships have allocated LIT members who will work collaboratively to produce relevant action plans. Currently work is being

DIVERSITY ACTION PLAN

17 October 2006

ACTION	LEAD	IN DEPT/SERVICE PLAN D/S/No	COMMENTS ON PROGRESS
			developed with the Environment Themed Partnership to develop Horticultural Project to increase social/ vocational outcomes and there is work ongoing to develop Employment Initiatives to improve social inclusion.
<ul style="list-style-type: none"> Implement new legislative guidance 	Carl Bashford	YES	<p>a) Independent Mental Capacity Act (a support event is planned for 8th September where a group from Hartlepool are attending to agree to planning, training and commissioning process) with the goal of having people in place for end March 07 and a training schedule put in place.</p> <p>b) The Amendment to the Mental Health Bill. The consultation process on how to implement planned amendments to the Bill ends on the 8th September, the MH LIT has been kept updated and had opportunity to comment.</p> <p>c) One of the PCT 'targets' is for Development Workers to improve services in relation to mental health and Black and Minority Ethnic communities, which we agreed to jointly across Tees (Hartlepool share is 1.14). the preferred provider has been identified and it is expected they will have people in post by the end of December.</p>
<ul style="list-style-type: none"> Review public information distribution 	Marie Horsley		Order Forms/Lists for internal and also external use have been reviewed to ensure that information is up to date from point of view of what is available and also regarding distribution to ensure all stakeholders are included. Further work will be done to monitor uptake and trends in requested information.
<ul style="list-style-type: none"> Extra Care Housing – further presentations and public information via Portal and other media, will widen opportunities for older people's participation through Diversity Forum and representation on the sub Design Group to help develop the housing and care support services, procedures and guidance 	Ray Turnbull		Project progressing. Talking With Communities Consultation held June. Further Consultations to be held.
<ul style="list-style-type: none"> Develop advocacy for people with a learning disability 	Liz Bruce		

DIVERSITY ACTION PLAN

17 October 2006

ACTION	LEAD	IN DEPT/SERVICE PLAN D/S/No	COMMENTS ON PROGRESS
<ul style="list-style-type: none"> Telecare Partnership Board to broaden the consultation of the Telecare strategy and develop awareness training for carers and users across all service user groups and help develop procedures and guidance through the Strategic Partnership arrangements. Produce an action plan that will lead to mainstreaming of the service and complement the preventative agenda. 	Ray Tumbull		Work Progressing on telecare strategy
<ul style="list-style-type: none"> Diversity Impact Assessments (DIAs) to be undertaken 			
Learning Disability Commissioning Strategy	Phil Hornsby/ Liz Bruce		
Extra Care Housing	Ray Tumbull		Complete
Direct Payments Equipment	Margaret Hunt		In progress
Telecare	Ray Tumbull		
Integrated Teams	Steve Thomas		Complete
Fair Access to Care	Margaret Hunt/ Alan Dobby		In progress
Carers	Janet Wistow		In Progress

DIVERSITY ACTION PLAN

17 October 2006

ACTION	LEAD	IN DEPT/SERVICE PLAN D/S/No	COMMENTS ON PROGRESS
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<u>Libraries</u>			
<ul style="list-style-type: none"> • Reviewing library vehicle delivered services with the aim of making them more efficient and focus them more accurately. This will include how we deliver services to those with a special need who find visiting a library difficult for physical/mental reasons 	Graham Jarritt		Assessment of current services complete. Revised service plan to be completed by end Sept 06.
<ul style="list-style-type: none"> • We are also planning to launch a new database which will be a signposting tool to guide users onto other websites and/or source of information. It is aimed at anyone who regards themselves as socially excluded either on a permanent or a temporary basis. This will be available on the desktop of our people's network machines. 	Graham Jarritt		This database is now available online
<ul style="list-style-type: none"> • In general terms all libraries will continue to actively promote services to groups who are traditionally poor library users (e.g. young men). 			Examples include: New collection 'Reading for mental wellbeing' – launch Sept 06, Reading group for people with mental health issues, ordering new requested materials in Bengali.
<ul style="list-style-type: none"> • DIAs Library Plan 			Submitted to Cabinet as part of Annual Library Plan report

DIVERSITY ACTION PLAN

17 October 2006

ACTION	LEAD	IN DEPT/SERVICE PLAN D/S/No	COMMENTS ON PROGRESS
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<u>Parks and Countryside</u>			
<ul style="list-style-type: none"> • Include multi-language addition to information on events and on leaflets 	Tony Davison		Information to be received. Summerhill is part of the 'Language Line' initiative
<ul style="list-style-type: none"> • Establish direct contact with the 'Talking with Communities' initiative considering issues in the local countryside. 	Richard Harland	LPI CS 9 CS EH1-4 LAA 30, 20&21	Parks and Countryside team programmed in for the 'Talking with Communities' meeting in November
<ul style="list-style-type: none"> • Launch a café facility at Summerhill in conjunction with the Havelock Day Centre 	Tony Davison	LPI CS 9 CS EH1-4 LAA 30, 20&21	Café launched in April. Currently offering catering for 5 days per week during the summer holidays. Separate procedure developed. Café operating under the trading name of 'Summerhill Tea Shop'.
<ul style="list-style-type: none"> • Work with the Havelock Day Centre to develop a social enterprise garden centre project 	Tony Davison		Some support given to the Havelock in relation to this project although the initial idea of setting something up at Summerhill is not feasible.
<ul style="list-style-type: none"> • DIAs 			
<ul style="list-style-type: none"> • Rights of Way (access for all) 	Richard Harland		The project is continuing within its time frame.
<ul style="list-style-type: none"> • Grayfields Project 	Richard Harland	LAA 29,30	The project is nearing completion with only snagging to be done on the main pavilion consultation on its use with BME is still to be done.
<ul style="list-style-type: none"> • Burn Valley Gardens 	Richard Harland	LAA 29,30	The project is approaching completion with the fitting of main gates and installation of multi language sign.

**CULTURE, LEISURE AND TRANSPORTATION
PORTFOLIO**

Report To Portfolio Holder
14th November 2006

Report of: Director of Adult & Community Services

Subject: COMMUNITY SPORTS COACH SCHEME
APPLICATION

SUMMARY

1. PURPOSE OF REPORT

To inform the Portfolio holder regarding a grant application to the national Community Sports Coach Scheme to provide two part-time Community Coaches to work at a local level in Hartlepool.

2. SUMMARY OF CONTENTS

Details of the scheme are given together with the intended purpose of the Community Sports Coaches, should the application be successful.

3. RELEVANCE TO PORTFOLIO MEMBER

Culture, Leisure and Transportation Portfolio includes Sport and Recreation.

4. TYPE OF DECISION

Non-key decision

5. DECISION MAKING ROUTE

Culture, Leisure and Transportation Portfolio decision meeting 14th November, 2006.

6. DECISION(S) REQUIRED

Comments are invited from the Portfolio holder.

Report of: Director of Adult & Community Services

Subject: COMMUNITY SPORTS COACH SCHEME
APPLICATION

1. PURPOSE OF REPORT

- 1.1 To inform the Portfolio holder regarding a grant application to the national Community Sports Coach Scheme to provide two part-time Community Coaches to work at a local level in Hartlepool.
- 1.2 Details of the scheme are given together with the intended purpose of the Community Sports Coaches, should the application be successful.

2. BACKGROUND

- 2.1 The *Coaching Task Force Final Report* (July 2002) identified a number of issues relating to the employment of coaches in England:
 - limited opportunities for coaches to develop coaching as a career;
 - few active professional coaches; and
 - a lack of professional development of coaches.
- 2.2 It identified a need for greater numbers of high-quality active coaches to service demand, and a current lack of employment opportunities making it difficult to promote coaching as a viable profession. The Community Sports Coach Scheme was therefore developed to address some of these problems by contributing to a step change in the career pathway for coaches in England.
- 2.3 Delivery of the Community Sports Coach scheme started in 2004 and aimed to establish in England 3,000 paid, qualified Community Sports Coaches working at a local level, and to increase the number and range of coaching opportunities according to strategic and local need by 2006 and beyond. It was hoped that the scheme would result in:
 - a step change in developing a career structure for coaching;
 - an increase in the number of qualified coaches employed at a local level;
 - quality standards for the recruitment, employment, management and development of coaches;
 - managed, quality continuous professional development support for employed coaches; and
 - high-quality coaching with a focus on young people.

- 2.4 In the North East region, over 170 full time and part time Community Sports Coaches have already been funded through the scheme and are now delivering a wide range of sports including; sailing, rugby union, rugby league, gymnastics, tennis, orienteering, rowing, cricket, basketball, judo, table tennis, swimming, hockey, girls football, volleyball, badminton, athletics, netball, disability sport, dance, cycling, multi-sports, multi-skills & physical activity.
- 2.5 In Hartlepool, two such Coaches are already funded and employed; one with Hartlepool Swimming Club assisting with the delivery of *Swim Hartlepool*, Hartlepool's Swim Development Strategy and the other working with the Council's Drugs Intervention Programme Team in partnership with the Sport and Recreation service. Others have been directly employed by National Governing Bodies of Sport such as Rugby Union, Badminton, Orienteering and Table Tennis with a remit to not only work just in Hartlepool but across the Tees Valley region too. Collectively these posts are obviously contributing towards making a positive impact on increasing participation in sport and physical activity in Hartlepool and have provided employment opportunities for highly skilled and qualified coaches.
- 2.6 The North East Region has recently been given additional funding by DCMS to support applications for a minimum of 38 new Community Sports Coach posts. As recruitment and retention of coaches has always been problematic for the Sport and Recreation service, the opportunity has been taken to make use of this scheme with a Stage 1 expression of interest being submitted for two part-time posts, details of which are at Section 3.
- 2.7 Sub regionally, the Tees Valley County Sports Partnership are acting as strategic co-ordinators of the scheme and will subsequently apply via the Community Investment Fund (CIF) for funding on behalf of all interested partners. DCMS have set a tight timescale for the delivery of new posts and the Regional Sports Board will make final funding decisions in December 2006.

3. DETAILS OF POSTS AND DEVELOPMENT PROGRAMME

- 3.1 A Stage 1 application has been submitted for two part-time Community Sports Coaches working within two specific areas of identified need in Hartlepool. Both Coaches would be employed on a fixed term contract for a period of two years.
- 3.2 The first is within the area of disability sport where the Community Sports Coach would further enhance the work of the Disability Sports Officer within the Sports Development Team. An audit of provision undertaken by this Officer who is only employed on a part-time basis herself, has highlighted the need for further activities to be developed for disabled people in Hartlepool.

- 3.3 The Disability Sports Officer has a very distinct development and coordination role and the Community Sports Coach would provide support by delivering newly identified sessions. The postholder would have a remit to deliver an activity programme for disabled people of all ages across Hartlepool and with a 'multi-sport' approach in mind, the range of sports on offer through this programme would be restricted only by the qualifications and experiences of the individual taking up the new post.
- 3.4 Work will be carried out with groups, both new and established, and also with individuals who may need assistance in identifying suitable programmes of activity and support through the initial stages of integration. It is intended that sessions will be delivered at a number of venues including our Community Centres and Leisure Centres and potentially could also include some curriculum-based and after school work.
- 3.5 This would enable a more co-ordinated and well balanced approach to sport and physical activity provision for disabled people across Hartlepool and would allow Sport & Recreation to work more closely with other providers, to formalise links and to develop a long-term sustainability of activities.
- 3.6 The second post is to provide a multi-sports coach to work specifically on developing new activities and sessions within our Leisure Centres and Community Centre venues. This has come about owing to the difficulties experienced with the recruitment and retention of coaches in general and the desire to develop participation opportunities within our Community Centres. Again, the range of sports on offer through this programme would be restricted only by the qualifications and experiences of the individual taking up the new post.
- 3.7 The intention is that the postholder would work closely with the facility management teams, identifying new participative opportunities to enhance the activity programmes already on offer and the main objectives would be to:
- Deliver activities and programmes for all ages, with a 'multi-sport' approach in mind.
 - Increase participation in sport and active recreation for all ages.
 - Contribute to improving health and the well being of the community through participation and education.
 - Encourage the take up of sport and active recreation by those currently not already doing so.

As a result of this anticipated outcomes are:

- To provide a co-ordinated and well-balanced approach to sport and physical activity provision within our facilities across Hartlepool.
- To increase upon the range of sport and active recreation activities available to the community
- Further meet the demands of the community in terms of the provision of sport and active recreation
- To improve the level of coaches by making available classes and groups who would benefit from the coaching provided.

3.8 Overall, the availability of these two posts will enable people in Hartlepool to have improved opportunities for participation in sport and physical activity. Not only will this enable us to attract those already participating, but also more importantly, to engage with those who are not accessing any sort of activity for whatever reason.

3.9 With the outcome of our funding application being eventually known in December 2006, the intention is that these posts will be filled with employment commencing April 1st 2007.

4. FINANCIAL IMPLICATIONS

4.1 The funding application is a two-stage approach and with the outcome of our Stage 1 application being known in October 2006, a Stage 2 submission will then be made with a final decision taken by the Regional Sports Board in December 2006. With cost details still yet therefore to be finalised as part of the Stage 2 submission, it is likely to elicit funding of approximately £8,000 for the two posts, over a two-year period.

4.2 As the Community Investment Fund provides a maximum of 50% funding towards total project revenue costs, match funding of £8,000 over the two-year period is being provided from Sport and Recreation revenue budgets. This would normally be spent on coached activities and providing an excellent opportunity to maximise our investment within this area of work.

5. RECOMMENDATIONS

Comments are invited on the plans to create two part-time Community Sports Coaches, subject to a grant award.

CONTACT OFFICER: Pat Usher – Sport & Recreation Manager
Background Papers

**CULTURE, LEISURE AND TRANSPORTATION
PORTFOLIO**

Report To Portfolio Holder
14th November 2006

Report of: Director of Adult & Community Services

Subject: COMMUNITY SPORTS NETWORK –
APPLICATION FOR FUNDING

SUMMARY

1. PURPOSE OF REPORT

To inform the Portfolio holder regarding a grant application via Sport England to the national Community Investment Fund to provide a Community Sports Network Coordinator and through that, establish a Community Sports Network in Hartlepool.

2. SUMMARY OF CONTENTS

Details of the proposed development are given together with the intended duties and responsibilities of the Community Sports Network Coordinator should the application be successful.

3. RELEVANCE TO PORTFOLIO MEMBER

Culture, Leisure and Transportation Portfolio includes Sport and Recreation.

4. TYPE OF DECISION

Non-key decision

5. DECISION MAKING ROUTE

Culture, Leisure and Transportation Portfolio decision meeting 14th November 2006.

6. DECISION(S) REQUIRED

Comments are invited from the Portfolio Holder on the plans to establish a Community Sports Network in Hartlepool via the creation of a new post, subject to a grant award.

