

NEIGHBOURHOOD SERVICES COMMITTEE

AGENDA



Thursday 9 December 2021

at 2.00 pm

in the Council Chamber,
Civic Centre, Hartlepool.

A limited number of members of the public will be able to attend the meeting with spaces being available on a first come, first served basis. Those wishing to attend the meeting should phone (01429) 523568 or (01429) 523019 by midday on Wednesday 8 December and name and address details will be taken for NHS Test and Trace purposes.

You should not attend the meeting if you are required to self-isolate or are displaying any COVID-19 symptoms such as (a high temperature, new and persistent cough, or a loss of/change in sense of taste or smell), even if these symptoms are mild. If you, or anyone you live with, have one or more of these symptoms you should follow the [NHS guidance on testing](#).

MEMBERS: NEIGHBOURHOOD SERVICES COMMITTEE

Councillors Cook, Creevy, Howson, Jackson, B Loynes, Price and Stokell.

1. **APOLOGIES FOR ABSENCE**
2. **TO RECEIVE ANY DECLARATIONS OF INTEREST BY MEMBERS**
3. **MINUTES**
 - 3.1 To receive the Minutes and Decision Record of the meeting held on 19 October 2021 (previously circulated)
4. **KEY DECISIONS**
 - 4.1 Additional Highway Maintenance Programme – *Assistant Director (Place Management)*

CIVIC CENTRE EVACUATION AND ASSEMBLY PROCEDURE

In the event of a fire alarm or a bomb alarm, please leave by the nearest emergency exit as directed by Council Officers. A Fire Alarm is a continuous ringing. A Bomb Alarm is a continuous tone. The Assembly Point for everyone is Victory Square by the Cenotaph. If the meeting has to be evacuated, please proceed to the Assembly Point so that you can be safely accounted for.

5. OTHER ITEMS REQUIRING DECISION

- 5.1 Health and Safety Enforcement Service Plan 2021/22 – *Assistant Director – Regulatory Services*
- 5.2 Local Plan Authorities Monitoring Report 2020/21 – *Assistant Director, Place Management*
- 5.3 Review of Neighbourhood and Regulatory Services - *Director of Neighbourhoods and Regulatory Services*
(All Council Members are invited for the consideration of this item which will be taken first at the meeting.)

6. ITEMS FOR INFORMATION

- 6.1 Civil Enforcement Update – *Assistant Director – Regulatory Services*

7. ANY OTHER BUSINESS WHICH THE CHAIR CONSIDERS URGENT

8. LOCAL GOVERNMENT (ACCESS TO INFORMATION) (VARIATION) ORDER 2006

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) (Variation) Order 2006

ITEMS FOR INFORMATION

Forthcoming meeting dates –

Thursday 27 January, 2022 at 10.00 am
Thursday 3 March, 2022 at 10.00 am
Thursday 24 March, 2022 at 10.00 am



NEIGHBOURHOOD SERVICES COMMITTEE

9th December 2021



Report of: Assistant Director (Place Management)

Subject: Additional Highway Maintenance Programme

1. TYPE OF DECISION/APPLICABLE CATEGORY

- 1.1 Key Decision test (i) and (ii) applies. General Exception from Forward Plan applies.
- 1.2 Confirmation of the additional funding has only recently been received from the Tees Valley Combined Authority, with the intention that this is spent in the financial year 2021/22 and the Forward Plan timescales would leave insufficient time for the work to be completed due to lack of contractor availability.

2. PURPOSE OF REPORT

- 2.1 To seek approval for an accelerated programme of highway resurfacing schemes, following the confirmation of additional funding under the Pot-hole Fund and Highways Maintenance Incentive Fund. The total additional funding is £393,000.

3. BACKGROUND

- 3.1 In addition to the Council's 5 year highway maintenance programme which was approved at Neighbourhood Services Committee on 19th March 2021, the Council has been awarded further funding under the government's Pothole and Incentive Fund.
- 3.2 Year 1 of the existing resurfacing programme is now underway and comprises of resurfacing works totalling £1,185,000 as previously agreed by members.
- 3.3 The additional works for which approval is sought includes schemes from Year 2 of that programme, along with a number of other roads which have deteriorated at a faster rate than previously anticipated.
- 3.4 Roads have been selected using the usual methods of assessing data from scanner surveys, supplemented by rating assessments carried out in house on the basis of Highway Inspector's reports, with consideration also being

given to requests received from members of the public and Elected Members.

4. PROPOSALS

4.1 The proposed programme of work can be found in **Appendix 1**, with works totalling £393,000.

4.2 Main roads which carry higher volumes of traffic are resurfaced using Masterflex, which is a stone mastic asphalt material, whereas quieter, less trafficked roads are constructed using dense bitumen macadam (DBM).

4.3 Full resurfacing schemes are more sustainable and offer a greater value for money than 'pothole filling', and as this additional funding has allowed schemes on the existing programme to be accelerated, this will be reflected when the refreshed five year programme is brought before Committee in 2022.

5. RISK IMPLICATIONS

5.1 There is a risk that individual scheme costs may increase, however a number of schemes on the additional programme have been brought forward from those provisionally identified for 2022/23, which will allow for rebalancing if required.

6. FINANCIAL CONSIDERATIONS

6.1 The total cost of the accelerated programme is £393,000.

6.2 The programme is to be funded by a government grant from the Pothole and Incentive Fund, which is in addition to the Council's existing 5 year highway maintenance programme.

7. LEGAL CONSIDERATIONS

7.1 Temporary Prohibition of Driving Orders will be advertised where necessary, to support the road closures required for the works.

8. CONSULTATION

8.1 Any complaints raised throughout the year are assessed to determine whether they should be considered for inclusion in the rolling 5 year programme.

9. ASSET MANAGEMENT CONSIDERATIONS

- 9.1 The Asset Register will be updated to reflect the roads which are resurfaced.

10. OTHER CONSIDERATIONS

10.1

Child/Family Poverty Considerations	No relevant issues
Equality and Diversity Considerations	No relevant issues
Section 17 of The Crime And Disorder Act 1998 Considerations	No relevant issues
Staff Considerations	No relevant issues

11. RECOMMENDATIONS

- 11.1 It is recommended that Members approve the proposed programme appended to this report in **Appendix 1**.
- 11.2 It is recommended that Committee approves any changes to the proposed accelerated programme be delegated to the Director of Neighbourhoods and Regulatory Services, in consultation with the Chair of Neighbourhood Services Committee, to ensure that the funding is delivered within the short timescales given.

12. REASONS FOR RECOMMENDATIONS

- 12.1 To ensure that the Pothole and Incentive Fund is prioritised to achieve maximum benefit from the available budget.

13. BACKGROUND PAPERS

- 13.1 None.

14. CONTACT OFFICER

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Sign Off:-

Director of Policy and Finance ☒

Chief Solicitor ☒

4.1 APPENDIX 1

Street	Location	Type	Cost Est.
<u>Carriageway Schemes</u>			
Chichester Close	Cul-de-sac 37-47	DBM	£12,000
Lowthian Road	York Rd to Murray St	DBM	£15,000
Blakelock Road	Full	Masterflex	£76,000
Throston Grange Ln	Sections	Masterflex	£73,000
Tynebrooke Ave	Full	DBM	£22,000
Hart Lane	Section – Quarry area	Masterflex	£65,000
Dalton Back Lane	Sections	DBM	£98,000
Heathfield Drive	Sections	DBM	£16,000
Brinkburn Road	Full	DBM	£16,000
			<u>£393,000</u>

NEIGHBOURHOOD SERVICES COMMITTEE

9th December 2021



Report of: Assistant Director (Regulatory Services)

Subject: HEALTH AND SAFETY ENFORCEMENT SERVICE
PLAN 2021/22

1. TYPE OF DECISION/APPLICABLE CATEGORY

Non-Key decision.

2. PURPOSE OF REPORT

- 2.1 To consider the Health and Safety Service Plan for 2021/22, which is a requirement under Section 18 of the Health and Safety at Work etc. Act 1974.

3. BACKGROUND

- 3.1 The Health and Safety Executive has a key role in overseeing local authority enforcement activities. They have duties to set and monitor standards of local authorities, as well as carry out audits of enforcement activities to ensure that authorities are providing an effective service to protect public health and safety.
- 3.2 The Health and Safety Executive has issued guidance to local authorities, which provides information on how local authority enforcement service plans should be structured and what they should contain.
- 3.3 The service planning guidance ensures that key areas of enforcement are covered in local service plans, while allowing for the inclusion of locally defined objectives.
- 3.4 The Health and Safety Enforcement Service Plan for 2021/2022 is available in **Appendix 1** and takes into account the guidance requirements. The Plan details the Service's priorities for 2021/22 and beyond where appropriate. It also highlights how these priorities will be addressed.

4. PROPOSALS

- 4.1 The Service Plan for 2021/22 has been updated to reflect last year's performance and reflect changes in service demand.
- 4.2 The Plan covers the following:
- (i) Service Aims and Objectives;
 - (ii) The background to the Authority, including the scope and demands on the Health and Safety Service;
 - (iii) Service delivery, including intervention programmes, service requests, complaints, advice, liaison and promotion;
 - (iv) Resources, including financial allocation, staff allocation and staff development; and
 - (v) A review of performance for 2020/21.

5. SUMMARY OF MAIN ISSUES RAISED IN THE PLAN

- 5.1 As a result of the COVID-19 pandemic the majority of Public Protection staff were redeployed to carry out COVID work, which included providing advice to businesses, carrying out COVID enforcement work and undertaking enhanced contact tracing. This has meant that from the outset of the pandemic, this service has been severely impacted in its ability to deliver the usual obligations in relation to food and health and safety. As a consequence a Health and Safety Service Plan was not produced for 2020/21.
- 5.2 During the pandemic proactive official controls were suspended to minimise footfall in certain types of premises and only official controls in high priority areas were permitted. Throughout the pandemic the Health and Safety Executive and other government agencies, including the Food Standards Agency, have issued guidance to local authorities in relation to what businesses they should, and should not, inspect. We have had regard to the guidance and inspected relevant premises, therefore service delivery and performance during 20/21 is discussed below.
- 5.3 There were minimal health and safety proactive inspections placed upon the Council during 20/21 enabling officers to focus their efforts on COVID work and meant that the usual statutory requirements in relation to food and health and safety inspections were amended as the year progressed. We successfully completed 20 health and safety interventions. These were risk based and multiple priority topics were covered during some of these visits.
- 5.4 In addition to the planned interventions officers carried out 1 revisit to monitor compliance with contraventions identified during these interventions. While face to face interventions have been disrupted for much

of the year the team has continued to offer tailored advice and information on request with 20 advisory visits to businesses being carried out during the year.