Report of: Director of Adult & Community Services

Subject: COMMUNITY SPORTS NETWORK – APPLICATION FOR FUNDING

1. PURPOSE OF REPORT

- 1.1 To inform the Portfolio holder regarding a grant application via Sport England to the national Community Investment Fund (CIF) to provide a Community Sports Network Coordinator and through that, establish a Community Sports Network in Hartlepool.
- 1.2 Details of the proposed development are given together with the intended duties and responsibilities of the Community Sports Network Coordinator should the application be successful.

2. BACKGROUND

- 2.1 In a report to the Portfolio Holder on May 3rd, 2006, details were given regarding the evolution of Tees Valley Sports Partnership and the strategy to deliver the Government's agenda for sport and physical activity, *Game Plan*, (2002). This set out the agenda to increase and widen participation in sport with the aim of achieving international success and change to deliver better/more effective community sport.
- 2.2 Within *Game Plan*, the Government set a national target to widen the base and increase participation in England by 1% annually. It had concluded however that the structures for administering and delivering sport were extremely complex and had evolved ad hoc over a period of time. It recognised therefore that in order to achieve the target that it would be necessary to work through a Single System for the delivery of community sport in England, bringing in key partners such as Local Authorities, school sports partnerships, national governing bodies and other groups working together with a common theme.
- 2.3 *Game Plan* reflected that the coordination of delivery would obviously be the key challenge in ensuring increased participation in the region. As a result, the Tees Valley County Sports Partnership was developed as the sub-regional sports partnership responsible for the coordination of this delivery.
- 2.4 At a local level however and as an integral element of the Single System for Sport has been seen the need to establish a Community Sports Network (CSN) whose core functions would be to increase participation in sport and physical activity and widen access to

opportunities. There was a recognition however that many such alliances and partnerships perhaps already existed at a local level but their integration into a Single System was necessary if everyone was to work towards a common theme.

- 2.5 The National Framework for Sport identified that ‘at a local level there was felt to be a need for all local authorities to ‘take the lead’ for overseeing the strategic planning for structured sport, physical education, lifelong learning through sport and informal recreation activities’. As a result, the expectation is that CSN’s should be local authority led and coordinated.
- 2.6 To facilitate this therefore, having recognised the implications of local authorities being not being able to properly resource this, via an application process, 75% funding over a three-year period has been made available to establish a CSN post within each Local Authority area in the country.
- 2.7 A Stage 1 application for funding to provide this post has just been submitted to Sport England. Given that this is approved, a Stage 2 application will then be made for approval at the Regional Sports Board due in January 2007.

3. DEVELOPMENT OF THE COMMUNITY SPORTS NETWORK

- 3.1 As previously detailed in paragraph 2.4, there is recognition that there may already be alliances and partnerships networking and operating at a local level. In Hartlepool, we do have two such main partnerships as well as various other smaller sport specific groups.
- 3.2 The first is *Sport Hartlepool*, an alliance of various providers, operators and strategic partners that was originally established in 2003 and led by the Specialist Sports College. Initially, the group worked well and as a consequence, it was intended that it would provide a link into the Local Strategic Partnership (LSP) via the Culture and Leisure Theme Partnership. However, it has not met since March 2005.
- 3.3 The second is the Physical Activity Theme Group, a sub-group of the Public Health Strategy Group. This was established earlier this year following the adoption of Hartlepool’s Public Health Strategy and is led by Adult & Community Services Department at the request of the PCT. However, this has proved extremely difficult to facilitate and coordinate owing to a lack of available resources, and whilst is working to an Action Plan, is not functioning as it should.
- 3.4 The opportunity for the provision of funding for a new full-time post will therefore enable us to combine both groups, integrate other sub-groups and a consequence create a new CSN for Hartlepool. By doing so, the following benefits would be provided: -

- a strong link with the LSP
 - a representative group which includes all relevant local stakeholders from public, private and voluntary sectors with an interest in increasing sport and physical activity levels
 - a reduction in waste and less duplication of effort through sharing resources and knowledge
 - support and assist in the creation and development of sporting pathways for people to achieve their potential
 - co-ordinate the engagement and integration of sport in order to support the achievement of outcomes as part of Local Area Agreements
 - support the achievement of performance indicators as part of the CPA process
 - successfully coordinate opportunities for sport and physical activity in Hartlepool
 - act as the consultative body for any CIF applications made relating to sport and physical activity in Hartlepool
- 3.5 An initial thought on how the Community Sports Network model could look for Hartlepool is attached at **APPENDIX A**.
- 3.6 It is intended that the new Officer will work as part of the existing Sports Development Team, reporting directly to the Sports Development Manager. This will ensure that the new post-holder will benefit from the extensive support of the rest of the Team and the strong links already developed with the health sector, schools, community groups and the voluntary sector. The post-holder's work will also represent significant added value to existing provision.
- 3.7 As well as having a responsibility for the successful coordination of the CSN, the Officer will ensure effective communication across the range of sectors representing sport and physical activity. Via the CSN, he/she would also be responsible for the ensuring the delivery of the Public Health Strategy Physical Activity Action Plan and play a major role in identifying local needs and potential interventions, developing a shared vision for the use of resources.
- 3.8 The Officer will be expected to work in collaboration with a variety of partners and organisations particularly those from the voluntary sector. This is to ensure an increase in Hartlepool's infrastructure capacity in order to meet the anticipated increase in users wishing to participate in sport and physical activity. This will include Club and coach development, enhancing and supporting the existing work of the Sports Development Team.
- 3.9 The post-holder will also be expected to play a substantial role in the CSN's development of a Sport & Physical Activity Strategy for Hartlepool. He/she will also be expected to undertake a major role in the Department's desire to gain accreditation for either Quest or for the

adoption of the TAES model (Towards an Excellent Service) to ensure continuous improvement of our service delivery.

- 3.10 Acting as the link and in some cases co-ordinating sub-groups of the CSN, the post-holder will be expected to report back to the main group on progress made. He/she will also be responsible for providing reports and feedback from the CSN to the Culture and Leisure Theme Partnership group on a regular basis.
- 3.11 With the outcome of available CIF funding being eventually known in January 2007, the intention is that the post will be recruited and filled with employment commencing April 1st 2007.

4. FINANCIAL IMPLICATIONS

- 4.1 The CIF funding application is a two-stage approach and with the outcome of our Stage 1 application being known towards the end of November 2006, a Stage 2 submission will then be made with a final decision taken by the Regional Sports Board in January 2007.
- 4.2 The available funding amounts to 75% of total costs over a three-year period. With cost details still yet therefore to be finalised as part of the Stage 2 submission, it is likely to elicit funding of approximately £83,094 for the post and a development fund, spread over a three-year period.
- 4.3 As the Community Investment Fund only provides a maximum of 75% funding towards total project revenue costs, match funding of £27,698 (approximately £9,233 per year) will need to be provided. This has been highlighted as a budgetary pressure for the Department as part of the 2007/08 Budget setting process. It is however a significant opportunity for Hartlepool to gain tremendous benefit from a relatively low level of investment.

5. RECOMMENDATIONS

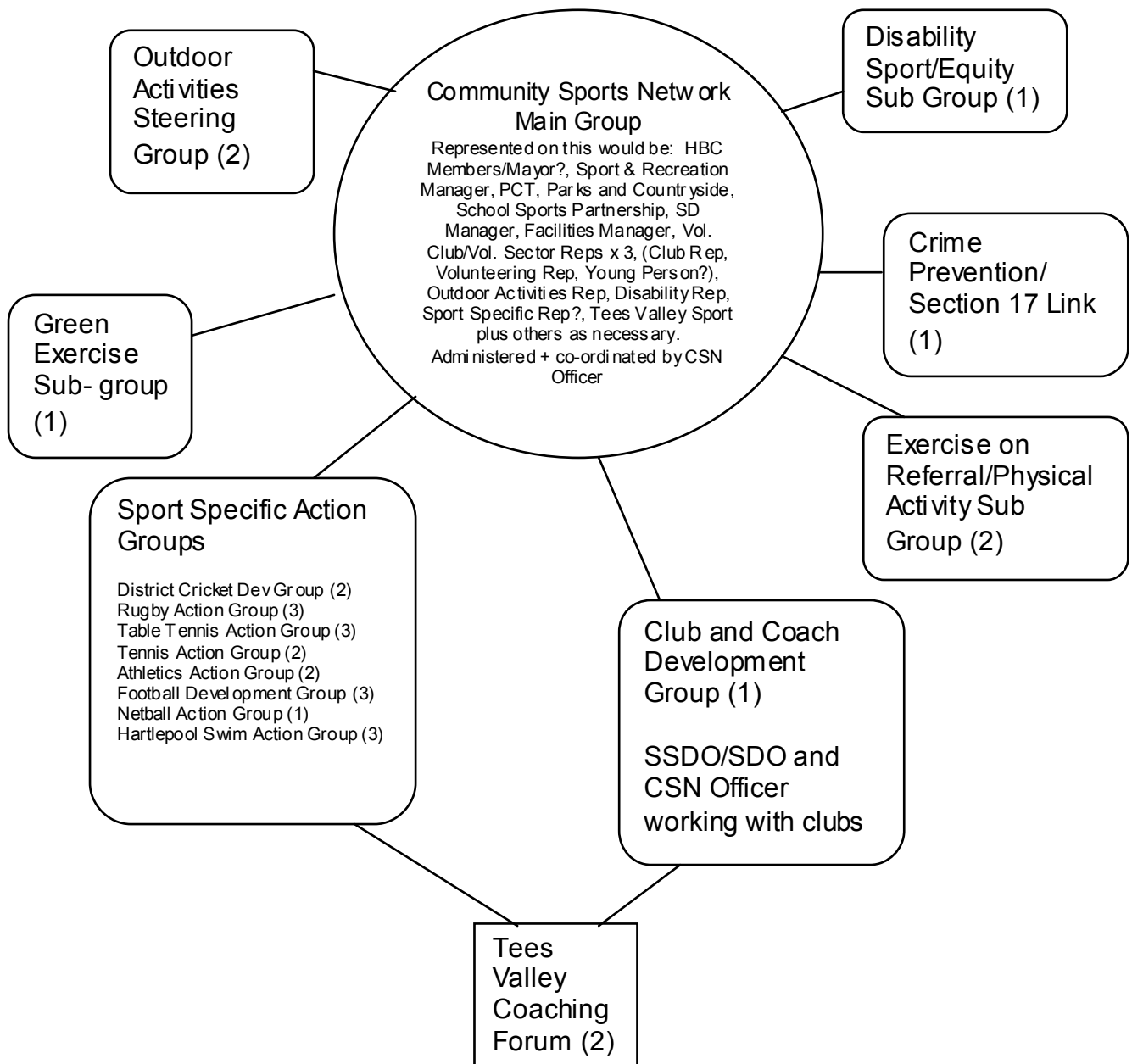
Comments are invited from the Portfolio Holder on the plans to establish a Community Sports Network in Hartlepool via the creation of a new post, subject to a grant award.

CONTACT OFFICER: Pat Usher – Sport & Recreation Manager

Background Papers

Culture, Housing and Transportation Portfolio – 3rd May 2006

Potential Structure



**Notes:
Sub-groups**

- 1 = Inactive/Not Formed
- 2 = Active but Dormant
- 3 = Very Active and works well

CSN Officer would provide linkages between sub groups and the CSN main group. SDO and SSDO plus Sports Specific Officers would work around periphery of the CSN linking directly with clubs etc and action groups. CSN Officer would ensure work is linked to the CSN.

CSN reports on progress to Culture and Leisure Theme Partnership, feed information back to sub group and provide strategic direction to Sub Groups via CSN Officer.

**CULTURE, LEISURE AND TRANSPORTATION
PORTFOLIO**

Report To Portfolio Holder
14th November 2006

Report of: Director of Adult & Community Services

Subject: GREEN EXERCISE CO-ORDINATOR BID

SUMMARY

1. PURPOSE OF REPORT

To inform the Portfolio holder regarding a green exercise project for Hartlepool being considered for Big Lottery Fund (BIG), Health and Well Being Funding. The bid is being coordinated by the Countryside Agency on behalf of Natural England and builds on the success of the “Walking the Way to Health” Initiative.

The report gives an indication of the intended use of this funding, should the application be successful.

2. SUMMARY OF CONTENTS

Details of the available grant are provided together with a description of the intended purpose of use.

3. RELEVANCE TO PORTFOLIO MEMBER

Culture, Leisure and Transportation Portfolio includes Sport and Recreation.

4. TYPE OF DECISION

Non-key decision.

5. DECISION MAKING ROUTE

Culture, Leisure and Transportation Portfolio decision meeting 14th November, 2006.

6. DECISION(S) REQUIRED

Comments are invited from the Portfolio holder.

Report of: Director of Adult & Community Services

Subject: GREEN EXERCISE CO-ORDINATOR BID

1. PURPOSE OF REPORT

- 1.1 To inform the Portfolio holder regarding a green exercise project for Hartlepool being considered for Big Lottery Fund (BIG), Health and Well Being Funding. The bid is being coordinated by the Countryside Agency on behalf of Natural England and builds on the success of the “Walking the Way to Health” Initiative.
- 1.2 The report gives an indication of the intended use of this funding, should the application be successful.

2. BACKGROUND

- 2.1 In June 2006, the Countryside Agency made an approach to the Council’s Sport & Recreation Manager regarding a funding opportunity for a new programme on health and well being in the outdoors called ‘Green Exercise’. The Agency, on behalf of Natural England, was preparing a national portfolio application to the Big Lottery Fund (BIG) and was seeking local partners to lead on the delivery of local practical projects.
- 2.2 Green Exercise is essentially any activity in the outdoors with the emphasis on accessible, regular and moderate activities that people can build into their daily lives. This can range from walking or cycling to informal play activities on local greenspace, also adventure activity such as climbing, orienteering, horse riding etc. and activities which have a focus on nature, such as conservation work, bird watching or gardening. The uniting factor with all these activities is that they can encourage people to be more active more frequently, close to home and in the wide outdoors.
- 2.3 With the outdoors having great potential to contribute to people’s health and well-being and building upon the existing local programmes of activity such the health walks initiative, an expression of interest was submitted to the Countryside Agency in August 2006 for consideration. We have more recently been informed that this has now been included within the national bid to BIG and a response on whether it has been successful or not is expected in June 2007.