- 5.5 During the year the Authority undertook 31 enforcement visits to assess compliance with smoke free legislation which came into force on 1st July 2007, a proportion of which were carried out in conjunction with health and safety interventions.
- 5.6 No promotional/campaign work or sampling was undertaken as a consequence of the pandemic.
- 5.7 During the time period, the Council responded to any health and safety complaints in the usual manner. The service carried out 20 visits in response to complaints/service requests relating to health and safety conditions and working practice. The initial response to these requests was undertaken within our target of 2 working days.
- 5.8 The service received 14 accident notifications during the year. After applying selection criteria based on national guidance none of these notifications were selected for further investigation.
- 5.9 No enforcement was undertaken during 2020/21 under the Health and Safety at Work etc. Act 1974. It is anticipated that this situation may change in 2021/22 as health and safety standards may have fallen during the pandemic.
- 5.10 Currently we are the enforcing authority for 1,393 premises in Hartlepool. In planning our intervention programme for 2021/22 we have had regard to the 'National Local Authority Enforcement Code Health and Safety at Work England, Scotland and Wales'.
- 5.11 The majority of businesses we have enforcement responsibility are small to medium employers with many employing less than 5 staff. The table below provides a profile of the premises within the borough.

Premises Type	Number of Premises as at 01/04/21
Retail Shops	414
Wholesale	25
Offices	131
Catering Services	279
Hotel/residential	16
Residential Care Homes	37
Leisure and Cultural	255
Consumer Services	231
Other (Miscellaneous)	5
Total	1,393

- 5.12 The Health and Safety Executive (HSE) provides Local Authorities with guidance and tools for priority planning and targeting their interventions, enabling them to meet the requirements of the National Local Authority Enforcement Code (the Code). The Code is given legal effect as HSE guidance to local authorities under section 18(4)(b) of the Health and Safety at Work etc. Act 1974. It is designed to ensure that local authority health and safety regulators take a more consistent and proportionate approach to enforcement.
- 5.13 We recognise that we have a vital role to play in ensuring that the regulatory system is focused on better health and safety outcomes and not purely technical breaches of the law. During 2021/22 we will carry out a range of interventions based on risk, local intelligence, performance history, RIDDOR reports, complaints and local occupational health data.
- 5.14 The Code states that proactive inspection must only be used to target the high risk activities in those sectors specified by the HSE or where intelligence suggests risks are not being effectively managed. For this purpose HSE have published a list of high risk sectors (and the key activities that make them such) that are to be subject to proactive inspections by local authorities. These are detailed in LAC 67(2) rev. 10.
- 5.15 The Code provides flexibility for local authorities to address local priorities alongside the national priorities set by HSE. During interventions officers will focus on specific risks which are the key causes of serious workplace accidents, injuries and ill health.
- 5.16 We have identified the following local priorities which can be addressed during our contact with businesses, including through other areas of work e.g. food inspections and licensing visits.

Local Priorities

- Coronavirus and ensuring businesses are operating in a Covid secure manner;
 - Asbestos Management;
 - Electrical and Gas Safety in Commercial Premises;
 - Cellar Safety;
 - Deliveries/Workplace Transport;
 - Occupational Disease e.g. Dermatitis, Asthma;
 - Managing Risks from Legionella; and
 - Hygiene in Tattoo Studios and Salons offering Beauty Treatments e.g. microblading, application of semi-permanent make up etc.
- 5.17 In LAC 67/2 (rev. 10) the HSE stated that although there have been significant recent scientific developments in relation to COVID-19, it is still unclear as to when enforcement priorities can revert to business as usual. In June 2021 Food Standards Agency put in place a 2 year recovery plan until 2023/4. This sets out how Local Authorities are being asked to return to a planned routine inspection, in accordance with the Food Law Code of Practice. Local authorities are expected to have regard to the guidance and advice.

- 5.18 In its guidance HSE recognises the need for local authorities to prioritise regulatory resources and where appropriate, shift the focus to Coronavirus related health and safety activities. The HSE recommend local authorities continue raising awareness of suitable workplace Coronavirus controls, engaging with and following up those duty holders failing to take appropriate Coronavirus related measures in the workplace.
- 5.19 In addition to dealing with pandemic related issues HSE have stated it is important for local authorities to remain focussed on also ensuring that 'traditional' workplace health and safety issues of major concern are not ignored, e.g. work related major or fatal injuries.
- 5.20 Both the Health and Safety Executive and Food Standards Agency recognise and acknowledge that local authorities will be starting from different positions in terms of the impact that COVID-19 has had to date, the challenges they will face during the recovery period and the resources that they have available. Where local authorities are able to, the expectation is that they should move at a faster pace in carrying out planned interventions and official controls.
- 5.21 The response to COVID-19 has required officers to lead on work relating to advice, education and ultimately, enforcement, to both businesses and residents and contact tracing. Overall, Public Protection Officers dealt with 2,065 COVID-19 related complaints/requests for guidance in 2020/21 and carried out 2,469 contact tracings.
- 5.22 In total three Direction to Close Notices, two Prohibition Notices and three Fixed Penalty Notices (totalling £7,000) were served on Hartlepool businesses under Coronavirus legislation.
- 5.23 In addition, one local gym was taken to Court for persistently refusing to close during the pandemic. The Court agreed to issue a Closure Order against the premises – requiring it to close immediately and until national restrictions on gyms were lifted and legal action is pending.
- 5.24 This work has also continued during 2021/22 and will again have an impact on service delivery. Local authorities are required to assess whether there is sufficient capacity within the authority to undertake their statutory duties and to deliver an effective service. The Service Plan sets out the resources determined necessary to deliver the health and safety service in 2021/22.
- 5.25 While we have determined that with the existing complement of staff we have adequate capacity to discharge our duty under the Standard we are facing significant pressures in relation to our service recovery plan. We will need to address the backlog of food and health and safety interventions and address any fall in the standards of safety in premises that has arisen as a consequence of the pandemic. We will therefore need to keep performance under review and monitor whether the Authority can continue to service its workload and fulfill its requirements under the Standard.

- 5.26 The outbreak, and continued impact, of COVID-19 has presented a range of new challenges for the Public Protection Service which has been given shared responsibility for ensuring business compliance with COVID-19 requirements whilst having to continue to monitor, enforce and engage with the trade in a COVID secure manner.
- 5.27 We will continue to explore how we can contribute to the Public Health Outcomes Framework and will continue to seek additional income streams to supplement our budget.
- 5.28 We will need to keep abreast of, and respond to, any changes to legislation, guidance and policy decision and monitor the impacts of any changes to the regulatory framework. We will review and update our Quality Management System and Standard Operating Procedures for Health and Safety, as appropriate.

6. RISK IMPLICATIONS

- 6.1 If the Health and Safety Service Plan 2019/20 is not adopted we will not meet the requirements of Section 18 of the Health and Safety at Work etc. Act 1974.

7. LEGAL CONSIDERATIONS

- 7.1 If the Health and Safety Service Plan 2021/22 is not adopted we will not meet the requirements of Section 18 of the Health and Safety at Work etc. Act 1974.

8. CONSULTATION

- 8.1 There is no requirement to undertake specific or general consultation during the preparation of the proposals set out in the report.

9. OTHER CONSIDERATIONS

Finance	No relevant issues
Child and Family Poverty	No relevant issues
Equality and Diversity	No relevant issues
Staff	No relevant issues
Asset Management	No relevant issues

10. RECOMMENDATIONS

- 10.1 That the Neighbourhood Services Committee approves the Health and Safety Enforcement Service Plan for 2021/22.

11. REASONS FOR RECOMMENDATIONS

- 11.1 The Health and Safety Service Plan 2021/22 needs to be adopted to comply with the requirements of Section 18 of the Health and Safety at Work etc. Act 1974.

12. BACKGROUND PAPERS

- 12.1 There are no background papers for this report.

13. CONTACT OFFICER

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Hartlepool Borough Council

Health & Safety Service Plan 2021/22

HEALTH & SAFETY SERVICE PLAN 2021/22

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INTRODUCTION

This Service Plan details how the health and safety service will be delivered by Hartlepool Borough Council.

The Plan accords with the requirements of the mandatory guidance issued by the Health and Safety Executive (HSE) under Section 18 of the Health and Safety at Work etc. Act 1974 (HSWA).

In May 2013 HSE published the National Local Authority Enforcement Code (the Code). The Code is designed to ensure that LA health and safety regulators take a more consistent and proportionate approach to their regulatory interventions. It sets out the Government expectations of a risk based approach to targeting. Whilst the primary responsibility for managing health and safety risks lies with the business who creates the risk, LA health and safety regulators have an important role in ensuring the effective and proportionate management of risks, supporting business, protecting their communities and contributing to the wider public health agenda.

This Plan sets out the Council's aims in respect of its health and safety enforcement service and the means by which those aims are to be fulfilled.

Whilst focussing primarily on the year 2021/22 longer-term objectives are identified where relevant. Additionally, there is a review of performance for 2020/21 and this aims to inform decisions about how best to build on past successes and address performance gaps.

The Plan is reviewed annually and approved by the Neighbourhood Services Committee. Due to the COVID-19 pandemic no service plan was produced or approved during 2020/21.

1 SERVICE AIMS AND OBJECTIVES

1.1 Service Aims and Objectives

Hartlepool Borough Council aims:

- to carry out our enforcement duties and deliver high quality services through the efficient and effective use of resources;
- to supplement our enforcement role by providing targeted education and advice;
- to encourage innovation through actively seeking out best practice and working in partnership with other agencies;
- to actively contribute towards achieving nationally agreed strategic aims and objectives; and
- to ensure our actions are consistent, proportionate and targeted and that we are transparent and open about what we do.

In its delivery of the service the Council will have regard to directions from the Health and Safety Executive, Health and Safety / Local Authority Liaison Committee (HELA), Approved Codes of Practice, the Regulators' Code, and any other relevant guidance.

1.2 Links to Corporate Objectives and Plans

This service plan fits into the hierarchy of the Council's planning process as follows:

- Hartlepool's Council Plan 2021/22 – 2023/24
- Health & Safety Enforcement Service Plan - sets out how the Council aims to deliver this statutory service and the Public Protection service's contribution to corporate objectives.

Overall Aim / Vision

The Council's vision is that:

Hartlepool will be a place...

- ***where people are enabled to live healthy, independent and prosperous lives;***
- ***where those who are vulnerable will be safe and protected from harm;***
- ***of resilient and resourceful communities with opportunities for all;***
- ***that is sustainable, clean, safe and green;***
- ***that has an inclusive and growing economy;***

with a Council that is ambitious, fit for purpose and reflects the diversity of its community.

To contribute to the Council's overall vision, through this Health & Safety Enforcement Service Plan, the team has made a commitment to protecting and improving the quality of life for residents of Hartlepool through effective promotion and enforcement of health and safety legislation.

This Health & Safety Service Plan contributes towards elements of the Council Plan vision in the following ways:

...that has an inclusive and growing economy.

By providing advice and information to new and existing businesses to assist them in meeting their legal requirements with regard to health, safety and welfare requirements, and avoid potential costly action at a later stage;

By providing advice and guidance to traders so as to ensure awareness and compliance with health and safety legislation;

...where those who are vulnerable will be safe and protected from harm.