3. DETAILS OF BID

- 3.1 The bid aims to contribute towards increasing levels of physical activity across the town concentrating on developing green exercise networks in Hartlepool's most deprived wards. The key to this development will be the appointment of a Green Exercise Co-ordinator working within the Councils Sport & Recreation service, specifically Sports Development, for a period of two years.
- 3.2 The target groups for the programme will be young people and adults and young people with mental health problems and the post-holder will be expected to work with a number of key partners and agencies both external and internal to the Council such as the Parks and Countryside Section including Rights of Way, Countryside Wardens and Summerhill, Youth Services, Tees Forest, Hartlepool Mind, Mental Health services, the GP Referral Programme and voluntary groups such as Wild at Hart to name but a few.
- 3.3 As an area, Hartlepool has a wide and diverse Public Rights of Way and permissive path network covering over 96km that is available for use by all sections of the community. It also has six local nature reserves including Summerhill. One of the primary aims within the bid would be to encourage the use of these resources and provide not only the more traditional green exercise options such as walking, but more non-traditional too such as BMX Cycling, Bouldering and Orienteering.
- 3.4 Enhancing our existing network of volunteer walk leaders would also be a key element of this programme. The existing volunteer walk leaders currently lead walks from low level urban type walks to longer walks in the countryside relying upon navigation and map work. It is intended through the programme to increase the range of skills that the volunteer walk leaders possess as well as including some conservation and nature skills to enable themed walks.
- 3.5 In addition to this, sustainability will be achieved through the production of new resources to complement the existing Self Guided Walks Information – this will include a Self Guided Cycle Route Guide for Hartlepool.
- 3.6 A further objective within the programme would be to expand the Tees Forest Mobility Scheme aimed at promoting the countryside to disabled people making it more accessible for all. This is already established at two sites with the Borough and the intention is to set up a regular rambling group to promote wider participation and to include other activities as this develops.
- 3.7 Details of this intended activity via the new development programme are by no means exhaustive but hopefully give some indication of the

nature of it and the potential for impact on health and well being issues of people living within Hartlepool's deprived communities.

4. FINANCIAL IMPLICATIONS

- 4.1 As detailed in Section 2.3, the outcome of the bid submission to the Big Lottery Fund will not be known until June 2007. However, if it is successful, it is likely to elicit funding of approximately £62,250 over a two-year period.
- 4.2 Match funding of an "in-kind" nature only in terms of management support and office accommodation is required and thus there are no financial implications for the Council.

5. RECOMMENDATIONS

- 5.1 Comments are invited from the Portfolio Holder on plans to establish a Green Exercise Programme and Co-ordinator post, subject to a grant award.

CONTACT OFFICER: Pat Usher – Sport & Recreation Manager

Background Papers

Mayor's Portfolio – Meeting of 27th March 2003 - Countryside Agency "Walking the way to health" initiative grant.

**CULTURE, LEISURE AND TRANSPORTATION
PORTFOLIO**

Report To Portfolio Holder
14 November 2006

Report of: Director of Adult and Community Services

Subject: OPERATIONAL HOURS FOR HARTLEPOOL'S
MARITIME EXPERIENCE

SUMMARY

1.0 PURPOSE OF REPORT

To provide the Portfolio Holder with proposals regarding changes to operational hours at Hartlepool's Maritime Experience

2.0 SUMMARY OF CONTENTS

The report focuses on the requirement to identify efficiencies in the operation of Hartlepool's Maritime Experience. The increase of hours during peak periods and reduction in opening hours during off peak periods.

3.0 RELEVANCE TO PORTFOLIO MEMBER

The Portfolio Holder has responsibility for Arts, Museums and Events.

4.0 TYPE OF DECISION

Non key.

5.0 DECISION MAKING ROUTE

Culture, Leisure and Transportation Portfolio 14 November 2006.

6.0 DECISION(S) REQUIRED

The Portfolio Holder is invited to approve the revised operational hours of Hartlepool's Maritime Experience

Report of: Director of Adult of Community Services

Subject: OPERATIONAL HOURS FOR HARTLEPOOL'S
MARITIME EXPERIENCE

1. PURPOSE OF REPORT

- 1.1 To provide the Portfolio Holder with proposals regarding changes to operational hours at Hartlepool's Maritime Experience

2. BACKGROUND

- 2.1 Public attendance at Hartlepool's Maritime Experience is markedly reduced during the off peak and winter months. Visitors who do come are generally arriving later in the morning and leave early prior to the dark nights drawing in.

Furthermore, Educational, Travel Trade and Group Visits are also reduced during the period November to mid February.

3. CONSIDERATION OF OPENING HOURS

- 3.1 To assist in making cost efficiencies at the Hartlepool's Maritime Experience an assessment of seasonal visitor patterns has been undertaken. An assessment has also been undertaken with comparator attractions in the North East demonstrating a pattern of mid winter reduced hours being quite common.
- 3.2 It should be pointed out that the Hartlepool Maritime Experience is not a typical visitor attraction as the site performs various roles, including being a popular all round venue for function catering, meetings, seminars and conferences, many of which are unaffected by the season.
- 3.3 Any proposed changes to opening hours must, therefore, respect the need to avoid having a commercial impact on other income revenue streams to the Hartlepool's Maritime Experience budget.
- 3.4 Rather than consider actual seasonal closure of the site to the visitor, and thus be in danger of giving the wrong message to users and potential users of the site it is believed a more appropriate course of action is to simply reduce the actual advertised times of opening per day. This will also be followed by a positive extension of opening hours in the high summer to enable a longer visiting period and value for money.

3.5 The proposed hours of opening are:

February Half Term – Mid July	10am – 5pm daily
Mid July – August	10am – 6pm daily
September – October	10am – 5pm daily
November – February Half Term	10.30am – 4pm daily

3.6 The actual day to day closing times of the site will be proactively managed should there be an absence of visitors during mid afternoon.

3.7 Additional saving efficiencies will be made through an expected reduction in utility costs.

3.8 The revision of staff roster times, with the possible negotiated introduction of annualised hours contracts for permanent staff will help to maximise flexibility whilst minimising impact on the staff themselves. It is anticipated that these savings will be made from the Casual Register.

3.9 It is reiterated that group visits, from whatever source, will not be affected as these are invariably booked in advance and a pro-active site management will continue to offer bespoke tour arrangements on an individual basis.

3.10 Our partners in the Hartlepool Maritime Experience – HMS Trincomalee and Cleveland Caterers are fully aware of the proposals are in agreement with the necessity to maximise efficiencies and minimise out of season revenue costs.

4. CONCLUSION

4.1 A reduction in daily hours of opening, rather than targeting whole days of closure will ensure that the Hartlepool's Maritime Experience remains a marketable commodity as an all year round attraction.

4.2 Furthermore, it minimises any scope for misunderstanding or perception that the site is closed which could have a serious impact on the sites ancillary income earning opportunities.

4.3 The reduction in hours will assist in achieving the efficiency savings to budget areas for the Historic Quay, Museum of Hartlepool and HMS Trincomalee Trust.

5. RECOMMENDATIONS

5.1 The Portfolio Holder is recommended to:

- (i) Agree the revised hours of advertised opening for the Hartlepool's Maritime Experience.

**CULTURE, LEISURE AND TRANSPORTATION
PORTFOLIO**

Report To Portfolio Holder
14 November 2006

Report of: Assistant Director (Community Services)

Subject PROPOSED ADMISSION CHARGES FOR
HARTLEPOOL'S MARITIME EXPERIENCE
2007/08

SUMMARY

1.0 PURPOSE OF REPORT

To provide the Portfolio Holder with details of the proposed review of charges for Hartlepool's Maritime Experience for 2007/08.

2.0 SUMMARY OF CONTENTS

The report focuses on the percentage increase to admission charges for Hartlepool's Maritime Experience and extending the local residents offer.

3.0 RELEVANCE TO PORTFOLIO MEMBER

The Portfolio Holder has responsibility for Community Services Fees and Charges.

4.0 TYPE OF DECISION

Non Key.

5.0 DECISION MAKING ROUTE

Culture, Leisure and Transportation Portfolio, 14 November 2006.

6.0 DECISION(S) REQUIRED

The Portfolio Holder is invited to approve the revised admission charges for Hartlepool's Maritime Experience for 2007/08.

Report of: Director of Adult & Community Services

Subject: PROPOSED ADMISSION CHARGES FOR
HARTLEPOOL'S MARITIME EXPERIENCE
2007/08

1. PURPOSE OF REPORT

To provide the Portfolio Holder with details of the proposed review of charges for Hartlepool's Maritime Experience for 2007/08.

2. BACKGROUND

- 2.1 In November 2004 a recommendation was approved to provide a single ticket entry to the Hartlepool's Maritime Experience as a result of a closer working relationship with HMS Trincomalee. In reality this was a great benefit to the majority of visitors who since Easter 2005, have paid one single admission ticket for access to the former Historic Quay and the HMS Trincomalee.
- 2.2 The business plan produced for Hartlepool's Maritime Experience by Tourism Resources Limited, strongly recommended that our admission charges which had been undercharging be increased over a two year period in 2006 and now for 2007. This will coincide with the capital improvements to the attraction and justify this increase.

3. AREAS FOR CONSIDERATION

- 3.1 The price charges for the 2007/08 season require approval at this time of year in order to meet print deadlines to ensure that pre-season publicity is undertaken as soon as possible for 2007/08. It will be appreciated that we provide a major regional tourist attraction which receives much national and international publicity from our close involvement with One North East and their Tourism Marketing division.
- 3.2 The local resident off peak offer has been running for a number of years during the period 1st January to 31st March or the weekend prior to Easter whichever is the soonest. The proposed 2007/08 local residents ticket is discounted by approximately 50% of the full admission charge. From data collected at Hartlepool's Maritime Experience the average percentage of visitors from Hartlepool to the attraction is just under 12% annually. Therefore, in order to broaden the appeal to local users, it is proposed to make this reduced offer available to local residents all year round.

- 3.3 The admission charges for 2007/08 are detailed in Appendix 1 and range in price increase from 0% to 20%, with an average increase of 7% depending upon the ticket involved. There has been a nil increase to the Quaycards, as it is felt any further rise would have a negative effect on the take up of these annual cards due to the proposed extension of the local residents offer. For customers, visiting the attraction several times throughout the year the Quaycard offers excellent value.

4. CONCLUSIONS

- 4.1 By following the pricing recommendation of Tourism Resource Limited the charges will continue to ensure that Hartlepool rates are competitive when compared to the regional and sub regional comparators and help to maintain investment and income levels for both parties to continue to provide good cultural facilities
- 4.2 By extending the annual residents charges and maintaining the charges for Quaycards, should assist in encouraging greater use of the attraction by local residents
- 4.3 Capital development during coming months will offer upgraded facilities for the visitors and additional promotion during 2007/08.

5. RECOMMENDATIONS

- 5.1 The Portfolio holder is recommended to:-
- i) Approve the revised admission charge increase for 2007/08
 - ii) Extend the local residents admission to a year round offer

**APPENDIX
1**

**Hartlepool Maritime Experience (incorporating Hartlepool
Historic Quay and HMS Trincomalee**

Title	2006/07	% Increase	2007/08
Adults	7.00	7.14	7.50
Child	4.25	5.88	4.50
Family	18.50	2.7	19.50
Concessions			
Over 60's -	5.50	4.54	5.75
Unwaged / Student	4.25	5.88	4.50
Hartlepool residents:			
Adults	3.50	7.14	3.75
Concessions	2.50	20	3.00
Quay Card: Family	45.00	0	45.00
Quay Card: Standard (Individual)	20.00	0	20.00
Quay Card: Over 60	15.00	0	15.00
School Parties	3.00	6.67	3.20
Travel Trade	3.50	7.14	3.75
Other Groups - adults	6.25	8	6.75
Other Groups - child	3.50	7.14	3.75
Other Groups - over 60's	4.75	5.26	5.00

**CULTURE, LEISURE AND TRANSPORTATION
PORTFOLIO**

Report to Portfolio Holder
14th November 2006



Report of: Director of Adult and Community Services

Subject: ADULT AND COMMUNITY SERVICES
DEPARTMENTAL PLAN 2006/07 – 2ND
QUARTER MONITORING REPORT

SUMMARY

1. PURPOSE OF REPORT

To inform the Portfolio Holder of the progress made against the Adult and Community Services Departmental Plan 2006/07 in the first half of the year.

2. SUMMARY OF CONTENTS

The progress against the actions contained in the Adult and Community Services Departmental Plan 2006/07, and the second quarter outturns of key performance indicators.

3. RELEVANCE TO PORTFOLIO MEMBER

The Portfolio Member has responsibility for performance management issues in relation to Culture and Leisure Services.

4. TYPE OF DECISION

Non-key.

5. DECISION MAKING ROUTE

Portfolio Holder meeting 14th November 2006.

6. DECISION REQUIRED

Achievement on actions and indicators be noted

Report of: Director of Adult and Community Services

Subject: ADULT AND COMMUNITY SERVICES
DEPARTMENTAL PLAN 2006/07 – 2ND
QUARTER MONITORING REPORT

1. PURPOSE OF REPORT

- 1.1 To inform the Portfolio Holder of the progress made against the key actions identified in the Adult and Community Services Departmental Plan 2006/07 and the progress of key performance indicators for the period up to 30 September 2006.

2. BACKGROUND

- 2.1 The Adult and Community Services Department includes Community Services, reporting to Culture, Leisure and Transportation Portfolio Holder, and Adult Services reporting to the Adult and Public Health Portfolio Holder.
- 2.2 The Adult and Community Services Departmental Plan 2006/07 sets out the key tasks and issues with an Action Plan to show what is to be achieved by the department in the coming year. The plan also describes how the department contributes to the Organisational Development Improvement Priorities as laid out in the 2006/07 Corporate Plan. It provides a framework for managing the competing priorities, communicating the purpose and challenges facing the department, and monitoring progress against overall Council aims.
- 2.3 The Council recently introduced an electronic Performance Management Database for collecting and analysing corporate performance. In 2006/07 the database will collect performance information detailed in the Corporate Plan and the five Departmental Plans. The aim is that the database will eventually collect performance information for all levels of the Council, including individual service/operational plans in each department.

3. HALF YEAR PERFORMANCE

- 3.1 This section looks in detail at how the Community Services Division has performed in relation to the key actions and performance indicators that were included in the Adult and Community Services Departmental Plan 2006/07.

- 3.2 On a quarterly basis officers from across the department are asked, via the Performance Management database, to provide an update on progress against every action contained in the Departmental Plan and, where appropriate, every Performance Indicator.
- 3.3 Officers are asked to provide a short commentary explaining progress made to date, and asked to traffic light each action based on whether or not the action will be, or has been, completed by the target date set out in the Departmental Plan. The traffic light system has been slightly adjusted in 2006/07, following a review of the system used previously. The traffic light system is now: -

Red	- Action/PI not expected to meet target
Amber	- Action/PI expected to be meet target
Green	- Action/PI target achieved

- 3.4 Within the Community Services there were a total of 22 actions and 21 Performance Indicators identified in the 2006/07 Departmental Plan. Table 1, below, summarises the progress made, to the 30 June 2006, towards achieving these actions and PIs.