By ensuring that businesses meet their obligations as regards health and safety the well-being of both employees and the public will be protected;

...with a Council that is ambitious, fit for purpose and reflects the diversity of its community

By developing ways of communicating well with all customers, including business operators whose first language is not English, and ensuring that we deliver our service equitably to all.

To contribute towards the key outcomes of improving the efficiency and effectiveness of the organisation and to deliver effective customer focussed services, meeting the needs of diverse groups and maintaining customer satisfaction.

The Council is committed to the principles of equality and diversity. The Health and Safety Service Plan consequently aims to ensure that the same high standards of service are offered to all, and that recognition is given to the varying needs and backgrounds of its customers.

2 BACKGROUND

2.1 Profile of the Local Authority

Hartlepool is located on the north-east coast of England to the north of the River Tees. The Borough consists of the main town of Hartlepool, the seaside resort of Seaton Carew and a number of small outlying villages. The total area of the Borough is 9,390 hectares. The residential population is 93,663 (Mid-Year Estimates 2019, ONS) of which ethnic minorities comprise 3.4% (2011 census).

Hartlepool is a unitary authority, providing a full range of services. To the south of Hartlepool is the wider Teesside conurbation which includes the boroughs of Middlesbrough, Stockton on Tees and Redcar and Cleveland, and which together with Hartlepool and Darlington makes up the Tees Valley sub-region. Bordering Hartlepool to the north is the administrative area of County Durham.

The borough has a long and proud history, with the original settlement of Hartlepool dating back to Saxon times. Originally an important religious settlement the town's early development resulted from the existence of a safe harbour and its role as a port for the city of Durham and subsequent grant of a Royal Charter from King John in 1201.

The main phase of Hartlepool's expansion took place from the mid 19th Century with the building of a new railway and docks to serve the export of coal. The town continued to expand over the next 100 years as port trade increased and the development of heavy industries including steel making, shipbuilding and manufacturing. Like most industrialised towns in the north of England, Hartlepool has suffered over the last half century from structural reform of these industries and the town has had to look for new opportunities to diversify the economy.

Over the past 20 years Hartlepool has experienced some transformational changes through public and private investment. This has included the transformation of the former South Docks area into a fabulous 500-berth marina where the town hosted The Tall Ships Race in 2010. The Authority is due to be a host port for the race again in 2023.

The tourist industry impacts upon recreational opportunities, shopping facilities and leisure facilities including the provision of food and drink outlets. There are currently 1393¹ businesses in Hartlepool for which the Council is the enforcing authority.

2.2 Organisational Structure

Under the Council's governance arrangements, most day-to-day decisions are taken by five Policy Committees. These Policy Committees cover the following main service areas: -

- Finance and Policy Committee
- Adult & Community Based Services Committee
- Children's Services Committee
- Neighbourhood Services Committee
- Economic Growth and Regeneration Committee

The Neighbourhood Services Committee provides political oversight for health and safety law enforcement.

The Council is made up of five Departments:

- Resources and Development
- Legal
- Children's and Joint Commissioning Services
- Adults and Community Based Services
- Neighbourhoods & Regulatory Services

The health and safety service is delivered through the Public Protection section of the Regeneration & Neighbourhoods Department.

2.3 Scope of the Health and Safety Service

The Council's Commercial Services team is a constituent part of the Regeneration and Neighbourhoods Department and is responsible for delivery of the health and safety service. Service delivery broadly comprises:

- Carrying out interventions including inspections;
- Investigating concerns/complaints regarding health and safety and associated issues;
- Investigating workplace accidents, diseases and dangerous occurrences;
- Providing advice and information;
- Taking action (formal and informal) to ensure compliance with legislation;

¹ Total number of premises as at 01/4/2021
4. 21.12.09 - NSC - 5.1 - Health and Safety Enforcement Service Plan 2021-22 Appendix 1

- Responding to asbestos notifications;
- Registering premises and persons offering personal treatments e.g. body piercing, tattooing, acupuncture etc.;
- Acting as a Statutory Consultee for applications made under the Licensing Act 2003; and
- Enforcing smoke-free legislation in public places.

To achieve strategic aims and objectives it is necessary to work in partnership with other local authorities, the Health and Safety Executive and businesses. The Council aims to ensure that these joint working arrangements are in place and that officers of the service contribute and are committed to the ongoing development of these arrangements.

2.4 Demands on the Health and Safety Service

The Health and Safety Executive and Local Authorities are the principal enforcing authorities for Health and Safety at Work etc Act 1974 (HSWA) in Great Britain.

The primary purpose of the HSWA is to control risks from work activities. The role of the HSE and LAs is to ensure that duty holders manage and control these risks and thus prevent harm to employees and to the public.

The type of premises/nature of work activity falling to local authorities for enforcement is dictated by Health and Safety (Enforcing Authority) Regulations 1989 with further guidance provided by Health and Safety / Local Authority Liaison Committee (HELA) which is the formal enforcement liaison committee between the HSE and LAs.

There are currently 1,393 premises in Hartlepool for which the Council is the Enforcing Authority for Health and Safety. Such premises include: retailers, wholesalers, offices, catering premises (including hotels and guest houses), leisure and consumer services and residential care homes. The businesses are predominantly small, medium and micro businesses (employing less than 10 employees).

Other premises within the borough, including premises within local authority control, are within the enforcing remit of the Health & Safety Executive (HSE). The table below provides a profile of the premises within the borough.

Premises Type	No of Premises as at 01/04/21
Retail Shops	414
Wholesale	25
Offices	131
Catering Services	279
Hotel/residential	16
Residential Care Homes	37
Leisure and Cultural	255
Consumer Services	231
Other (Miscellaneous)	5
Total	1393

The delivery point for the health and safety enforcement service is at:

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TS24 8AY

Telephone: (01429) 266522

Members of the public and businesses may access the service at this point from 08.30 - 17.00 Monday to Thursday and 08.30 - 16.30 on Friday.

A 24-hour emergency call-out also operates to deal with Environmental Health emergencies which occur out of hours. Contact can be made on (01429) 266522, then Option 1, then Option 2.

2.5 Enforcement Policy

The Commercial Services Team complies with the Council's Corporate Enforcement Policy that was adopted in 2020. This policy applies health and safety enforcement.

The Health and Safety Executive Enforcement Management Model (EMM) will be used to inform the service's decision making process. Officers also have reference to the HSE's Enforcement Guide and the Work Related Deaths Protocol.

3 SERVICE DELIVERY

The Council is committed to meeting its obligations under Section 18 of the Health and Safety at Work etc Act 1974.

3.1 Regulatory Reform

There have been significant changes in regulatory approach in recent years. The key objective is to free up business growth by transforming regulatory enforcement.

In drawing up this service plan we are setting out the approach we intend to take to comply with the National Local Authority Enforcement Code Health and Safety at Work England, Scotland & Wales' (the Code) and ensure that we use a risk-based, targeted and proportionate approach to our interventions and enforcement in accordance with the principles of good regulation which requires enforcement to be demonstrably targeted, proportionate, consistent, transparent and accountable.

The Code acknowledges that whilst the primary responsibility for managing health and safety risks lies with the business who creates the risk, LA health and safety regulators have an important role in ensuring the effective and proportionate management of risks, supporting business, protecting their communities and contributing to a wider public health agenda.

The Code provides direction to LAs on meeting these requirements, and reporting on compliance. To assist LAs understand and implement the code, supplementary guidance is published annually.

The Service Plan sets out the risks which we consider we need to address and the range of interventions which we will use to influence behavioural change in the way business manages or undertakes its work.

Officers carrying out regulatory interventions will ensure that every effort is made to reduce administrative burdens on business. At the same time they will take efficient, effective and proportionate enforcement, concentrating on poor performers who present the highest risk to the health and safety of workers and the public.

Hartlepool Council is an active member of the Tees Valley Health and Safety Liaison Group. Through this group the five local authorities collectively target work areas based on:

- national priorities
- local priorities based on intelligence and evidence

As appropriate a joint work plan is prepared and we aim to deliver this along with other interventions that are required at a local level.

This service plan sets out the activities that the service intends to carry out in 2021/22 to meet this requirement within the resources available. The programme will be delivered using the following interventions:

3.2 Interventions

As part of the Code HSE will monitor, report and direct the approach of LA regulatory intervention. This guidance supports HSE in this process by requiring LAs to carefully consider how they target their inspections and investigations in a manner that is:

- Reactive – typically investigative actions, undertaken in response to a specific incident or complaint or visits in response to requests for assistance, or
- Proactive – inspections that are not triggered in response to a single specific incident or concern but result from a wider consideration of local intelligence or national trends that identify poor performers.

There are a range of intervention types available for the regulation of Health and Safety at Work. These include:

a. Proactive interventions:

- This involves influencing and engaging with stakeholders and with the workforce and working with those at risk.

- Working with other regulators including HSE, other LA regulators, the Police and the Care Quality Commission (CQC) etc.
- Creating knowledge and awareness of health and safety risks and encouraging behaviour change through:
 - education and awareness
 - best practice
 - recognising good performance
 - proactive inspection (restricted to activities/sectors specified by HSE or where there is evidence that risks are not being effectively managed)

b. Reactive interventions:

- incident and ill-health investigation
- dealing with issues of concern that are raised and complaints

Health and safety interventions are carried out in accordance with the Council's policy and standard operating procedures and relevant national guidance i.e. the Code.

Information on premises liable to health and safety interventions is held on the APP computerised system. An intervention programme is produced from this system at the commencement of each reporting year.

During 2020/21 we will carry out a range of interventions based on risk, local intelligence, performance history, RIDDOR reports, complaints and national occupational health data.

3.2.1 Proactive interventions including inspections

HSE provides LAs with guidance and tools for priority planning and targeting their interventions, enabling them to meet the requirements of the National Local Authority Enforcement Code (the Code). Local Authority (LA) Circular (LAC 67/2 (rev 10) is guidance under Section 18 of the Health and Safety at Work etc. Act 1974 (HSWA) and replaces LAC 67/2 (rev 9) and all earlier versions.

The Code states that proactive inspection must only be used to target the high risk activities in those sectors specified by HSE or where intelligence suggests risks are not being effectively managed.

Proactive inspections should only be used for:

- a) Specific projects/programmes of inspections identified by HSE for LA attention;
- b) High risk premises / activities within the specific LA enforced sectors published by HSE (Annex B of LAC 67/2 (rev 10) contains a list of activities/sectors considered suitable for proactive inspection);
- c) Locally identified potential poor performers. This is where specific local intelligence indicates that a business is failing to effectively manage risk.

In all circumstances, LAs have the discretion as to whether or not proactive inspection is the most appropriate intervention using their local knowledge/intelligence of the dutyholder.

3.2.2 Delivery of priorities

In delivering their priorities LAs should ensure their planned regulatory activity is focussed on outcomes. The Code provides flexibility for LAs to address local priorities alongside the national priorities set by HSE. Having identified their evidence-based priorities LAs are directed to address them using the whole range of regulatory interventions but preserve proactive inspection only for activities/sectors specified by HSE or where there is evidence that risks are not being effectively managed.

a) National priorities

LAC 67(2) (rev 10) identifies the following national priorities:

1. **Coronavirus** - Employers need to manage the risks posed to their employees during the current coronavirus pandemic. This means taking steps to ensure their workplaces are 'covid secure' and they are fulfilling the duties placed on them by health and safety legislation.
2. **Construction** - Where the owners/occupiers of commercial premises at general visits appear likely to be clients for construction work, LAs should draw their attention to the Construction (Design and Management) Regulations (CDM) 2015 and the duties they have as CDM clients.

In addition, there are a number of specific topic areas LAs should address during the course of their visits, as outlined below:

- Duty to manage asbestos
 - Falls from height – work on/adjacent to fragile roofs/materials
 - Health risks - respirable silica dust. Dust, containing harmful respirable crystalline silica (RCS), can be generated during common operations such as block cutting, chasing brickwork and cutting concrete floors.
3. **Visitor attractions to prevent or control ill health arising from animal contact**
 4. **Inflatable amusement devices** - There has been a number of serious incidents where inflatable amusement devices have collapsed or blown away in windy conditions. Inflatables can be found at many premises that fall to LAs for enforcement, and LAs should raise awareness of the general risks associated with the operation of such devices.
 5. **Failure of Shop Signage in the Retail Industry** - The Health and Safety at Work Act.1974 places duties on an employer to maintain any place of work under their control in a condition that is safe and without risks to health. It also places similar duties on any other person who has, to any

extent, control of premises e.g. landlord or managing agent. This duty extends to all external signage.

6. **Trampoline Parks** – improved information provision and supervision of users.
7. **Gas safety in commercial catering premises**
8. **Pesticides** - Where the LA is the enforcing authority for health and safety legislation, they will enforce pesticides legislation and consider investigating complaints concerning storage and use of plant protection products and biocidal products on LA enforced premises; sale, supply and advertisement of pesticides; placing on the market through a retail outlet; and the use of pesticides in a non-work-related activity (e.g. in domestic premises).
9. **Spa pools and hot tubs on display** LAs should raise awareness of the risks of display spa pools and hot tubs and promote careful management to ensure that water quality does not encourage microbial growth and pose risks to people in the vicinity or passing near the spa pool or hot tub.
10. **Welfare provision for delivery drivers.** Raise awareness at LA enforced premises such as warehouses, restaurants and takeaways that receive or send regular deliveries of the need for welfare provision for delivery drivers.
11. **Raising awareness of the need to prevent injury to members of the public from accessing large commercial waste and recycling bins**
12. **Promoting worker involvement in safety management systems.**

During all interventions we will have regard to these national priorities. However not all national priorities have a proactive inspection component.

b) Regional Priorities

We will work in partnership with the other Tees Valley Authorities and HSE where appropriate to deliver local awareness based initiatives and enforcement.

All members of the Tees Valley Health and Safety Liaison Group have agreed to seek opportunities to engage with the public health agenda with particular emphasis on improving health in the workplace. Best practice and opportunities for partnership work with regards to public health will be shared. The group will also carry out consistency exercises and training activities during the year.

c) Local Priorities

We recognise that we have a vital role to play in ensuring that the regulatory system is focused on better health and safety outcomes and not purely technical breaches of the law. During interventions officers will focus on specific risks which are the key causes of serious workplace accidents, injuries and ill health in our community.

Using local based intelligence we have identified the following priorities which can be addressed during our contact with businesses, including through other areas of work e.g. food inspections and licensing visits.

Priority Topics

- Coronavirus and ensuring businesses are operating in a 'covid secure' manner
- Asbestos Management
- Electrical & Gas Safety in Commercial Premises
- Cellar Safety
- Deliveries / Workplace Transport
- Occupational Disease e.g. Dermatitis, Asthma
- Managing Risks from Legionella particularly after periods of business closure
- Hygiene in Tattoo Studios and Salons offering Beauty Treatments e.g. Micro blading, application of semi-permanent make-up etc.

It is anticipated that consistent, high quality interventions by the service will, over time, result in a general improvement in standards, reducing the frequency for recourse to formal action.

An estimated 10% of interventions are within premises where it is more appropriate to conduct interventions outside the standard working time hours. Arrangements are in place to inspect these premises out of hours by making use of the Council's flexible working arrangements, lieu time facilities and, if necessary, paid overtime. In addition, these arrangements will permit the occasional intervention at premises which open outside of, as well as during standard work time hours.

Revisits will be carried out to check compliance with all statutory notices and where contraventions have been identified which may lead to risks to health and safety. Revisits other than for statutory notices will be made at officer's discretion.

The intervention programme for 2021/22 is expected to generate 5 revisits however as safety standards may have fallen this figure could be significantly higher. A number of these premises revisits will be undertaken outside standard working hours and arrangements are in place to facilitate this.

The performance against targets for all health and safety interventions is reported annually to the Neighbourhood Services Committee in the Health and Safety Service Plan.

3.2.3 Unrated Premises

We endeavour to maintain an accurate database of health and safety premises in the Borough (so far as is possible given that there is no longer a requirement for premises to notify their presence to LAs) and record information to enable the completion of statutory returns to the HSE's Local Authority Unit. Currently there is no national guidance on how to address unrated premises, with the exception that premises must not receive an inspection without a reason.

We aim to identify businesses that fit in with national, regional and local priorities (e.g. by business directories, information from business rates and other intelligence) so that we can focus our interventions on those that present the greatest risk.

3.2.4 Combined Food & Health and Safety Interventions

We currently provide a combined food safety and health and safety service and have done so for many years to maximize resource use. Carrying out combined food and health and safety interventions is advocated by the Food Standards Agency, Local Regulation and Health and Safety Executive. Our planned approach does not result in an increase of proactive health and safety inspections, which is in accordance with government mandate.

3.3 Reactive Interventions

3.3.1 Health and Safety Complaints and Service Requests

In order to target those businesses that are poor performers and not meeting the requirements under health and safety legislation we will place significant emphasis on reactive work such as dealing with complaints, accidents and incidents.

It is intended that every complaint / request for service is responded to within 2 working days. The initial response is determined after assessment of the information received, and is based on the risk arising from the conditions that are the subject of the complaint.

Complaints are investigated in accordance with established procedures. The potential actions that are available vary from the provision of advice, often after liaison with the business, to full prosecution procedures in line with the Council's Public Protection Enforcement Policy. Officers also have regard to the Enforcement Management Model (EMM) when making enforcement decisions.

This reactive work is variable and unpredictable in nature and volume and includes complaints about poor working conditions, safety concerns and smoke free complaints. Based on the previous two years data it is estimated that 20 complaints / service requests will result in a visit being carried out.

3.3.2 Dealing with Matters of Evident Concern

The Code acknowledges that there will be other reasons that local authorities undertake site visits to businesses, for example food hygiene or licensing, and there will be circumstances when officers may become aware of a significant health and safety issue. Local authorities are directed to deal with such matters at the time of the initial visit wherever possible and factor it into their assessment of how the company is managing its risks, rating the premises accordingly.

Information relating to action taken in dealing with matters of evident concern has not previously been recorded as it forms part of the officer's role, but it is estimated as likely to require reactive health and safety interventions during approximately 30% of food safety inspections.

3.3.3 Accident/Disease/Dangerous Occurrences Investigations

Some accidents, diseases and dangerous occurrences must be reported under the provisions of the Reporting of Injuries, Diseases and Dangerous Occurrences Regulations 1995 (RIDDOR). To co-ordinate the reporting of these incidents nationally there is an online RIDDOR reporting system. Fatal and specified injuries can also be reported by telephone.

Once a notification is received it is accessed from a secure website. This work involves administrative resource to filter, download, direct and redirect incidents. Once accepted a decision by a senior officer is made as to whether the matter requires further investigation using selection criteria. The investigation selection criteria are based on national guidance.

In some cases incidents can have a considerable impact on planned work as there is a need to react immediately. For example, accidents involving a fatality, major and/or multiple injury and those likely to affect the public will require immediate response, including out of hours if necessary.

The following data from the last nine years gives some indication of the likely workload:

	11/12	12/13	13/14	14/15	15/16	16/17	17/18	19/20	20/21
No. of reported accidents	61	54	47	72	50	58	46	29	14
No. requiring investigation	16	14	9	15	6	2	1	4	0

NB. Investigations may take several months to complete and can span financial years.

3.3.4 Supporting Businesses & Others

In support of local economic development and growth the Council considers that providing advice and support to business, especially new business start-

ups, to help them to comply with the requirements of legislation, is one of our core activities.

For health and safety issues the Council has a policy of offering comprehensive and usefully tailored advice to any business for which we are, or are likely to become, the enforcing authority. Feedback from businesses indicates that they value this type of contact.

Advice will be available during the course of routine visits and interventions, through information publications such as leaflets and booklets and in response to queries. We will signpost individuals/businesses to the Council and/or HSE website accordingly.

Advisory visits which are undertaken are distinct from regulatory visits and are made at the convenience of the business without recourse to the section 20 regulatory powers of entry provided by the Health and Safety at Work etc. Act 1974.

Our focus may be broader than specific health and safety outcomes as advice and support given can impact on wider public health outcomes/health inequalities. In 2020/21 we worked with 16 new businesses.

3.3.5 COVID-19

The outbreak of COVID-19 in 2020 placed significant additional burdens on the Public Protection Service. From the outset of the pandemic, this service has been severely impacted in its ability to deliver the usual obligations in relation to food and health and safety. The cohort of officers allocated to this work were immediately identified and delegated by Government to provide the frontline response within the majority of Local Authority Coronavirus Regulations.

The work of the service, and demands from the public, changed significantly with many traditional shops closed for many months and the lockdown preventing much of the service industry from operating. Throughout the pandemic the service has provided advice to businesses to ensure that they trade in accordance with COVID requirements and has taken enforcement action against those who chose to ignore it.

In total, three Direction to Close Notices, two Prohibition Notices and three Fixed Penalty Notices (totalling £7,000) were served on Hartlepool businesses.

In addition, one local gym was taken to Court for persistently refusing to close during the pandemic. The Court agreed to issue a Closure Order against the premises – requiring it to close immediately and until national restrictions on gyms were lifted.

The Food Standards Agency and Health and Safety Executive have issued guidance throughout the pandemic. This included advising Local Authorities as to what the types of businesses they could and could not inspect. This enabled the service to focus on the COVID-19 response and meant that the

usual statutory requirements in relation to inspections were amended as the year progressed.

The response to COVID-19 has required officers to lead on work relating to advice, education and ultimately, enforcement, to both businesses and residents.

In LAC 67/2 (rev 10) HSE stated that although there have been significant recent scientific developments, it is still unclear as to when enforcement priorities can revert to business as usual. (The Food Standards Agency have since put in place a 2 year recovery plan until end of March 2023.)

In this guidance HSE recognises the need for LAs to prioritise regulatory resources and where appropriate, shift the focus to Coronavirus related health and safety activities. HSE recommend LAs continue raising awareness of suitable workplace Coronavirus controls, engaging with and following up those dutyholders failing to take appropriate Coronavirus related measures in the workplace.