Table 1 – Community Services progress summary

	Community Services	
	Actions	PIs
Green	3	3
Amber	18	10
Red	0	0
Annual	0	8
Completed	1	0
Total	22	21

- 3.5 A total of 4 actions (18.2%) have already been completed or achieved, and a further 18 (81.8%) are on target to be completed by the target date. No actions have been highlighted as not being on target.
- 3.6 It can also be seen that 45% of the Performance Indicators have been highlighted as being expected to hit the target. There are only 3 indicators currently being highlighted as having achieved the target, as many indicators have annual targets ending in March 2007, and will be unable to be signed off until then. No Performance Indicators have been highlighted as not being expected to hit the year end target. There are 8 indicators (38.1%) that are only collected on an annual basis and therefore no updates are available for those indicators.

3.7 Within the second quarter Community Services Division completed a number of actions, including: -

- **Improved Parks and Countryside Facilities in disadvantaged wards**

4. **RECOMMENDATIONS**

- i) It is recommended that achievement of key actions and half year outturns of performance indicators are noted.

CONTACT OFFICER: Alan Dobby, Assistant Director (Support Services)

**CULTURE, LEISURE AND TRANSPORTATION
PORTFOLIO**

Report to Portfolio Holder
14 November 2006



Report of: Head of Technical Services

Subject: NEWBURN BRIDGE - LOCAL SAFETY
SCHEME

SUMMARY

1. PURPOSE OF REPORT

To seek approval for the proposals to implement road safety measures on Newburn Bridge.

2. SUMMARY OF CONTENTS

The report details the background to the scheme and the proposals put forward.

3. RELEVANCE TO PORTFOLIO HOLDER

3.1 The Portfolio Holder has responsibility for traffic and transportation issues.

4. TYPE OF DECISION

4.1 This is a non-key decision.

5. DECISION MAKING ROUTE

5.1 This is an executive decision made by the Portfolio Holder.

6. DECISION(S) REQUIRED

6.1 The Portfolio Holder approves the implementation of the scheme.

Report of: Head of Technical Services

Subject: NEWBURN BRIDGE - LOCAL SAFETY SCHEME

1. PURPOSE OF REPORT

- 1.1 To seek approval for proposals to implement road safety measures on Newburn Bridge (**Appendix 1** – Plan PR176/PP1).

2 BACKGROUND

- 2.1 Coronation Drive in the vicinity of Newburn Bridge is subject to a 30mph speed limit. The southbound carriageway as previously been reduced to one lane whilst there remains 2 lanes heading north. Mainsforth Terrace forms a junction with Coronation Drive immediately north of the bridge.
- 2.2 A Safety Audit was carried out in October 2005 and it was noted that in the period 2002 - 2004 there were 7 reported injury accidents (1 Fatal, 1 Serious and 5 slight). Since then a further 1 serious and 4 slight accidents have been recorded. There were no significant common factors or trends that would indicate a treatable problem.
- 2.3 Due to the poor accident record Newburn Bridge is prioritised as No.1 on the Safety scheme list.

3 PROPOSALS

- 3.1 It is proposed to designate the inside lane on the northbound carriageway for left turning traffic only. Left turners from Coronation Drive represent around 25% of traffic from the south so a designated left turn lane would appear to be an appropriate improvement. It would be of great benefit to traffic waiting to turn right from Mainsforth Terrace to Newburn Bridge because it would help identify those vehicles intending to travel straight on through the junction. It would also benefit left turners out of Mainsforth Terrace because they would be able to merge with traffic heading north more easily.
- 3.2 The Safety Audit has however, highlighted disadvantages for northbound cyclists if the above proposal was implemented, because at some point cyclists would have to make the decision to move to the centre of the road away from the left turn lane and then would be passed on both sides by vehicular traffic.

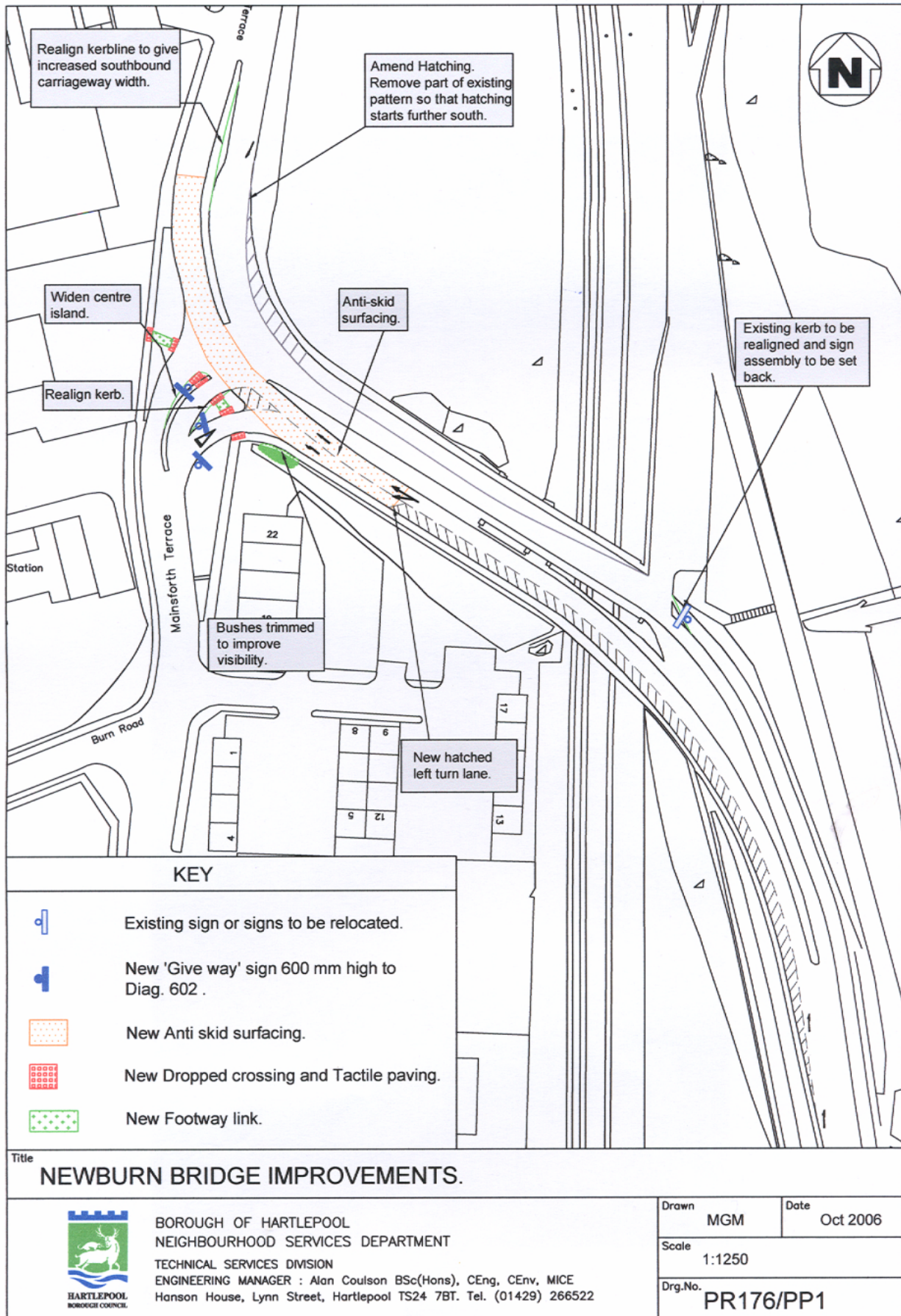
- 3.3 Cyclists account for a small proportion of the traffic, and could be guided to use the preferred alternative cycleway along the promenade.
- 3.4 Anti-Skid surfacing is proposed on the northbound carriageway in the vicinity of the junction with Mainsforth Terrace. There is some evidence that the abrasiveness of the material will help to moderate drivers speed as well as providing increased skid resistance.
- 3.5 Pedestrian facilities at the Mainsforth Terrace junction by the provision of Dropped Kerbs with Tactile paving and by cutting back the foliage around the left turn filter lane. The central splitter island in Mainsforth Terrace would be widened to a meet the design minimum of 2.0metres.
- 3.6 Two give way signs are to be erected at the end of the left turn filter lane into Mainsforth Terrace. An additional give way sign will be erected for right turning traffic out of Mainsforth Terrace.
- 3.7 It is proposed to extend the right turn lane into Mainsforth Terrace so that vehicles do not have to enter the hatched area in order to pass right turning vehicles.

4. FINANCIAL IMPLICATIONS

- 4.1 This scheme is estimated to cost £50,000 and will be funded through the Local Transport Plan.

5. RECOMMENDATION

- 5.1 That the proposals outlined in section 3 of the report are approved for the above reasons.



**CULTURE, LEISURE AND TRANSPORTATION
PORTFOLIO**

Report to Portfolio Holder
14 November 2006



Report of: Head of Technical Services

Subject: WEST VIEW ROAD SLIP ROAD – PROPOSED
ONE WAY STREET

SUMMARY

1. PURPOSE OF REPORT

1.1 To seek approval for the introduction of a one way street on West View Road slip road.

2. SUMMARY OF CONTENTS

2.1 The report details the background to the request, the consultation undertaken and the recommended course of action.

3. RELEVANCE TO PORTFOLIO HOLDER

3.1 The Portfolio Holder has responsibility for traffic and transportation issues.

4. TYPE OF DECISION

4.1 This is a non-key decision.

5. DECISION MAKING ROUTE

5.1 This is an executive decision made by the Portfolio Holder.

6. DECISION(S) REQUIRED

6.1 That the Portfolio Holder approve the introduction of the one way street.

Report of: Head of Technical Services

Subject: WEST VIEW ROAD SLIP ROAD – PROPOSED ONE WAY STREET

1. PURPOSE OF REPORT

1.1 To seek approval for the introduction of a one way street on West View Road slip road.

2. BACKGROUND

2.1 A request has been made via the North Neighbourhood Consultative Forum, to introduce a one way street on the West View Road slip road between Bruntoft Avenue and King Oswy Drive,

2.2 The request follows complaints of speeding traffic, primarily travelling eastwards, attempting to get ahead of buses parked in the lay-by on West View Road, to avoid being stuck behind a bus as they travel towards the town centre.

2.3 The road in question is a minor road and would have no real traffic management implications in wider terms. The Police are also in agreement and support the introduction of a one way street, particularly should enforcement be required.

3. CONSULTATION

3.1 Consultation has taken place involving all residents in the street and ward councillors, with the results as follows:

- 19 people responded in favour of the proposal;
- 5 people responded against the proposal.

3.2 With almost 80% of respondents in favour, this represents a significant majority.

4. RECOMMENDATION

4.1 That the proposed one way street be approved for implementation.

**CULTURE, LEISURE AND TRANSPORTATION
PORTFOLIO**

Report to Portfolio Holder
14 November 2006



Report of: Head of Technical Services

Subject: BUSINESS PARKING BAYS – TANKERVILLE STREET

SUMMARY

1. PURPOSE OF REPORT

1.1 To consider removing a business permit parking bay in Tankerville Street to accommodate access demands.

2. SUMMARY OF CONTENTS

2.1 The report outlines the background and considers the consequences of the request.

3. RELEVANCE TO PORTFOLIO HOLDER

3.1 The Portfolio Holder has responsibility for traffic and transportation issues.

4. TYPE OF DECISION

4.1 This is a non-key decision.

5. DECISION MAKING ROUTE

5.1 This is an executive decision made by the Portfolio Holder.

6. DECISION(S) REQUIRED

6.1 The Portfolio Holder approves the request to remove and relocate the business permit bay from its current location.

Report of: Head of Technical Services

Subject: BUSINESS PARKING BAYS – TANKERVILLE STREET

1. PURPOSE OF REPORT

1.1 To consider removing a business permit parking bay in Tankerville Street to allow easier access to garage units at the rear Grange Road.

2. BACKGROUND

2.1 As part of the on going safer streets programme, alley gates were recently installed to protect properties backing onto the back alley behind Grange Road. Although being generally well supported by residents, officers have recently received a complaint that the gates were now causing access difficulties to one particular garage unit and as a result, the resident now struggles to manoeuvre their vehicle in and out of the garage.

2.2 This manoeuvre is further hindered by the location of a block of business parking bays on Tankerville Street at its junction with the alley. Consequently access to the garage unit is difficult from Tankerville Street and the resident has requested that a bay be removed and set back from the junction.

2.3 Investigations have been carried out with the manufacturers of the alley gates and they have advised that it will not be possible to re-site the gates from their existing location without excluding properties from the scheme

2.4 The parking bays have been in place for several years and during the hours of Monday - Friday 8am – 6pm are contracted to business users on a 12 month basis. The current holders have six months of the remaining term to run. Outside of the prescribed hours residents from Grange Road predominantly use the bays.

2.5 The Portfolio Holder will recall that a similar complaint regarding access was considered at the July 2005 meeting at which the Portfolio Holder approved a decision to remove a business permit bay on the northern side of Tankerville Street.