In addition to dealing with pandemic related issues HSE have stated it is important for LAs to remain focussed on also ensuring that 'traditional' workplace health and safety issues of major concern are not ignored, e.g. work related major or fatal injuries.

3.3.6 Public Health Promotional/Campaign Work

During 2020/21 all of our resources were focussed on responding to the COVID-19 pandemic therefore we did not carry out any additional public health promotional campaign work.

- **Tattoo Hygiene Scheme**

In Hartlepool we have implemented the Tattoo Hygiene Rating Scheme. The scheme, which is voluntary, is designed to inform members of the public about the hygiene standards in individual premises, drive up standards and help combat the risk of incidents of infection and of transmission of infectious disease from tattooing.

Under the scheme, tattoo studios undergo a rigorous inspection from Council officers before being rated in one of four categories. These are:

- **1 - Needs Improvement;**
- **2 - Satisfactory;**
- **3 - Good and**
- **4 - Very Good.**

No interventions were carried out during 2020/21. During 2021/22 we plan to continue to raise awareness of the dangers of getting tattooed by unregistered and unqualified individuals (commonly referred to as "Scratchers") who will carry out a tattoo in unhygienic conditions and frequently without using sterile equipment. This often results in a poor quality tattoo, infection (ranging from

skin infections to serious blood-borne viruses, including HIV and hepatitis B and C) and people being scarred for life.

3.3.7 Sampling

During 2020/21 no sampling was undertaken. Throughout 2021/22 samples may be taken from premises or vessels in response to health and safety concerns e.g. in relation to *Legionella* or water quality.

3.4 Complaints against our Staff

The Independent Regulatory Challenge Panel was set up to enable a business to challenge specific health and safety regulatory advice provided by HSE or LA Inspectors, that they believe to be unreasonable or disproportionate. Before raising an issue with the panel, businesses are expected to have first tried to resolve the matter with the relevant inspector and their manager.

Anyone who is aggrieved by the actions of a member of staff is encouraged, in the first instance, to contact the employee's line manager. Details of how and who to make contact with are contained in the inspection report left at the time of an inspection.

Formal complaints are investigated in accordance with the Council's corporate complaint procedure.

3.5 Liaison Arrangements

The Council actively participates in local and regional activities and is represented on the following:

- Tees Valley Health and Safety Liaison Group;
- Tees Valley Public Protection Heads of Service Group;
- North East Public Protection Partnership;
- North of England Regulatory Liaison Group.

The Authority receives and takes cognisance of guidance from a number of bodies but principally the Health and Safety Executive, Local Authority Unit the Chartered Institute of Environmental Health.

The service acts as a Statutory Consultee for applications relating to Premises Licences made under the Licensing Act 2003 and are consultees for commercial planning applications.

3.6 Lead Authority Partnership Scheme (LAPS) / Primary Authority Scheme

It is the Council's policy to comply with HSE's mandatory guidance in respect of the Lead Authority Partnership Scheme (LAPS) and Primary Authority Scheme. In particular the Council will contact the Lead/Primary Authority and liaise over:

- local intelligence (adverse defect or insurance reports etc);
- issues arising in connection with inspection plans;
- any proposed formal enforcement action;
- service of Prohibition Notices;
- shortcomings in the companies policies that have wide implications; and
- death, major injury, work related ill health or dangerous occurrences reportable under the Reporting of injuries Diseases and Dangerous Occurrences Regulations.

This will help determine a proportionate and consistent response and ensure that any national implications can be considered.

In Hartlepool, there are currently no formal Primary Authority arrangements in place however we continue to work closely with local businesses on an informal basis. The level of resourcing will have to be reviewed if an opportunity to enter into a formal Primary Authority arrangement arises.

4. RESOURCES

4.1 Financial Resources

The annual budget for the Consumer Services section in the year 2021/22 is:

	£ 000.0
Employees	610.0
Other Expenditure	61.0
Grant Funding	(33.0)
Income	(8.0)
Net Budget	630.0

This budget is for other services provided by this section including Food, Animal Health, Trading Standards and Licensing resources are allocated in accordance with service demands. The figures do not include the budget for administrative / support services which are now incorporated into the overall budget.

4.2 Staffing Allocation

Under Section 18 of the Health and Safety at Work etc. Act 1974 the Authority is required to set out their commitment, priorities and planned interventions; and put in place the capacity, management infrastructure, performance and information systems to deliver an effective service and comply with their statutory duties; operate systems to train, appoint, authorise, monitor and maintain a competent inspectorate.

The Director of Neighbourhoods and Regulatory Services has overall responsibility for the delivery of the health and safety service.

The Assistant Director (Regulatory Services), with the requisite qualifications and experience, is designated as lead officer in relation to the health and

5.1 APPENDIX 1

safety function and has responsibility for ensuring the delivery of the Council's Public Protection service, including delivery of the health and safety service, in accordance with the service plan.

The resources determined necessary to deliver the service in 2021/22 are as follows:

1 x 0.10 FTE Assistant Director (Regulatory Services)

1 x 0.20 FTE Environmental Health Manager (Commercial) (with responsibility also for Food, Port Health, Feed Hygiene and Animal Health)

4 x 0.20 FTE EHO (with requisite qualifications and experience)*

1 x 0.10 FTE Part-time EHO

One of the FTE Senior EHO (Commercial Services) posts has been vacant since January 2021. It will be advertised during 2021.

These are considered to be the minimum resources required to deliver the commitments set out in this Plan and to comply with the S18 Standard.

The Assistant Director (Regulatory Services) has responsibility for planning service delivery and management of the Health and Safety Service, Food, Licensing, Public Health, Water Quality, Trading Standards, Animal Health and Welfare, Environmental Protection, Private Sector Housing, I.T, Emergency Planning and Community Safety and Protection as well as general management responsibilities as a member of the Neighbourhoods and Regeneration Management Team.

The Environmental Health Manager (Commercial Services) has responsibility for the day to day supervision of the Health and Safety Service, Food, Public Health, Water Quality and Animal Health and Welfare.

The EHOs are responsible for carrying out the health and safety premises intervention programme as well as the delivery of all other aspects of the health and safety service and will undertake complex investigations. In addition these officers undertake food and other enforcement work.

Administrative support is provided by the Public Protection Support Services team.

All staff engaged in health and safety law enforcement activity are suitably trained and qualified and appropriately authorised in accordance with guidance and internal policy.

4.3 Staff Development

The Council is committed to the training and personal development of its employees through the Investors in People (IIP) process and has in place Personal Development Plans for all members of staff.

The Staff Personal Development Plan Scheme allows for the formal identification of the training needs of staff members in terms of personal

development linked with the development needs of the service on an annual basis.

We will continue to assess competence standards in respect of regulatory skills and knowledge and identify development needs.

It is a mandatory requirement for officers of the health and safety service to maintain their professional competency. This is achieved in a variety of ways including through attendance at accredited short courses, seminars or conferences, by vocational visits, directed reading and e-learning.

A Personal Development Plan that clearly prioritises training requirements of individual staff members will be developed and reviewed bi-annually. Detailed records are maintained relating to all training received by officers.

4.4 Equipment and Facilities

A range of equipment and facilities are required for the effective operation of the health and safety service.

The service has a computerised performance management system, Authority Public Protection (APP). This is capable of maintaining up to date accurate data relating to the activities of the health and safety service.

A documented database management procedure has been produced to ensure that the system is properly maintained, up to date and secure. The system is used for the generation of the intervention programmes, the recording and tracking of all health and safety activities, the production of statutory returns and the effective management of performance.

5. QUALITY ASSESSMENT

The Council is committed to quality service provision. To support this commitment the health and safety service seeks to ensure consistent, effective, efficient and ethical service delivery that constitutes value for money.

A range of performance monitoring information will be used to assess the extent to which the health and safety service achieves this objective and will include on-going monitoring against pre-set targets, both internal and external audits and stakeholder feedback.

Specifically the Environmental Health Manager (Commercial Services) will carry out accompanied visits with officers undertaking inspections, investigations and other duties for the purpose of monitoring consistency and quality of the inspection and other visits carried out as well as maintaining and giving feedback with regard to associated documentation and reports.

It is possible that the Health and Safety Executive may at any time notify the Council of their intention to carry out an audit of the service.

6 REVIEW OF HEALTH & SAFETY SERVICE PLAN

6.1 Review against the Service Plan

It is recognised that a key element of the service planning process is the rational review of past performance. In the formulation of this service plan a review has been conducted of performance against those targets established for the year 2020/21. Due to the COVID-19 pandemic no Service Plan was formally agreed for 2020/21.

This service plan will be reviewed at the conclusion of 2021/22 and at any point during the year where significant legislative changes or other relevant factors occur during the year.

It is the responsibility of the Assistant Director (Regulatory Services) to carry out that review with the Director of Regeneration & Neighbourhoods.

The service plan review will identify any shortfalls in service delivery and will inform decisions about future staffing and resource allocation, service standards, targets and priorities.

Any relevant amendments to the Council's Corporate Plan will be incorporated into the service plan.

Following any review leading to proposed revision of the service plan Member approval will be sought.

6.2 Performance Review 2020/2021

This section describes performance of the service in key areas.

6.2.1 Health & Safety Interventions

In total interventions were carried out at 20 premises. These were risk based and multiple priority topics were covered during some visits.

Below is a summary of the topics covered during the intervention visits:

Topic

Asbestos Management
Gas Safety in Commercial Kitchens
Deliveries / Workplace Transport
Cellar Safety
Occupational Disease e.g. Dermatitis
Managing Risks from Legionella
Falls from Height
Violence at Work

In addition officers made 1 revisit to monitor compliance with contraventions identified during planned interventions.

It appears that the COVID-19 pandemic is having an impact on standards. Periods of closure and financial pressures as a result of the pandemic has resulted in some businesses failing to carry out essential maintenance / repairs, consequently there has been an increase in the number of contraventions found. We anticipate that this trend of reduction in standards is likely to continue until the economic climate improves.

During 2020/21 the Authority undertook 31 enforcement visits to assess compliance with smoke free legislation which came into force on 1st July 2007, a proportion of which were carried out in conjunction with health and safety inspections.

6.2.2 Promotional/Campaign Work

Routine promotional/campaign work did not take place in 2021/21 due to the COVID-19 pandemic.

6.2.3 Health and Safety Complaints & Requests for Service

During the year the service carried out 2 visits in response to 20 complaints / service requests relating to health and safety conditions and working practice. The initial response to these requests have been undertaken all within our target of 2 working days; however, they have had some effect on performance of the intervention programme.

Officers responded to all statutory consultations relating to applications made under the Licensing Act 2003.

6.2.4 Complaints against Our Staff

No complaints were made against our staff during 2020/21

6.2.5 Compliments about our Staff

Positive feedback was received regarding advice and support provided by the service to local businesses during the COVID-19 pandemic.