3 CONSIDERATION OF ISSUES

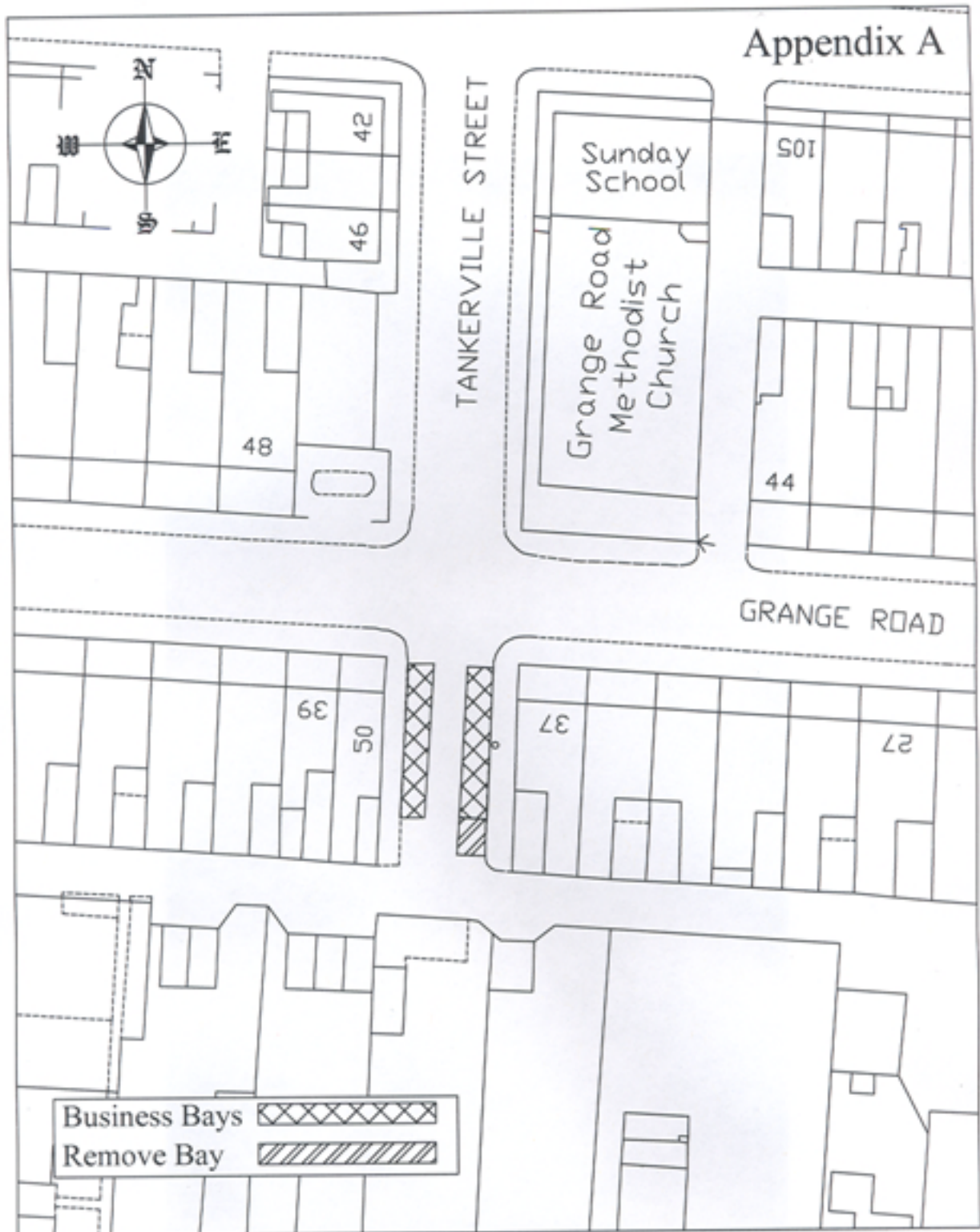
- 3.1 The signs and lines directive issued by the Department of Transport ensures that all bay markings on a public highway must meet prescribed standards and stipulates the permissible sizes of parking bays.
- 3.2 **Appendix A** shows the location of the parking bays in relation to the alley gates and garage unit. The resident has requested the bay be re-sited to remove the access difficulties, this would however shorten the block of parking bays on the Southern side of Tankerville Street and would ultimately result in the vehicle capacity being reduced by one from the current maximum of seven.
- 3.3 The business permit bay is currently contracted under a twelve month contract. It will not therefore be possible to remove the bay until 1 April 2007.
- 3.4 An alternative could be to relocate the business parking bay on Tankerville Street but to the east of Grange Road. (as shown on **Appendix A**) This area is currently a designated residents only parking zone.

4. FINANCIAL IMPLICATIONS

- 4.1 Should the bay be relocated there would be no loss of revenue. The removal of the bay would however result in a permanent loss of a parking space. The current annual cost of a business permit is £250.

5. RECOMMENDATION

- 5.1 The Portfolio Holder approves the removal and relocation of the business parking bay on Tankerville Street affective from 1 April 2007.



TITLE Tankerville Street – Business and Residents Bays			
HARTLEPOOL BOROUGH COUNCIL DEPT. OF ENVIRONMENT & DEVELOPMENT HEAD OF HIGHWAYS AND TRANSPORTATION: L.PARKER		DRAWN M.R.	CHECKED .
		SCALE 1:500	DATE July '06
		DRG. NO.	REV.

**CULTURE, LEISURE AND TRANSPORTATION
PORTFOLIO**

Report to Portfolio Holder
14 November 2006



Report of: Head of Technical Services

Subject: YORK ROAD HIGHWAY IMPROVEMENTS –
PHASE 1

SUMMARY

1. PURPOSE OF REPORT

1.1 To seek approval to carry out the proposed highway improvements to York Road from the junction of Park Road to the junction of Lister Street.

2. SUMMARY OF CONTENTS

2.1 The report provides information on policy context, results of public and details of the proposed works.

3. RELEVANCE TO PORTFOLIO HOLDER

3.1 The Portfolio Holder has responsibility for traffic and transportation issues.

4. TYPE OF DECISION

4.1 This is a non-key decision.

5. DECISION MAKING ROUTE

5.1 This is an executive decision made by the Portfolio Holder.

6. DECISION(S) REQUIRED

6.1 Approval be given to carry out the proposed highway improvements in York Road between Park Road and Lister Street detailed in Option 1.

Report of: Head of Technical Services

Subject: YORK ROAD HIGHWAY IMPROVEMENTS –
PHASE 1

1. PURPOSE OF REPORT

1.1 To seek approval to carry out the proposed highway improvements to York Road from the junction of Park Road to the junction of Lister Street.

2. BACKGROUND

2.1 A scheme to improve the footways and carriageways on York Road from Victoria Road to Park Road was delivered in 2001 through the first Local Transport Plan (LTP). Hartlepool's Second LTP includes the proposal to continue a programme of highway improvements on York Road from Park Road to the junction of Stockton Road.

2.2 The proposed improvements would be carried out in three phases:

- Phase 1 – Park Road to Lister Street (2006/07-2007/08);
- Phase 2 – Lister Street to Elwick Road (2008/09);
- Phase 3 – Elwick Road to Burn Valley roundabout (2009/10).

2.3 A report was brought to the Culture, Housing and Transportation Portfolio on the 5 October 2005 seeking approval to consult on the proposed outline design for Phase 1, 2 and 3. Following this report, a comprehensive programme of public and stakeholder consultation has been undertaken on the scheme including:

- letters to businesses and occupiers directly affected by the proposed works as well as local ward councillors, Stagecoach Hartlepool and Hartlepool Primary Care Trust;
- presentation to the Central Neighbourhood Consultative Forum on the 9 December 2005;
- staffed public exhibitions at St George's Hall on 16 November 2005, Richard Court on 23 November 2005 and the Central Library on 30 January 2006 and 26 October 2006 (Phase 1 only); and
- presentation of the proposed scheme design to the Council's Traffic Liaison Group and Hartlepool Access Group.

2.4 Following Portfolio Holder approval, Phase 1 of the scheme is proposed to commence in February 2007.

3. CONSIDERATION OF THE ISSUES

3.1 All comments received during the consultation period have, where appropriate, been incorporated into the revised scheme design. The consultation has demonstrated overall support for the following elements of the scheme design:

- provision of short stay car parking lay-bys;
- improvements to the junction of York Road/Lister Street;
- installation of a new zebra crossing facility;
- new street furniture;
- improvements to street lighting;
- renewal of footways; and
- resurfacing of the carriageway.

3.2 However, this consultation has also identified a clear conflict between what the local bus operator requires and what the local businesses require. Stagecoach Hartlepool have requested a long lay-by that requires Gainford Street to be closed. Local businesses and residents have requested that Gainford Street is kept open to all traffic.

3.3 This conflict has resulted in the need to design two scheme options. Both of these options were presented for comments at the most recent consultation event on the 26 October 2006. The difference between the two options is as follows:

Option 1 Installation of a small bus lay-by between Gainford Street and Bailey Street (**Appendix 2**)

Option 2 Installation of a large bus lay-by between Gainford Street and Bailey Street with the closure of Gainford Street (**Appendix 3**)

3.4 Large scale plans showing each option will be made available at the portfolio meeting.

3.5 The comments received from the most recent consultation event held on 26 October 2006 are provided in **Appendix 1**.

- 3.6 Surveys have also been carried out on the two bus stops affected by the works, including Gill Street and Bailey Street. The results of these surveys are provided in Table 1 and Table 2 below. The results show that there is low number of buses stopping and a low number of passengers alighting and boarding at each bus stop. Only at one occasion during the survey did more than one bus require to use the bus stops at the same time.

Table 1 - Gill Street Bus Stop Survey (28 September 2006)

Time Period	No. Buses Stopping	No. Passengers Alighting	No. Passengers Boarding
8:30 - 9:30	5	0	8
12:00 - 13:00	0	0	0
16:30 - 17:30	5	3	5

Table 2 - Bailey Street Bus Stop Survey (2 October 2006)

Time Period	No. Buses Stopping	No. Passengers Alighting	No. Passengers Boarding
8:30 - 9:30	2	1	1
12:00 - 13:00	2	1	2
16:30 - 17:30	1	1	0

4. FINANCIAL IMPLICATIONS

- 4.1 The estimated cost for delivering Phase 1 of the proposed York Road Highway Improvements is as follows:

Option 1 £591,331
Option 2 £611,907

- 4.2 The cost of carrying out the approved works would be met from the Hartlepool Local Transport Plan capital allocation with a contribution of £70,000 from the New Deal for Communities (NDC) programme for 2006/2007. It is anticipated that, following approval, the works would commence in February 2007 with completion by September 2007.

5. RECOMMENDATION

- 5.1 It is recommended that approval be given to carry out the proposed highway improvements in York Road detailed in Option 1.

Appendix 1

**Summary of comments from the public consultation event
held on the
26 October 2006**

Option 1

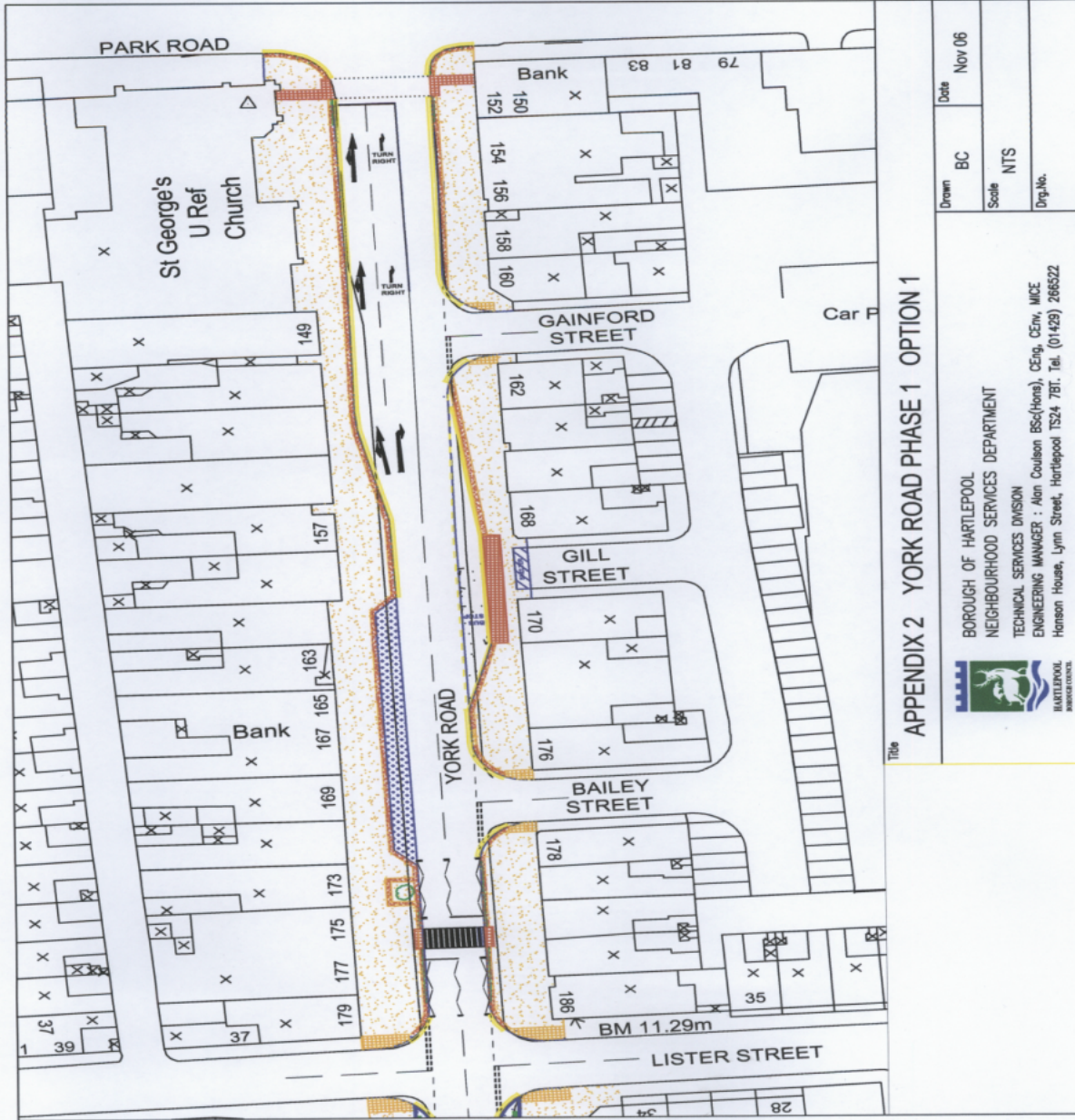
Installation of a small bus lay-by between Gainford Street and Bailey Street.