6.2.6 Accidents/Diseases/Dangerous Occurrences Investigations

The service received 14 accident notifications during the year. None of these notifications was selected for further investigation which generated no visits by enforcement staff.

6.2.7 Formal Enforcement Action

With regards enforcement action under Health and Safety at Work etc Act 1974 and associated legislation no legal proceedings were undertaken during 2020/21. Zero Improvement Notices were served on a business to secure better health and safety arrangements.

6.2.8 COVID-19 Response

The COVID-19 pandemic had a significant impact on the Public Protection Division in 2020/21 with most officers having to spend some, or all, of their time giving advice to the general public/traders, dealing with complaints regarding various issues such as shops being open when they shouldn't be and a lack of social distancing or contact tracing.

The work of the service, and demands from the public, changed significantly with many traditional shops closed for many months and the lockdown preventing much of the service industry from operating. Throughout the pandemic the service has provided advice to businesses to ensure that they trade in accordance with COVID requirements and has taken enforcement action against those who chose to ignore it.

During 2020/21 Public Protection Officers dealt with 2065 COVID related complaints/requests for guidance and carried out 2469 contact tracings. In total three Direction to Close Notices, two Prohibition Notices and three Fixed Penalty Notices (totalling £7,000) were served on Hartlepool businesses under Coronavirus legislation.

In addition, one local gym was taken to Court for persistently refusing to close during the pandemic. The Court agreed to issue a Closure Order against the premises – requiring it to close immediately and until national restrictions on gyms were lifted. Legal action is pending.

7. KEY AREAS FOR IMPROVEMENT & CHALLENGES FOR 2021/22

In addition to committing the service to specific operational activities such as performance of the intervention programme, the service planning process assists in highlighting areas where improvement is desirable. Detailed below are specifically identified key areas for improvement that are to be progressed during 2021/22.

1. The outbreak, and continued impact, of COVID-19 has presented a range of new challenges for the Public Protection Service which has been given shared responsibility for ensuring business compliance with COVID-19 requirements whilst having to continue to monitor, enforce and engage with the trade in a COVID secure manner.
2. The service will need to address its backlog of overdue food and health and safety inspections in particular in relation to unrated premises awaiting inspection. The Food Standards Agency (FSA) has introduced a 2 year recovery programme which we will need to have regard to and any guidance issued by the Health and Safety Executive (HSE). We will also need to address any fall in standards and where necessary this may involve taking enforcement action.

5.1 **APPENDIX 1**

3. We will continue to explore how we can contribute to the Public Health Outcomes Framework and we will continue to seek additional income streams to supplement our budget.
4. We will need to keep abreast of and respond to any changes to legislation, guidance and policy decision and monitor the impacts of any changes to the regulatory framework. We will review and update our Quality Management System/Standard Operating Procedures for Health & Safety as appropriate.

DRAFT

NEIGHBOURHOOD SERVICES COMMITTEE

9th December 2021



Report of: Assistant Director (Place Management)

Subject: Local Plan Authorities Monitoring Report 2020/21

1. TYPE OF DECISION/APPLICABLE CATEGORY

1.1 Non-key Decision.

2. PURPOSE OF REPORT

2.1 The purpose of this report is to inform Neighbourhood Services Committee of the Local Plan Authorities Monitoring Report (AMR) 2020/21.

3. BACKGROUND

3.1 The AMR is a statutory Local Development Framework (LDF) document produced annually by Planning Services on behalf of the Council. It reviews the progress made on the implementation of policies in the Local Plan and generally assesses their effectiveness.

3.2 The AMR is published on the Council's website.

3.3 The AMR is attached at **Appendix 1** to this report.

3.4 The report itself is split up into separate headings which are summarised in key themes.

4. PROPOSALS

4.1 Housing

4.1.1 In accordance with Part 8, 34(3) of the Town and Country Planning (Local Planning) (England) Regulations 2012, Chapter 4 of the AMR includes annual numbers of net additional dwellings which have been specified in a Local Plan policy.

4.1.2 The adopted Local Plan identifies an Objectively Assessed Need (OAN) need of 287 dwellings per annum which takes into account the predicted household projections over the next 15 years up to 2031 as well as backlog

from previous years and aspirations of the Tees Valley Combined Authority to create more jobs.

- 4.1.3 The plan sets an average housing requirement of 410 dwellings per annum and this is phased over the plan period. The housing requirement is higher than the OAN as it also factors in a replacement of demolitions on Housing Market Renewal (HMR) sites and an additional 20% affordable housing buffer.
- 4.1.4 This report covers the first phase of the Local Plan housing trajectory which sets a baseline delivery target of 350 dwellings per annum. A net total of 161 new build homes were delivered this year and this is below the baseline delivery target the OAN of 287 dwellings per annum. The delivery is below the baseline delivery target and also below the Objectively Assessed Need.
- 4.1.5 House building was seriously impacted within the reporting year due to the COVID pandemic. However, the COVID restrictions have since been lifted and developments have resumed with more housing development applications approved. It is therefore anticipated that the building rate will increase throughout the year and there will be more completions within the next financial year.
- 4.1.6 A total of 31 affordable homes were delivered this year. This is below the target of 74 affordable homes per annum. However, progress on building 81 affordable bungalows at former Brierton school site and the housing site on Station Road, Greatham are well underway and completion is expected early next year. It is therefore expected that housing delivery will increase next year and the coming years to address the shortfall and also to meet the set annual delivery targets. Therefore, there is currently no need to revise the delivery targets or any of the housing policies

4.2 **Economy, Employment, Town Centre, Tourism**

- 4.2.1 This year there was a total gross of 2,433m² additional employment floor space delivered from a building at Unit 1C Rivergreen at Queens Meadow industrial area. There has been no employment land uptake from allocated industrial areas for employment use.
- 4.2.2 There has been a loss of approximately 2ha employment land at the prestige employment site at Wynyard Park (policy EMP1) as a result of a housing development which was granted planning permission at Wynyard. This loss brings down the available employment land to 195.2ha Borough-wide. Although the loss of available employment land indicates diversion from policy EMP1, it cannot be concluded that there is policy failure. To date there have been no approaches from businesses wishing to develop on the Prestige Employment Site at Wynyard and as such it is not considered the loss would, warrant policy failure as there is still over 30ha of available employment land at Wynyard. There is therefore no need to review employment policies at present.

- 4.2.3 Retail policies are performing as expected because the town centre still continues to develop as a retail hub with E and F1 uses accounting for more than 50% of all uses in the town centre. All uses in the town centre are as allocated in the Local Plan in accordance to the retail policies. There is no evident diversion of policy performance. Retail was also seriously impacted within this financial year due to the COVID pandemic, however, the COVID restrictions have since been lifted and it is expected that vacancy rates will decrease next year. Town centre policies are being well implemented with appropriate planning permissions being granted for town centre uses within the town centre. There is therefore no need to review the town centre retail policies.
- 4.2.4 Tourism policies within the Local Plan identifies the Town Centre, the Marina, the Headland and Seaton Carew as main tourism destinations and the policies encourage appropriate developments within these areas. However, rural tourism through recreation and leisure developments could be allowed under certain circumstances. Minimal tourist related applications have been approved this year, however the tourism policies remain being implemented and there is currently no need for review.

4.3 **Environmental Quality**

Natural Environment

- 4.3.1 This year there have been no losses or gains in the total area of habitat in international or national designated sites. However, a loss of 6.02 ha of land within Local Wildlife Sites (LWS) is reported. This loss is comprised of 3.61 ha from Close Woods Complex and 2.41 ha from High Newton Hanzard Meadow LWS. The loss from Close Woods Complex occurred due to a development approved under application number H/2014/0581. This development was commenced in 2016, however this loss was not reported at that time. The AMR highly recommends that housing applications are more closely monitored to avoid future losses of wildlife habitat as this is detrimental to the natural environment and biodiversity gain in the long-term.

Countryside/Rural Area, Historic Environment

- 4.3.2 The Council continues to closely monitor unsustainable and unjustified developments in the countryside, in particular isolated residential developments outside development limits through the adopted New Dwellings Outside of Development Limits SPD.
- 4.3.3 There are two approved developments this year in the rural area, one at Ashfield Caravan Park and the other at Abbey Hill Cottages. They are both justified as they relate to extension of existing rural businesses. The rural development policies continue to be implemented and there is therefore no need or justification for a review of those elements of the Local Plan.
- 4.3.4 This year the council published a total of 12 historic buildings at risk i.e. 1 by Grade 1, 9 by Grade 2 and 2 by locally listed. This list highlights vulnerable heritage assets across the borough. There has been no Conservation Area

Appraisal this year but work is still on going on reviewing the Seaton Carew Conservation Area Appraisal.

Waste, Renewable Energy

- 4.3.5 In comparison to last year, the total amount of waste arising decreased and more waste was incinerated. The proportion of recycled or composted waste also slightly decreased from 33.62% last year to 30.1% this year. There was one approved application (reference H/2019/0275) for energy recovery (energy from waste) facility at Graythorp.
- 4.3.6 Work is underway to increase recycling participation rates and to reduce levels of contamination, including targeted education, promotions in Hartbeat magazine and the local media, a dedicated Hartlepool Borough Council recycling page and an improved waste management section on the council's website. It is anticipated that these measures will in future lead to an increase in the amount of recycled or composted waste.

Sustainable Transport, Access to the Countryside

- 4.3.7 The Local Plan makes provision for the continued improvement of roads and development of a comprehensive network of cycle routes linking the across the Borough. There were no new roads created this year. However, a total length of 1.18km of cycleway was improved and 0.3km of new cycleways were created.
- 4.3.8 Discussions regarding the purchase of land are ongoing between the Council and the various landowners' agents for the delivery of the Elwick bypass/grade separated junction. In terms of design, discussions on the final design details for the grade separated junction onto the A19 are ongoing with National Highways (formally Highways England).
- 4.3.9 The Council has continued to improve access to the countryside and furniture within the countryside so that a more inclusive network will be available to a broader user base. A coastal path was improved (0.65 km in length). No walkways or coastal paths have been extinguished for the past four years and this indicates that policy INF2 is being implemented hence there is currently no need to review sustainable transport policies.

Neighbourhood Plans, Community Infrastructure Levy, Duty to Cooperate, S106 Developer Contributions

- 4.3.10 The Rural Neighbourhood Plan now forms part of the planning framework and is available on the Council website. Work on the Headland and Wynyard neighbourhood plans is ongoing and details are given in **Appendix 2** of the AMR.
- 4.3.11 In fulfilling the requirements of section 33A of the Planning and Compulsory Purchase Act 2004 (Duty to co-operate in relation to planning of sustainable development) and as set out in the Town and Country Planning (Local Planning) (England) Regulations 2012, part 2, duty to cooperate, (4) (1), the council has continued to cooperate and actively engage with public bodies to

develop strategic policies. Further details are available in **Appendix 3** of the AMR.