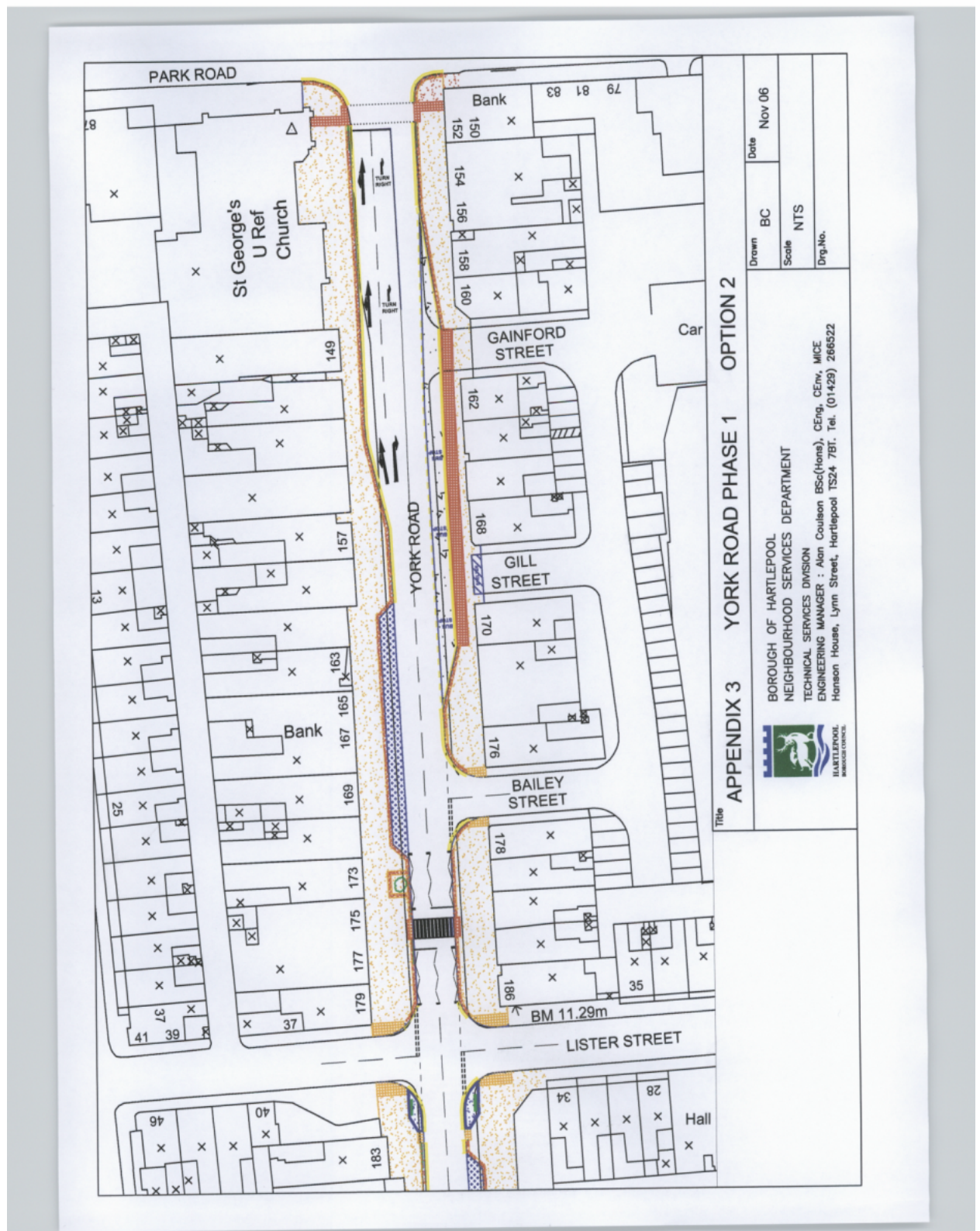
- “I would prefer option 1 as people need access to the car park at the rear of York Road”
- “Bailey Street, the street is too narrow to begin with to be the only way in to and out of the car park”
- “I have the only business in Gainford Street and if this street is closed there will be a seclusion element to the point that people may not think that there is a shop there at all”
- “My business is situated at the bottom of Gainford Street; if this street is closed it will be very difficult for delivery vehicles to access my shop”
- “With the chance of no passing car trade it may well damage my business to the point of closure”
- “There is a great deal of congestion in Bailey Street already and to add more by making it the only access route will cause an extreme amount of stress for all who use it”

Option 2

Installation of a large bus lay-by between Gainford Street and Bailey Street with the closure of Gainford Street.

- “The large bus lay-by gives sufficient space for the bus stops and the number of buses using it”
- “I prefer Option 2 because of the constant parking on the double yellow lines in Gainford Street”





**CULTURE, LEISURE AND TRANSPORTATION
PORTFOLIO**

Report to Portfolio Holder
14 November 2006



Report of: Head of Technical Services

Subject: EAMONT GARDENS – REQUEST FOR
TRAFFIC CALMING

SUMMARY

1. PURPOSE OF REPORT

1.1 To consider a request for traffic calming to be provided in Eamont Gardens.

2. SUMMARY OF CONTENTS

2.1 The report details the action requested, the investigations into the request and the recommended course of action.

3. RELEVANCE TO PORTFOLIO HOLDER

3.1 The Portfolio Holder has responsibility for traffic and transportation issues.

4. TYPE OF DECISION

4.1 This is a non-key decision.

5. DECISION MAKING ROUTE

5.1 This is an executive decision made by the Portfolio Holder.

6. DECISION(S) REQUIRED

6.1 That the request be added to the local safety scheme priority list at position 15.

Report of: Head of Technical Services

Subject: EAMONT GARDENS – REQUEST FOR
TRAFFIC CALMING

1. PURPOSE OF REPORT

1.1 To consider a request for traffic calming to be provided in Eamont Gardens.

2. BACKGROUND

2.1 A request has been made by Councillor Brash, following his discussions with local residents, to investigate the possibility of traffic calming measures in Eamont Gardens. An investigation has subsequently taken place, which looked at the accident record for the road and also included a speed survey being undertaken.

2.2 The Council prioritises potential safety schemes primarily on the basis of the number of accidents on a road, and then by the level of speeding recorded during surveys. The current list of roads eligible for schemes is shown in **Appendix 1**.

3. CONSIDERATION OF ISSUES

3.1 Investigations have shown that there has been 1 accident in the last 3 years in Eamont Gardens. Speed survey results have given 85th percentile speeds of 25mph.

3.2 In view of the low speeds recorded and low accident record, it would be difficult to recommend traffic calming as a priority, particularly given the number of roads with higher accident records and speeds shown in **Appendix 1**, many of which are unlikely to receive funding for a scheme for some time.

4. RECOMMENDATION

4.1 That Eamont Gardens be placed onto the list of potential safety schemes at position 15, and, as with all roads, the accident record will continue to be monitored.

2.13
APPENDIX 1

LOCATION	No. OF x ACCIDENTS	SPEEDS* RECORDED	SPECIAL CIRCUMSTANCES	PRIORITY
Newburn Bridge	1 fatal 1 serious 5 slight	35mph		1
Victoria Road (York Rd – A689)	1 serious 8 slight	N/A	High pedestrian usage.	2
Marlowe Road	1 serious 5 slight	35.6mph		3
King Oswy Drive (shops area)	1 serious 2 slight	34.6mph	All pedestrian accidents.	4
Hart Lane (Outside Sacred Heart School)	1 serious 1 slight	32.4mph	Request for controlled crossing outside school.	5
Park Avenue (The Parade – Cresswell Rd)	3 slight	36.8mph	Children crossing to and from the park.	6
Westbrooke Avenue	1 serious	37.7mph		7
Easington Road (West Mew Rd – King Oswy Drive)	2 slight	49mph. See note 1	Safety Camera Partnership complaint site.	8
Clavering area (Westwood Way, Bamburgh Rd, Clavering Rd, Woodstock Way).	2 slight	39.2, 35.5, 36, 34mph Av. 36.2mph	School on Clavering Road.	9
Eskdale Road	1 slight	35.8mph	School.	10
Park Avenue (Elwick Rd – The Parade)	0	40mph	Children crossing to and from the park.	11
Cleveland Road	1 slight	37mph	Request for pedestrian island.	12
Chester Road (Jesmond Rd – Thornhill Gdns)	1 slight	37mph		13

2.13
APPENDIX 1

LOCATION	No. OF ^x ACCIDENTS	SPEEDS* RECORDED	SPECIAL CIRCUMSTANCES	PRIORITY
Front Street, Greatham	1 slight	32.4mph		14
Caledonian Road	1 slight	32.2mph		15
Elwick village	0	37mph		16
Clifton Avenue	0	35.8mph		17
Burn Road (adjacent to Vicarage Court)	1 slight	24.5mph	Request for pedestrian island. Above average numbers of elderly residents crossing from nearby sheltered housing.	18
Pedestrian crossing facility Holdforth Road	0	34.0mph	Petition received	19
Owton Manor Lane (Kintra Rd – Kirriemuir Rd)	0	33mph		20

^x Accidents over the previous 3 years.

* Figures are 85th percentile speeds – The speed at which 85% of traffic is travelling at or below.

Note 1 – Posted limit of 40mph. Recorded speed 22.5% above limit. Clavering area 20.7% above limit.

**CULTURE, LEISURE AND TRANSPORTATION
PORTFOLIO**

Report to Portfolio Holder
14 November 2006



Report of: Head of Technical Services

Subject: REVISED FARES STAGECOACH
SUPPORTED BUS CONTRACTS

SUMMARY

1. PURPOSE OF REPORT

To seek approval from the Portfolio Holder to apply revised fares on the Council's supported Stagecoach contracted bus services.

2. SUMMARY OF CONTENTS

Details of revised fares on Stagecoach services.

3. RELEVANCE TO PORTFOLIO HOLDER

3.1 The Portfolio Holder has responsibility for traffic and transportation issues.

4. TYPE OF DECISION

4.1 This is a non-key decision.

5. DECISION MAKING ROUTE

5.1 This is an executive decision made by the Portfolio Holder.

6. DECISION(S) REQUIRED

6.1 Approval to apply revised fares on the Council's supported Stagecoach contracted bus services.

Report of: Head of Technical Services

Subject: REVISED FARES STAGECOACH
SUPPORTED BUS CONTRACTS

1. PURPOSE OF REPORT

To seek approval from the Portfolio Holder to apply revised fares on the Council's supported Stagecoach contracted bus services.

2. BACKGROUND

2.1 Stagecoach Hartlepool has raised fares on its commercial bus services from 15 October 2006. The majority of the Hartlepool Borough Council supported bus contracts are operated by Stagecoach Hartlepool.

2.2 To avoid confusion with passengers, Stagecoach Hartlepool has requested to raise fares on Borough Council supported contracts to bring them into line with the commercial services. This will avoid confusion among the general public.

2.3 The revised fare scales are provided in Table 1 below:

Table 1 - Revised Fares Scales Stagecoach Hartlepool Services

<u>Stages</u>	<u>Current Fare</u>	<u>Revised Fare</u>
1	55	60
2	75	80
3	90	95
4	110	115
5	120	125
Middlesbrough return	400	410
Adult Dayrider	250	260
Child Dayrider	180	185
Family Dayrider	490	500

- 2.4 A list of Stagecoach Hartlepool supported bus contracts is contained in table 2 below:

Table 2 - Stagecoach Hartlepool Borough Supported Bus Contracts

<u>Service</u>	<u>Route</u>
980	Middlegate – Tofts Farm
1/1A	Throston Grange – Seaton Carew
503	Fens Hotel –Throston Grange
506	Clavering – South Fens/Eskdale Road
7/7A	Fens Hotel - Middlegate
12	Middlegate- Seaton Carew
822	Seaton Carew -
823	Middlegate – St Hilds
824	Elwick – High Tunstall
826	Throston Grange – English Martyrs
828/829	Seaton Carew – English Martyrs/Brierton
516/517/524	Tesco –Elwick/Dalton Piercy
527	South Greatham - Hartlepool
3A	Hartlepool –Throston Grange
15	Seaton Carew - Marina
1	Throston Grange – Seaton Carew
6/12	Fens – Middlegate
5	Middlegate – Bournemouth Drive

3. FINANCIAL IMPLICATIONS

- 3.1 There are no financial implications to the Borough Council as a result of the proposed fare rise.

4. RECOMMENDATION

- 4.1 It is recommended that approval be given to apply a fares increase on the Council's supported Stagecoach contracted bus services within Hartlepool.

**CULTURE, LEISURE AND TRANSPORTATION
PORTFOLIO
REPORT TO PORTFOLIO HOLDER
14th November 2006**



Report of: Director of Adult and Community Services

Subject: BEACH LIFEGUARD SEASON 2006

SUMMARY

1. PURPOSE OF REPORT

To update the Portfolio Holder on the Beach Lifeguard Season for 2006.

2. SUMMARY OF CONTENTS

This season was the most successful to date, with the lifeguards winning the North East Beach Lifeguard Competition and two members of the team receiving 'certificates of commendation' from the RLSS for a rescue they conducted the previous season. Lifeguards were recruited using a range of advertising with all posts filled. There were 6 reported aquatic incidents and 1,280 reported other incidents varying from minor first aid to giving general safety advice.

3. RELEVANCE TO PORTFOLIO HOLDER

Lifeguards fall within the responsibility of the Culture, Leisure and Transportation Portfolio Holder.

4. TYPE OF DECISION

Non-key decision.

5. DECISION MAKING ROUTE

Culture, Leisure and Transportation 14th November 2006.

6. DECISION(S) REQUIRED

To note the report on the Lifeguard Season 2006.

Report of: Director of Adult and Community Services

Subject: BEACH LIFEGUARD SEASON 2006

1. PURPOSE OF REPORT

1.1 To update the Portfolio Holder on the recent lifeguard season.

2. BACKGROUND

2.1 In 2004 The Royal Life Saving Society (RLSS) was commissioned to undertake a beach safety assessment identifying various aspects of running a beach lifeguard service, based on this report Hartlepool Borough Council decided to reinstate the lifeguard.

2.2 The decision was taken when the lifeguards were reinstated that the service should not only operate for the schools summer holidays but should also include May and Spring Bank Holidays and the weekends from May Bank Holiday up to the school summer holidays from 10 am to 6pm.

2.3 The level of cover recommended by the Royal Life Saving Society (RLSS) is:

Seaton Carew (between the North Shelter and the Coach Park)
Four lifeguards with five at peak times, inclusive of at least one supervisor

Headland Beaches (Fish Sands and Block Sands) between 10am to 6pm.
Four Lifeguards, inclusive of at least one supervisor.

3. RECRUITMENT AND TRAINING

3.1 Advertising for the vacancies was undertaken through the normal outlets, but in addition a radio advert and flyers were produced. Monitoring was not undertaken at the time of recruitment regarding the success of the different forms or advertising, however, all lifeguard positions were filled successfully.

3.2 The Lifeguard Staffing Levels required to provide the cover as recommended by the Royal Life Saving Society was:

- Beach Lifeguard Supervisors 3
- Beach Lifeguards (inclusive of 2 relief Supervisors) 11
- Casual Beach Lifeguards 7

3.3 All the Lifeguards and supervisors are trained to:

- RLSS National Beach Lifeguard Qualification (NBLQ)

Additionally the Supervisors are also trained in:

- RYA VHF Radio Certificate
- Quad bike Training
- Towing of trailers training
- First Aid at Work training
- 4 x 4 off road training
- Defibrillator training

All specified RWC (rescue watercraft) users are holders of the RYA Personal Watercraft certificate.

- 3.4 Two NBLQ courses were delivered by the Beach Safety Officer, one in April and the other in June, all candidates successfully passed.
- 3.5 All Lifeguards have to undergo compulsory in-house training to practise skills learned and keep up to date with any changes in protocols. It is recommended by the Royal Life Saving Society that lifeguards undertake a minimum of four hours training per month incorporating a variety of the elements required on a rolling programme.
- 3.6 Initially ongoing training was delivered mainly on Thursday evenings, during the summer holidays training was delivered on Wednesday mornings, including a pool and theory session at Mill House Leisure Centre then a beach session at Seaton Carew. A total of 4 hours training was conducted, which was incorporated into the shift patterns. The feedback from the Lifeguards was that this seasons training was successful, however, some felt the need for more frequent sessions. Lifeguards are permitted to attend as many training sessions as they want, however, they will only be paid for 4 hours per calendar month with the exception of the summer period when training sessions are incorporated within the shift pattern, averaging 6-8 hours.
- 3.7 The training courses listed above are essential to ensure that the lifeguards provide a good standard of service. Whilst most of the team benefited from the regular training programme it was observed that attendance by some, mainly the casual staff, was poor. In the future emphasis will be placed on attending ongoing training in order secure casual cover work.