- 4.3.12 While the Council will keep the situation under review, the present stance is that the Community Infrastructure Levy (CIL) will not be taken forward within the Borough. Further details on CIL are in **Appendix 4** of the AMR.
- 4.3.13 In this reporting year 2020/21, the council received a total of £964,000.00 developer contributions. There is a total of 7 agreements signed under Section 106 of the Town and Country Planning Act 1990. These were from large housing developments across the Borough. **Appendices 5 and 6** of the AMR show the breakdown of the S106 funds.

5. LEGAL CONSIDERATIONS

- 5.1 There is a statutory duty on the authority to publish an AMR on an annual basis. There are no other legal considerations in endorsing the AMR.

6. OTHER CONSIDERATIONS

Risk	No relevant issues.
Financial	No relevant issues.
Consultation	No relevant issues.
Child and Family Poverty	No relevant issues.
Equality and Diversity	No relevant issues.
Section 17 of the Crime and Disorder Act 1998	No relevant issues.
Staff	No relevant issues.
Asset Management	No relevant issues.

7. RECOMMENDATIONS

- 7.1 That Members note the content of the report and endorse it as part of the Local Development Framework.

8. REASONS FOR RECOMMENDATIONS

- 8.1 This AMR will form part of the Planning Policy Framework and will provide detailed assessment of planning policies and their implementation. This will assist in identifying those policies that are not robust and either need reviewing to ensure that they are implemented or they are in future excluded from the Local Plan.

9. BACKGROUND PAPERS

The Adopted Hartlepool Local Plan (2018)

https://www.hartlepool.gov.uk/downloads/file/4393/hartlepool_local_plan_-_adopted_may_2018pdf

2020 Housing review and 5Year Housing Land Supply Report

https://www.hartlepool.gov.uk/downloads/file/6587/2020_housing_review_and_5yhls_report

The Planning and Compulsory Purchase Act 2004

<http://www.legislation.gov.uk/ukpga/2004/5/contents>

The Town and Country Planning (Local Planning) (England) Regulations 2012.

<http://www.legislation.gov.uk/uksi/2012/767/contents/made>

The National Planning Policy Framework (2019)

<http://planningguidance.communities.gov.uk/blog/policy/>

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- Director of Finance and Policy ☒
- Chief Solicitor/Monitoring Officer ☒



Hartlepool Borough Council Local Development Framework

Authorities Monitoring Report

2020 - 2021

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EXECUTIVE SUMMARY

Introduction

This Authorities Monitoring Report (AMR) covers the financial year 2020/21 and is the third AMR of the adopted Local Plan (adopted in May 2018). The Local Plan covers the period 2016 to 2031 hence the assessment of policies will cover this period as well.

The AMR is produced by Planning Services on behalf of the Council and relates to the period 1st April 2020 to 31st March 2021. It reviews the progress made on the implementation of the Local Development Scheme (LDS) and generally assesses the effectiveness of planning policies within the Local Plan and the extent to which they are being implemented. The LDS that relates to this report was produced in December 2017.

The planning policies assessed in this report, are those of the Hartlepool Local Plan adopted in May 2018. A list of the 2018 Local Plan policies is shown in Appendix 1 and can also be accessed on the Council's website.

Chapter 4 of this report details how the Local Plan policies have, on the whole, been effective in both the management of planning proposals and in the economic, social and environmental development of the borough.

Housing

In accordance with Part 8, 34 (3) of the Town and Country Planning (Local Planning) (England) Regulations 2012, Chapter 4 includes annual numbers of net additional dwellings which have been specified in a Local Plan policy.

The adopted Local Plan identifies an objectively assessed need (OAN) of 287 dwellings per annum which takes into account the predicted household projections over the next 15 years up to 2031, a backlog from previous years and aspirations of the Tees Valley Combined Authority to create more jobs and overcome economic development barriers of which housing is one as outlined in their Strategic Economic Plan (2016-2026). The plan sets a housing requirement of 410 dwellings per annum and this is phased over the plan period. It also factors in a replacement of demolitions on Housing Market Renewal (HMR) sites and an additional 20% affordable housing buffer.

This report covers the first phase of the Local plan housing trajectory which sets a baseline delivery target of 350 dwellings/annum. A net total of 161 new build homes were delivered this year mainly from Wynyard and Marine Point along with various smaller sites. This under delivery has increased the net shortfall over the last three years from 85 in 2017/18 to 348 dwellings this year. The delivery is below the baseline delivery target and also below the Objectively Assessed Need (OAN) of 287 dwellings/annum. House building was seriously impacted within this financial year due to the COVID pandemic, lockdowns and restrictions placed on businesses and the public. However, the COVID restrictions have since been lifted and developments have resumed with more housing development applications

approved. It is therefore anticipated that the building rate will increase throughout the year and there will be more completions within the next financial year.

Building commenced at large sites such as Former Brierton School Site, Seaton Meadows, Station Road at Greatham, Quarry Farm 2, Countryside at Wynyard and Duchy at Wynyard; altogether will add a gross total of 753 dwellings. Preparatory works also started at Upper Warren (565 homes) and it is expected that building will commence early next year. Various smaller sites also obtained planning permission in the year hence it is expected that more homes will be delivered next year. Some of the strategic housing sites allocated in the Local Plan (2018) which include more greenfield housing sites may obtain planning permission next year.

A total of 31 affordable homes were delivered i.e. 26 new builds from Lealholm road and 5 refurbished homes (part of the council's empty homes purchase scheme). This is below the target of 74 affordable homes per annum. However, progress on building 81 affordable bungalows at former Brierton school site and Station Road, Greatham is well underway and completion is expected early next year. This will increase the number of affordable homes delivered. It is therefore expected that housing delivery will increase next year and the coming years to address the shortfall and also to meet the set annual delivery targets. Therefore, there is currently no need to revise the delivery targets or any of the housing policies.

Economy, Employment, Town Centre, Tourism

This year there was a total gross of 2,433m² additional employment floor space delivered from a building at Unit 1C Rivergreen at Queens Meadow industrial area. There has been no employment land uptake from allocated industrial areas for employment use. However, there has been a loss of approximately 2ha employment land at the prestige employment site at Wynyard Park (policy EMP1) as a result of a housing development which was granted planning permission at Wynyard Park contrary to Planning Policy and Economic Development advice to safeguard the allocated employment land.

This permission was for the Wynyard Countryside site (reference H/2019/0473) to the west of EMP1. This loss brings down the available employment land to 195.2ha Boroughwide. Although the loss of available employment land to housing at Wynyard Park indicates diversion from policy EMP1, it cannot be concluded that there is policy failure. To date there have been no approaches from businesses wishing to develop on the Prestige Employment Site at Wynyard and as such it is not considered the loss would, at this stage, warrant policy failure as there is still over 30ha of available employment land at Wynyard should interest arise. There is therefore no need to review employment policies at present.

Retail policies are performing as expected because the town centre still continues to develop as a retail hub with E and F1 uses accounting for more than 50% of all uses in the town centre, followed by F2 uses. All uses in the town centre are as allocated in the Local Plan in accordance to the retail policies. There is no evident diversion of policy performance. However, lack of high quality shops and high vacancy rates in the town centre still remains a challenge. Retail was also seriously impacted within this financial year due to the COVID pandemic, lockdowns and

restrictions placed on businesses and the public. However, the COVID restrictions have since been lifted and it is expected that vacancy rates will decrease next year. Town centre policies are being well implemented with appropriate planning permissions being granted for town centre uses within the town centre. There is therefore no need to review the town centre retail policies.

Tourism policies within the Local Plan identifies the Town Centre, the Marina, the Headland and Seaton Carew as main tourism destinations and the policies encourage appropriate developments within these areas. However, rural tourism through recreation and leisure developments could be allowed under certain circumstances. Not many tourist-related applications have been approved this year, however the tourism policies continue to be implemented and there is currently no need for review.

Environmental Quality

Natural Environment

This year there have been no losses or gains in the total area of habitat in international or national designated sites. However, a loss of 6.02 ha of land within Local Wildlife Sites (LWS) is reported. This loss is comprised of 3.61 ha from Close Woods Complex LWS and 2.41 ha from High Newton Hanzard Meadow LWS. The loss from Close Woods Complex occurred due to development approved under application number H/2014/0581. This development was commenced in 2016, however this loss was not reported at that time. There is ecological concern about loss of wildlife habitat with no compensation or replacement measures put in place. It is highly recommended that housing applications are more closely monitored to avoid future losses of wildlife habitat as this is detrimental to the natural environment and biodiversity gain in the long-term.

The quantity and type of green infrastructure lost or gained is not routinely measured or monitored, therefore no definitive measurement can be provided. However, funding for green infrastructure is secured through S106 developer contributions from planning applications and this can be routinely measured. This year, for green infrastructure, a total of £24,000.00 has been received and £202,262.00 secured through S106 agreements; for ecological mitigation nothing was received but £71,000 is still available and has been carried over from last year. £18,600.00 was secured for ecological mitigation through signed S106 agreements (Appendix 5 and 6).

Countryside/Rural Area, Historic Environment

The council continues to closely monitor unjustified developments in the countryside, in particular isolated residential developments outside development limits through the adopted New Dwellings Outside of Development Limits SPD.

There are two approved developments this year in the rural area, one at Ashfield Caravan Park and the other at Abbey hill cottages. They are both justified as they relate to existing rural businesses and rural policies promote growth and diversification of the rural economy hence this is positive development in the rural

area. The New Dwellings Outside Developments Limits SPD (2015) continues to assist in the protection of the open countryside from unwanted, unsustainable and unjustified developments of isolated dwellings. The rural development policies continue to be implemented and there is therefore no need or justification for a review of those elements of the Local Plan.

The council published a total of 13 historic buildings at risk i.e. 1 by Grade 1, 10 by Grade 2 and 2 by locally listed last year and there has been no change this year. This list highlights vulnerable heritage assets across the borough. There has been no Conservation Area Appraisal this year but work is still on going on reviewing the Seaton Carew Conservation Area Appraisal.

Waste, Renewable Energy

The total amount of waste arising this year decreased in comparison to the last year. More waste was incinerated compared to last year and the proportion of recycled or composted waste slightly decreased from 33.62% last year to 30.1% this year. The Council introduced co-mingled recycling collections in 2012, which, whilst making recycling easier for residents, had an impact on the quality of material collected. This is being continually addressed by initial sorting (removal of large items of contamination) at the Council's own waste transfer station before the materials are transferred to the sorting facility.

Sustainable Transport, Access to the Countryside

The Local Plan makes provision for the continued improvement of roads and development of a comprehensive network of cycle routes linking the across the borough. There were no new roads created this year.

Discussions regarding the purchase of land are ongoing between the Council and the various landowners' agents for the delivery of the Elwick bypass/grade separated junction. There is a wide range of opinions of value and differing views as to the proper approach to the compensation payable. In terms of design, discussions on the final design details for the grade separated junction onto the A19 are ongoing with Highways England (now called National Highways). It is expected that a final agreement from National Highways and Land Purchases will be reached next year after which the construction phase can commence.