4. BASES

- 4.1 At Seaton the lifeguard unit again was securely sited having various security measures put in place and no vandalism occurred, the site was in the centre of the patrol area and the unit had a lookout tower on the roof enabling lifeguards to have an excellent vantage point.
- 4.2 At the Headland two portacabins were positioned, one at Fish Sands and another at Block Sands, these are temporary units hired in.
- 4.3 Again findings from the end of season evaluation form indicated that all lifeguards are either partially satisfied or not satisfied with the welfare facilities,

mainly due to the lack of toilet and/or shower facilities. Options for the future will be considered at both sites.

5. INCIDENT STATISTICS

- 5.1 There were 6 reported aquatic incidents (wading rescues), however, no major rescues occurred. Additionally there were 1,280 reported other incidents varying from minor first aid to giving general safety advice. These are detailed below:

Seaton incidents	No. Of Times
Dogs with owners in ban area	303
Inflatable warnings	53
Horses in patrol area	44
Jet ski users in bathing area	42
Minor first aid	40
4 x 4 vehicles on the beach	31
Child protection issues (naked children)	31
Other safety advice	20
Other incidents	20
People consuming alcohol	19
Swimmers out of bathing area	15
Quads on the beach	11
Lost children	6
Incoming tide warnings	5
Surfers in bathing area	4
Jelly fish warnings	4
Anti social behaviour	4
Police calls	4
Red flag warnings	3
Marine stings	2
Fishing in bathing area	2
Parental advice	2
RSPCA calls	2
Power boats in bathing area	1
Motor bikes on beach	1
Needles found on beach	1
Lost person	1
Wading rescue	1
Major incidents	0
Major First aid	0

Headland	No. Of Times
Dogs with owners in ban areas	137
Minor first aid	79
People consuming alcohol	63
Child protection issues (naked children)	53
Parental advice	52
Other safety advice	44
No running advice in and around the paddling pool	40
People jumping/diving off breakwaters	36
Jelly fish warnings	26
Other incidents	26
Anti social behaviour	19
Red flag warnings	12
Jet ski users in bathing area	11
Incoming tide warnings	10
Inflatable warnings	8
Jumping/diving from town wall	7
Swimmers in shipping channel	7
People jumping off Pilot Pier buildings	5
Wading rescues	5
Fishing in bathing area	2
Lost children	2
Marine stings	1
Needles found on beach	0
Major first aid	0
Major rescue	0

5.2 A total of 1,286 reported incidents occurred most of these were either advisory and/or preventative actions. This was slightly lower than last year's statistics; June and July were very busy months due to good weather conditions, alternatively August was quite due to poor weather conditions.

5.3 Although there were a number of visits from the Dog Wardens at Seaton Carew, dog owners in the ban areas still prove to be a problem with an increase of reported incidents from last year.

6. NEW EQUIPMENT

6.1 The following equipment was purchased prior to the start of the season:

- Defibrillator (based at Seaton) and training defibrillator
- 2 PWC helmets

7. ACHIEVEMENTS

- 7.1 On 5th May 2005 at Seaton Carew two youths in inflatable rings got caught in a rip current and were drifting out to sea, two Lifeguards swam out to rescue the boys with torpedo buoys. As a result of this rescue the two Lifeguards involved, Claire McGee and Kate Forrester received a 'certificate of commendation' from the RLSS.
- 7.2 On 9th August Hartlepool Lifeguards were winners of the regional beach lifeguard competition. This was the first time Hartlepool has entered this event and the team of four beat off stiff competition from other local authorities and clubs. A total of nine teams took part, including teams from North Tyneside, Sunderland and Redcar and Cleveland councils. Each had to tackle four tough challenges to test their skills and stamina to the full:
- Rescuing an unconscious casualty from the sea.
 - An elimination race along the beach collecting flags.
 - Throwing ropes to reach a target.
 - A combination of a 50 metre run, followed by a 100 metres swim, followed again by a 50 metres run.
- 7.3 There were two teams entered from Hartlepool; the other team was placed in 5th position. Redcar and Cleveland were placed second, with Sunderland third.

8. EVENTS

- 8.1 For the second consecutive year, the Beach Lifeguards provided safety cover for the Hartlepool triathlon's swim event at the Marina. Competitors were required to swim 750 metres and the event was a success; all together there were two land based Lifeguards and three water based Lifeguards on rescue crafts.

9. FUTURE DEVELOPMENTS

- 9.1 Although only 50% of the Lifeguards filled in an evaluation form, the responses were very useful, identifying some proposed improvements, which are as follows:
- More incident training – although a session was organised at the beginning of the season, due to university commitments the number of lifeguards who attended was disappointing. This session will therefore be organised as part of the main induction.
 - Changes to shift pattern – Some of the Lifeguards felt that 7 consecutive days at The Headland was too long, so minor adjustments can be made.

- More specified mechanical equipment users are required, mainly in the use of the quad bike. During the season only the Supervisors were permitted to use the quad.
- Additional relief Supervisors are required. These will be identified at the recruitment stage.
- Pre-season event – last year flare training was organised prior to the start of the season, which was a good opportunity for the Lifeguards to meet, however this was provided by the RNLI and funding for this has now ceased. Due to the success of this pre-season event other options will be explored.
- Next year Hartlepool will be hosting the regional beach lifeguard competition.
- In order to emphasise the water safety message to schoolchildren the service will look to provide rookie lifeguard training at the Seaton Carew for primary school children.

10. ACKNOWLEDGEMENTS

- 10.1 This year's end of season event was provided by the RNLI; a trip out on the offshore boat was arranged. Thanks are extended to the RNLI crew.
- 10.2 Thanks to Claire McGee, Beach Lifeguard Supervisor for organising and training the teams for the beach lifeguard competition.

11. RECOMMENDATIONS

The Portfolio Holder is requested to:

- i) Note the contents of the report

CONTACT OFFICER: Tony Davison Acting Parks & Countryside Manager

Background Papers

Cabinet Report 22/3/04 Beach Lifeguarding

**CULTURE, LEISURE AND TRANSPORTATION
PORTFOLIO**

Report to Portfolio Holder
14 November 2006



Report of: Head of Technical Services

Subject: BOAT OWNERS ASSOCIATION PETITION
REGARDING THE HEUGH BREAKWATER

SUMMARY

1. PURPOSE OF REPORT

1.1 To record the concerns contained in the petition.

2. SUMMARY OF CONTENTS

2.1 Report for information and requiring action.

3. RELEVANCE TO PORTFOLIO HOLDER

3.1 The contents of the petition raises the safety issues associated with the retention of the outer third of the Heugh Breakwater and the very serious implications for capital budgets if the petition is actioned.

4. TYPE OF DECISION

4.1 This is a non-key decision.

5. DECISION MAKING ROUTE

5.1 The strategy study was approved by Cabinet on 27 February 2006 and an executive decision is to be made by the Culture, Leisure and Transportation Portfolio Holder regarding the petition.

6. DECISION(S) REQUIRED

6.1 That the Portfolio Holder notes the report.

Report of: Head of Technical Services

Subject: BOAT OWNERS ASSOCIATION PETITION
REGARDING THE HEUGH BREAKWATER

1. PURPOSE OF REPORT

1.1 To record the concerns contained in the petition.

2. BACKGROUND

2.1 The Mayor has received a 2,000 name petition from friends and members of the Boat Owners Association objecting to the removal of any part of the Heugh Breakwater or the continued failing of maintenance of the said structure.

2.2 The Mayor has asked for a report to be brought to this portfolio on this subject.

History of Heugh Breakwater

2.3 To meet a large increase in trade and to render the port more accessible to shipping in gales from the North East, the Hartlepool Port and Harbour Commissioners were empowered in 1851 to make a Pier or Breakwater from the Headland or Heugh in a southward direction'. The first portion, which was planned to extend 500 yards (457m) into the bay, commenced but was not completed due to a proposal for a Life Harbour in Hartlepool Bay.

2.4 In 1855 the Hartlepool Port and Harbour Act specified the requirement for a Harbour of Refuge, with powers to make, construct and maintain an outer harbour in the bay of Hartlepool and for that purpose to make, construct and maintain a southern pier or breakwater and to make, maintain, vary, extend or enlarge a northern pier or breakwater' (i.e. the Heugh)

2.5 By 1859 only 250 yards (229m) had been constructed.

2.6 Due to the rapid development in steam propulsion for shipping and the dramatic decline in sailing vessels the proposals for the Harbour of Refuge were abandoned.

2.7 In 1869 a further Act of Parliament gained royal assent which enabled the Commissioners to complete a further 200 yards (183m) of the Breakwater.

- 2.8 The Breakwater was completed and since then has been maintained by the Port and Harbour Commissioners, their successors, the Tees and Hartlepool Port Authority and more recently, since the port was privatised, by P.D Ports.

Studies

- 2.9 Over the last 30 years a number of hydraulic studies have been carried out on the effects of the Heugh Breakwater and other coastal structures in the area, as follows:

1978 Central Design and Modelling Services - 'An investigation into effects of abandoning the Heugh Breakwater'

Conclusions (part)

"1) *the Breakwater affords significant protection to the landward reach of the navigable channel, the harbour entrance and parts of the adjacent coastline from waves approaching from the N.E quarter;*

2) *removal would result in a significant increase in wave conditions on Block Sands. The small amount of material which forms the beach would be rapidly eroded and the sea wall would become more exposed to wave action."*

1981 Central Design and Modelling - 'An investigation into the effect of the Heugh Breakwater on hydraulic conditions at entrance to Hartlepool Dock'

Conclusions (part)

"If the proposal to maintain two thirds of the breakwater in its present condition and allow the seaward one third form a rubble mound, then the breakwater would continue to control the tidal currents in the adjacent costal area. There would be a transmission of wave energy over the seaward end of the breakwater, which would lead to an increase in the rate of siltation in the navigation channel of up to 10%."

1990 Hydraulics Research –' Victoria Dock, Irvines Quay Development – Random wave physical model study'.

Conclusion (part)

"If maintenance of the Heugh Breakwater is discontinued, and the structure allowed to fail then it is expected that conditions in the harbour, with Irvines Quay development completed, will become much worse on a yearly basis. In the case of fishing vessels situations may arise where they cannot be left untended throughout the season. In the case of larger vessels problems may occur with loading operations

more frequently, as cargo handlers will not be used to regular bad wave conditions in the harbour. This will be particularly true for Irvines Quay where wave conditions are expected to be worse than at other quays in the Victoria Dock. Added to these problems, pieces of concrete from the breakwater may be dispersed and transported towards the approach channel where they could pose a threat to safe navigation.

It is recommended that a full structural survey of the breakwater is carried out before any decision is made on its future. Additionally thought should be given to the effect, if any, that the breakwater has on sediment transport around its tip and on the stability of any beaches in the area. These aspects were outside the scope of this study.”

Note

- 2.10 The 1990 Hydraulics Research report specified that if the Heugh Breakwater structure failed wave conditions in the harbour and in particular Irvines Quay will become worse. This is true but the increase from 0.3m to 0.6m in wave height was not considered a major problem for commercial shipping although there may be possible disruptions to cargo handling operations. The situation may arise where, if fishing vessels were moored at the berth (Irvines Quay) they could not be left unattended throughout the season.
- 2.11 Since this report the RNLI have established a mooring for the ‘all afloat’ lifeboat at the root of Middleton Pier which could be affected in a similar manner. However there is probably mooring available elsewhere within Victoria Harbour which would not be so badly affected.

1990 Hydraulics Research – ‘Hartlepool Marina – Wave climate assessment and physical modelling’.

Conclusion (part)

“Deterioration of the Heugh Breakwater will not affect wave conditions in the West Harbour or its approaches.”

1998 Babbie Group – ‘Hartlepool Headland - assessment of Seawalls’.

Conclusion (part)

“The continued maintenance of the Heugh Breakwater is considered to be important for the condition of the Town Wall. Loss of the protection currently afforded by the breakwater might have serious consequences for this section of the wall. An increase in wave activity at the wall not only increases the rates of mortar/block

deterioration, but also increases the rate of seabed scour, thereby increasing the need for toe protection or beach replenishment works.

Some protection would continue to be provided by the smaller Pilot's Pier, although model studies have indicated that the increases in yearly wave heights at the Town Wall in the event of loss of the breakwater are significant."

1999 Babbie - Shoreline Management Plan – 'Seaham Harbour to Saltburn'

"Stated 'it's (the Heugh Breakwater) value as a defence element is debated'. The 'preferred option' of the Plan was - 'Hold the Line' – stating 'the harbour arms are important for reducing wave action in the port and an appropriate standard of defence needs to be maintained to enable navigation'. This SMP recommended the influence of the Heugh Breakwater should be investigated as part of a Strategy Study."

2006 W S Atkins Strategy Study 'North Sands to Newburn Bridge'

Published after a number of public consultation exercises.

"The strategy study specifies that PD Teesport owns the Heugh, but has stated that the breakwater is not required for navigation into Victoria Harbour and therefore is not their intention to maintain this structure. Although the Heugh now has no navigation purpose, it does provide protection to the seawalls in its lee. This study has also determined that loss of the Heugh would result in a general increase in wave heights at the marina and inside Victoria Harbour and would cause some re-orientation of Middleton beach. The implication is that without the Heugh Breakwater, additional coast protection works would be required. The end of the Heugh Breakwater has now collapsed and without significant investment this structure will continue to deteriorate and eventually collapse altogether. A choice has to be made to either retain the Heugh or to let it collapse and to manage the coast protection consequences."

2006/2007 Royal Haskoning - Shoreline Management Plan (SMP2) 'River Tyne to Flamborough Head'

At present in draft form in the process of finalisation.

The plan states:

"The overall management intent for the area is to maintain the general overall defence of the bay, this maintaining the core value of Hartlepool. Within this, detailed consideration needs to be given to minimising the need for additional defence along Block Sands in deciding to what degree the length of the Heugh Breakwater needs to

be maintained. Consideration needs to be given to how the proposed development around Victoria Harbour, in particular in the area of Middleton Beach, can be used to allow development of a more sustainable defence line.”

2.12 Preferred policy to implement plan:

From present day - Hold the line to the whole Hartlepool bay frontage. Develop detailed plans with respect to the Heugh Breakwater. Develop defence to Middleton Beach in association with development plans.

Medium Term – As above.

Long Term – As above.

Key Issues

2.13 The three issues in the petition are:

- (a) The retention and maintenance of the whole length of the breakwater.
- (b) The protection afforded the navigation of small craft by the outer third of the breakwater and the strategy study proposal to allow this to degrade without maintenance.
- (c) The possible damage to other coast protection structures if the outer third is abandoned.

Discussion

2.14 The Heugh Breakwater is wholly owned and maintained by P.D Teesport. Due to the changing pattern of shipping using the port and the results of the above studies the port owners have concluded they no longer consider the breakwater to serve a useful purpose for the navigation of commercial vessels into the port and they will no longer be maintaining the outer third of the structure, and there is some doubt as to the continued maintenance of the inner two thirds by the port.

2.15 A section of the Cabinet Report dated 27 February 2006 (detailed below) highlights the issues concerning the Heugh Breakwater.

“W.S Atkins the Study consultants have computer modelled the wave action in the bay with the breakwater present and with it removed. Their findings agree with those of the Port Authority, in that the breakwater is not required for the Port Authority to fulfil its statutory obligations with respect to the Port operation. The breakwater is wholly owned and maintained by P D Teesport.

The breakwater, however, does serve as a coast protection structure to protect a limited stretch of coastline structures from heavy seas and if it is totally removed these will require upgrading to withstand the direct impact of the sea. The lengths affected are the Block Sands and Middleton Beach walls, but notably not the Town Wall to any significant degree.

Various options for the 5 to 10 year policy have been costed and the most cost effective option based on the work to date would appear to be the removal of the outer third of the breakwater with retention and upgrading of the shoreward two thirds together with the upgrading of the Block Sands protection structures (between the Breakwater and the Pilot Pier) and upgrade Middleton Beach protection structures.

It must be noted that the proposal does not meet the priority score and so would not be eligible for DEFRA grant aid funding.

Informal DEFRA view is that once a capital scheme to achieve the above option has been achieved then the maintenance liability for the breakwater could be transferred from the Port to the Council. It should be emphasised that this would only occur after the major capital expenditure to upgrade the required length of the breakwater so that its life expectancy was at least 50 years, and its maintenance liability was minimal in the short to medium term.

The upgraded breakwater could then be available as an amenity for the public but this has the potential to raise the issue of public liability.

As a result of consultation with the public, the serious issue of the shelter the breakwater affords to small craft, RNLI vessels and yachts entering the Marina and Victoria Harbour has been raised. It is agreed that this is true, but from enquiries to date it would appear that neither the Port Authority nor this Council have any statutory duty to these types of vessels. This raises the issue of jeopardising lives, the reputation and amenity value of the marina and small craft moorings and also the overall tourism image of the town if the outer third were allowed to degrade naturally. The amenity value of the Small Crafts Moorings located in Victoria Harbour may degenerate due to the increase in wave heights which is predicted if the breakwater is allowed to reduce in length. The cost of keeping this section maintained is disproportionately high compared to the inner length and so far has been discounted as a viable option. The funding to secure the integrity of the outer third would most certainly have to be found by those wishing to preserve this amenity value.”

- 2.16 As mentioned previously discussions with the Port Authority have indicated they will not fund any major works to secure the outer end of the Breakwater, however it must be stressed that the port do carry out essential maintenance to the inner section of the breakwater and have done so over the years. There are established records that the port

have carried out maintenance as recently as, 2000, 2001, 2002 and 2006. Certain parties allege that the port do not maintain the breakwater but there is absolutely no foundation for this. The outer section has been ‘barriered off’ to the general public for many years for safety reasons, but barrier vandalism and trespassing is frequent.

- 2.17 In 1988 (before the port was privatised) the Port Authority indicated they were willing to fund some major essential works providing the Council then accepted, for perpetuity, future maintenance responsibilities for the whole of the structure. The council could not accept this but resolved to contribute to the immediate repair and this was undertaken by the council, but ownership and maintenance continued to remain the responsibility of the Port Authority.
- 2.18 Any repairs on the outer third would be very costly and disproportionate to preserving the coast by implementing local schemes on the affected frontages, as is discussed in the Strategy Study.
- 2.19 The recent Atkins Strategy Study which was adopted by the council in Feb 2006 contains the preferred policy recommendations as follows:

Next five years:

“Maintain the existing sea walls and the Heugh breakwater”

Five to ten years:

“Implement upgrading of the Heugh if justified and consider reduction in length. Upgrade the sea walls along Block Sands with toe scour protection.”

Ten to 100 years:

“Maintain.”

- 2.20 The petition seeks to change these recommendations, but there is no valid reason to revoke this policy, except for the safety considerations discussed in the Cabinet Report noted above.

Legal

- 2.21 The legal situation with regard to maintenance is that the Council has permissive powers (i.e. may do it) under the 1949 Coast Protection Act, which empowers the Council to carry out maintenance if it wishes.
- 2.22 The legal owner of the breakwater is currently PD Ports who are therefore the party liable for its maintenance.

3. FINANCIAL IMPLICATIONS

- 3.1 If the maintenance/improvement issue is to be addressed by upgrading the outer third then very considerable sums (in the order of £9 million) would be needed to achieve this and it must be emphasised this it would not be available from central government.
- 3.2 The issue of damage to other coast protection structures such as Town Wall, Block Sands and Middleton Beach is addressed in the Strategy Study by the proposals to improve local structures. As a guide the estimate in the Strategy Study for partial upgrade of the inner two thirds and the local structure improvements is of the order of £8million when updated for inflation.
- 3.3 The Town Wall scheme currently meets the DEFRA threshold targets for funding and the intention is to progress the Strategy Study recommendations on this in the near future.
- 3.4 Realistically the breakwater scheme does not meet the DEFRA threshold criteria for funding and therefore these funds will never be available unless found by those wishing to preserve this amenity value.

4. CONCLUSIONS

- 4.1 The Heugh Breakwater is wholly owned by PD Ports.
- 4.2 The Strategy Study recommends that in 5 to 10 years implement upgrading of the Heugh if justified and consider reduction in length. Upgrade the sea walls along Block Sands with toe scour protection.
- 4.3 Any major repairs to the outer third would be very costly and disproportionate to preserving the coast by implementing local schemes on the affected frontages.
- 4.4 Central Government funds will not be available for any capital refurbishment scheme.

5. RECOMMENDATIONS

- 5.1 That the report be noted.

**CULTURE, LEISURE AND TRANSPORTATION
PORTFOLIO**

Report to Portfolio Holder
14 November 2006



Report of: Head of Technical Services

Subject: HOUGHTON STREET – RESIDENTS
PARKING SCHEME

SUMMARY

1. PURPOSE OF REPORT

1.1 To consider a petition request from residents of Houghton Street to create residents only parking restrictions.

2. SUMMARY OF CONTENTS

2.1 The report outlines the requests and details the progress and options.

3. RELEVANCE TO PORTFOLIO HOLDER

3.1 The Portfolio Holder has responsibility for traffic and transportation issues.

4. TYPE OF DECISION

4.1 This is a non-key decision.

5. DECISION MAKING ROUTE

5.1 This is an executive decision made by the Portfolio Holder.

6. DECISION(S) REQUIRED

6.1 The Portfolio Holder note progress on the current consultation process.

Report of: Head of Technical Services

Subject: HOUGHTON STREET – RESIDENTS
PARKING SCHEME

1. PURPOSE OF REPORT

1.1 To consider a petition request by 22 residents of Houghton Street to create residents only parking restrictions.

2. BACKGROUND

2.1 The Portfolio Holder will be aware that prior to the creation of Decriminalised Parking Enforcement (DPE) within the Borough, it had been necessary to defer requests for residents parking areas until DPE was established. DPE was introduced in July 2005 and the Portfolio Holder has already approved a timetable to consider the outstanding permit zone requests to be phased over a six month period.

2.2 Phase 1 of the process included properties in Linden Grove, Holdforth Road and Seaton Carew. The formal consultations have now taken place with residents and where appropriate, legal orders are now in the process of being created to establish controlled parking zones.

2.3 Although the number of properties involved in the consultation process delayed the expected timetable, consultation has now begun with properties within phase 2 of the process.

2.4 Included within this group are properties located in Houghton Street, Whitburn Street and Elwick Road. The consultation period ends shortly and it is hoped that once the results have been analysed they can be reported to the Portfolio meeting in December 2006.

2.5 A copy of the signed petition will be available at the Portfolio meeting.

2.6 The receipt of the petition has coincided with the start of the planned consultation process.

3 CONSIDERATION OF ISSUES

- 3.1 The consultation period involving residents of Houghton Street, Elwick Road, Whitburn Street will end shortly and it is hoped that the results can be reported back to the Portfolio Holder in December 2006.

4. FINANCIAL IMPLICATIONS

- 4.1 The creation of a controlled parking zone would require the installation of signs and lines in accordance with the government approved traffic guidance. This cost would be minimal and would be met from the Parking Services budget.

5. RECOMMENDATIONS

- 5.1 The Portfolio Holder note receipt of the signed petition, and defer any decision until the results of the formal consultation with residents are reported in December 2006.

**CULTURE, LEISURE AND TRANSPORTATION
PORTFOLIO**

Report to Portfolio Holder
14 November 2006



Report of: Head of Technical Services

Subject: NEIGHBOURHOOD SERVICES
DEPARTMENTAL PLAN 2006/2007
2ND QUARTER MONITORING REPORT

SUMMARY

1. PURPOSE OF REPORT

1.1 To inform the Portfolio Holder of the progress made against the Neighbourhood Services Departmental Plan 2006/07 in the first two quarters of the year.

2. SUMMARY OF CONTENTS

2.1 The progress against the actions contained in the Neighbourhood Services Departmental Plan 2006/07 and the first two quarters outturns of key performance indicators.

3. RELEVANCE TO PORTFOLIO HOLDER

3.1 The Portfolio Holder has responsibility for culture, leisure and transportation issues.

4. TYPE OF DECISION

4.1 This is a non-key decision.

5. DECISION MAKING ROUTE

5.1 This is an executive decision made by the Portfolio Holder.

6. DECISION(S) REQUIRED

6.1 Achievement on actions and indicators be noted.

Report of: Head of Technical Services

Subject: NEIGHBOURHOOD SERVICES
DEPARTMENTAL PLAN 2006/2007
2ND QUARTER MONITORING REPORT

1. PURPOSE OF REPORT

1.1 To inform the Portfolio Holder of the progress made against the key actions identified in the Neighbourhood Services Departmental Plan 2006/07 and the progress of key performance indicators for the period up to 30 September 2006.

2. BACKGROUND

2.1 The Culture, Leisure & Transportation Portfolio Holder agreed the Neighbourhood Services Departmental Plan in June 2006.

2.2 The Portfolio Holder for Culture, Leisure and Transportation has responsibility for part of the Neighbourhood Services Departmental Plan.

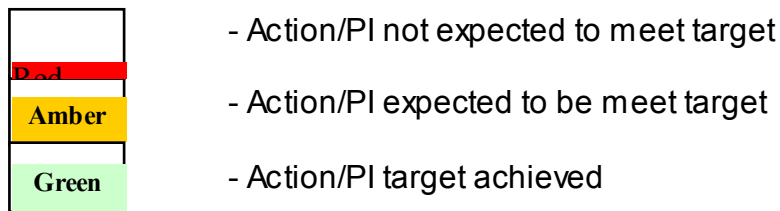
2.3 The Neighbourhood Services Departmental Plan 2006/07 sets out the key tasks and issues along with an Action Plan to show what is to be achieved by the department in the coming year.

2.4 The Council recently introduced an electronic performance management database for collecting and analysing performance. In 2006/07 the database will collect performance information detailed in the Corporate Plan, the five Departmental Plans and the Services Plans of the Neighbourhood Services Department.

2.5 Each section within the department produces a Service Plan, detailing the key tasks and issues facing them in the coming year. Each plan contains an actions, detailing how each individual section contributes to the key tasks and priorities contained within the Neighbourhood Services Departmental plan and ultimately those of the Corporate plan.

3. FIRST QUARTER PERFORMANCE

- 3.1 This section looks in detail at how the Neighbourhood Services Department have performed in relation to the key actions and performance indicators that were included in the Neighbourhood Services Departmental Plan 2006/07 and which the Portfolio Holder for Culture, Leisure & Transportation has responsibility.
- 3.2 On a quarterly basis officers from across the department are asked, via the Performance Management database, to provide an update on progress against every action contained in the performance plans and, where appropriate, every performance indicator.
- 3.3 Officers are asked to provide a short commentary explaining progress made to date, and asked to traffic light each action based on whether or not the action will be, or has been, completed by the target date set out in the plans. The traffic light system has been slightly adjusted in 2006/07, following a review of the system used previously. The traffic light system is now:



- 3.4 Within the Neighbourhood Services Departmental Plan there are a total of 95 actions and 117 Performance Indicators identified. The Portfolio Holder for Culture, Leisure & Transportation has responsibility for 16 of these actions and 22 of these performance indicators. Table 1, below, summarises the progress made, to the 30 June 2006, towards achieving these actions and performance indicators.

Table1 – Neighbourhood Services progress summary

	Departmental Plan		Culture, Leisure & Transportation Portfolio	
	Actions	PIs	Actions	PIs
Green	25	22	5	10
Amber	61	63	9	5
Red	5	3	2	-
Annual	4	29	-	7
Total	95	117	16	22

3.5 Five of the actions for which the Portfolio Holders has responsibility have already been completed or have achieved target, and a further 9 are on target to be completed by the target date. However 2 of the actions have been highlighted as not being on target. More information on these actions can be found in table 2 below.

Table2: Actions not completed on target/not on target

Ref	Action	Milestone	Comment Q2
NS043	Improve utilisation of the Council fleet and greater efficiencies in transport provision	June 06	A report is to be delivered to the Northgate partnership board in December 2006 to seek approval for the Fleet management software. Vehicle routing and scheduling software will be implemented December 2006. Work ongoing on telematic systems Consideration through a transport strategy forum has been given to establishing an integrated transport unit (ITU) the initial discussions have been instigated with relevant departments within the Council to progress this. This is further being considered in line with a Tees Valley initiative. Vehicle utilisation through better route planning and operational logistics to be considered / discussed with relevant service managers. Driver training and Council driving policy presently being developed with an aim to maximise vehicle usage / efficiencies and fuel usage.
NS045	To co-ordinate the delivery of the Councils Dial a Ride service in conjunction with the Councils community transport services, providing greater efficiencies in vehicle utilisation and an enhanced Dial a Ride service.	July 06	Software system now ordered, implementation expected December 2006. Work to commence on the integration of the Dial a Ride Service into the CT fleet

3.6 It can also be seen that 5 of the Performance Indicators have been highlighted as being expected to hit the target and a further 10 indicators are being highlighted as having achieved the target. The remaining 7 indicators are only collected on an annual basis and therefore no updates are available for those at present.

3.7 During the second quarter, the Neighbourhood Services Department completed a number of actions for which the Portfolio Holder has responsibility for, including:

- Submission of the Hartlepool Local Transport Plan Annual Progress report.

4. RECOMMENDATION

4.1 It is recommended that achievement of key actions and second quarter outturns of performance indicators are noted.