The council has continued to improve access to the countryside and furniture within the countryside so that a more inclusive network will be available to a broader user base. A coastal path was improved (0.65 km in length). No walkways or coastal paths have been extinguished for the past four years and this indicates that policy INF2 is being implemented hence there is currently no need to review sustainable transport policies.

The borough council will continue to ensure the provision of a safe, efficient and sustainable transport network, accessible to all and to strengthen transport links with the Tees Valley sub-region, region and beyond.

Neighbourhood Plans, Community Infrastructure Levy, Duty to Cooperate, S106 Developer Contributions

The Rural Neighbourhood Plan now forms part of the planning framework and is available on the council website. Work on the Headland and Wynyard neighbourhood plans is ongoing and details are given in Appendix 2 of this report.

In fulfilling the requirements of section 33A of the Planning and Compulsory Purchase Act 2004 (Duty to co-operate in relation to planning of sustainable development) and as set out in the Town and Country Planning (Local Planning) (England) Regulations 2012, part 2, duty to cooperate, (4) (1); the council has continued to cooperate and actively engage with public bodies to develop strategic policies. Further details are available in Appendix 3 of this report.

Whilst the Council will keep the situation under review, the present stance is that the Community Infrastructure Levy (CIL) will not be taken forward within the Borough. Further details on CIL are in Appendix 4 of this report. Appendices 5 and 6 show the breakdown of the S106 funds; amounts received/sought/secured, where they should be spent and the type of development they should be spent on.

1. INTRODUCTION

- 1.1 Government legislation requires all Local Planning Authorities to prepare a Local Plan monitoring report, the Authorities Monitoring Report (AMR). It is prepared in accordance to the provisions of the Localism Act 2011 which have led to Regulation 34 in The Town and Country Planning (Local Planning) (England) Regulations 2012 prescribing minimum information to be included in monitoring reports, including net additional dwellings, net additional affordable dwellings, community infrastructure levy receipts, the number of neighbourhood plans that have been adopted, and action taken under the duty to co-operate. In essence it is a matter for each Local Planning Authority to decide what to include in their AMR over and above the prescribed minimum information as outlined in The Town and Country Planning (Local Planning) (England) Regulations 2012.
- 1.2 This report is based on the ongoing monitoring of the borough over the past financial year (2020/2021) and will assist us to plan better for the borough. Where policies are failing we will seek to find out why and look to address them so that they perform more appropriately in the future.

Planning Legislation

- 1.3 The Planning and Compulsory Purchase Act 2004 introduced a system of development planning. In light of the Act, planning documents are being prepared and incorporated into a Local Development Framework (LDF). The LDF comprises a portfolio of Local Development Documents which together deliver the spatial planning strategy for Hartlepool (see Diagram 1 below). Some documents are known as Local Development Documents (LDDs) and include Development Plan Documents (DPDs), Supplementary Planning Documents (SPDs) and Neighbourhood Plans.¹ The LDDs set out the spatial planning strategy for Hartlepool. The 2012 regulations² set out what each LDF document should contain and the formal process they should go through.
- 1.4 The other documents that are within the LDF system, but are not termed LDDs, are:
- The Local Development Scheme (LDS) which sets out the programme for preparing LDDs;
 - The Statement of Community Involvement (SCI) which sets out how the Council will involve residents and other interested persons and bodies in the planning process; and
 - The Authorities Monitoring Report³ (AMR) which assesses the implementation of the Local Development Scheme, the extent to which policies in the LDDs

¹ Schedule 9, part 2 (6) (b) of the Localism Act amends 38 (3) of the Planning and Compulsory Purchase Act 2004 to include Neighbourhood Plans as LDD's.

² Town and Country Planning (Local Planning) (England) Regulations 2012

³ Formally termed the Annual Monitoring Report in line with the Town and Country Planning (Local Development) (England) Regulations 2004, as amended.

are being achieved, provides information with regard to CIL and sets out how the Council has cooperated with other Local Authorities and relevant bodies.⁴

Diagram 1: Hartlepool Local Development Framework

LOCAL DEVELOPMENT FRAMEWORK A portfolio of local development and other documents											Other Documents		
Local Development Documents													
Development Plan Documents				Supplementary Planning Documents									
Hartlepool Local Plan	Tees Valley Minerals & Waste DPD	Hartlepool Local Plan - Policies Map	Neighbourhood Plans	Travel Plans and Transport Assessments SPD	Hartlepool Green Infrastructure SPD	Trees and Development SPD	Planning Obligations SPD	Shop Fronts SPD	Residential Design SPD	New Dwellings outside of Development Limits SPD	Seaton Carew Masterplan SPD	Statement of Community Involvement	Authorities Monitoring Report
These documents will comprise the Development Plan for the area.				These documents help to give further information and detail to support the Development Plan Documents.							These Documents and the highlighted Development Plan Documents must be prepared.		

The Authorities Monitoring Report

1.5 Local planning authorities are required to examine certain matters in their Monitoring Reports⁵. The key tasks for this monitoring report are as follows:

- Review actual progress in terms of the preparation of documents specified in the Local Development Scheme against the timetable and

⁴ Part 2, 4 of the Town and Country Planning (Local Planning) (England) Regulations 2012 sets out the bodies that the council must cooperate with.

⁵ Part 8 Town and Country Planning (Local Planning) (England) Regulations 2012

milestones set out in the scheme, identifying if any are behind timetable together with the reasons and setting out a timetable for revising the scheme (Section 3).

- Assess the extent to which planning policies are being implemented, including any justification as to why policies are not being implemented and any steps that the council intend to take to secure that the policy is implemented. This assessment will be of the policies from adopted Local Plan (Section 4).
- Contain details of any Neighbourhood Development Order or a Neighbourhood Development Plan that are being prepared or have been adopted within the borough (Appendix 4).
- Provide information regarding the progress of the Community Infrastructure Levy (Appendix 5).
- Provide information regarding who the council has cooperated with in relation to planning of sustainable development (Appendix 6).

1.6 In terms of assessing the implementation of such policies, the Authorities' Monitoring Report should:

- identify whether policies need adjusting or replacing because they are not working as intended; identify any policies that need changing to reflect changes in national or regional policy; and
- set out whether any policies are to be amended or replaced.

1.7 In order to assess the effectiveness of planning policies, it is important to set out the social, economic and environmental context within which the policies have been formulated, the problems and issues they are intended to tackle, and the opportunities of which advantage can be taken to resolve such problems and issues. Section 2 of this report therefore gives consideration to the key characteristics of Hartlepool and the problems and challenges to be addressed.

1.8 This report, for the period 1st April 2020 to 31st March 2021, gives consideration to the policies of the Hartlepool Local Plan adopted in May 2018 and the Tees Valley Minerals and Waste Core Strategy and the Policies and Sites DPD adopted in September 2011.

2 HARTLEPOOL – KEY CHARACTERISTICS, STATISTICS, PROBLEMS AND CHALLENGES FACED

- 2.1 The key contextual indicators used in this chapter describe the wider characteristics of the borough and will provide the baseline for the analysis of trends, as these become apparent and for assessing in future Authorities' Monitoring Reports, the potential impact future planning policies may have had on these trends.

Hartlepool & the Sub-regional Context

- 2.2 The borough forms part of the Tees Valley along with the boroughs of Darlington, Middlesbrough, Redcar & Cleveland and Stockton-on-Tees.
- 2.3 Hartlepool is an integral part of the Tees Valley region. It is a retail service centre serving the borough and parts of County Durham, in particular Easington and Peterlee. Over recent years the borough has developed as an office and tourism centre. The development of Seaton Carew sea front, the Maritime Experience and the Marina forms an important component of coastal regeneration exploiting the potential of the coast as an economic and tourist driver for the region.

Hartlepool in the Local Context

- 2.4 The original settlement of Hartlepool dates back to Saxon times. Originally an important religious settlement the town's early development resulted from the existence of a safe harbour and its role as a port for the city of Durham and subsequent grant of a Royal Charter from King John in 1201. The town as it is today has grown around the natural haven which became its commercial port and from which its heavy industrial base developed.
- 2.5 The borough of Hartlepool covers an area of approximately 9400 hectares (over 36 square miles). It is bounded to the east by the North Sea and encompasses the main urban area of the town of Hartlepool and a rural hinterland containing the five villages of Hart, Elwick, Dalton Piercy, Newton Bewley and Greatham. The main urban area of Hartlepool is a compact sustainable settlement with many of the needs of the residents in terms of housing, employment, shopping and leisure being able to be met within the borough. The Durham Coast railway line runs through the centre of the town and connects Hartlepool to Newcastle, the rest of Tees Valley, York and London. The A19 trunk road runs north/south through the western rural part of the borough, the A19 and the A1 (M) are readily accessed via the A689 and the A179 roads which originate in the town centre.

Population

- 2.6 In comparison to last year, the population of Hartlepool increased by 0.1% from 93,700 to 93,800 (Table 1). Hartlepool still has the lowest number of residents in the Tees Valley, with a proportion of 13.8% and Stockton-On-Tees has the highest with a proportion of 29.2% (Table 2). Nationally, in Great Britain, the population has slightly increased as shown in Table 1 below.

Table 1: Population

Area	Population				
	2016/2017	2017/2018	2018/2019	2019/2020	2020/21
Darlington	105,600	106,300	106,600	106,800	107,400
Hartlepool	92,800	93,000	93,200	93,700	93,800
Middlesbrough	140,400	140,600	140,600	141,000	141,300
Redcar & Cleveland	135,400	136,000	136,700	137,200	137,200
Stockton	195,700	196,500	197,200	197,300	197,400
<i>Tees Valley Total</i>	<i>669,900</i>	<i>672,500</i>	<i>674,300</i>	<i>676,000</i>	<i>677,100</i>
<i>North East</i>	<i>2,636,800</i>	<i>2,644,700</i>	<i>2,657,900</i>	<i>2,669,900</i>	<i>2,680,800</i>
<i>Great Britain</i>	<i>58,381,200</i>	<i>58,744,600</i>	<i>64,553,900</i>	<i>64,903,100</i>	<i>65,185,700</i>

Source: NOMIS, Official Labour Market Statistics, 2021

Table 2: Population Proportions in the Tees Valley Sub region

Area	Proportion%				
	2016/2017	2017/2018	2018/2019	2019/2020	2020/2021
Darlington	15.8	15.8	15.8	15.8	15.9
Hartlepool	13.9	13.8	13.8	13.8	13.9
Middlesbrough	21.0	20.9	20.9	20.9	20.9
Redcar & Cleveland	20.2	20.2	20.3	20.3	20.3
Stockton	29.2	29.2	29.2	29.2	29.2
<i>Tees Valley Total</i>	<i>100</i>	<i>100</i>	<i>100</i>	<i>100</i>	<i>100</i>

Source: NOMIS, Official Labour Market Statistics, 2021

2019 Index of Multiple Deprivation (IMD)

- 2.7 The IMD was updated in September 2019, with the previous IMD being that of 2015. The English Indices of Deprivation measure relative levels of deprivation in 32,844 small areas or neighbourhoods, called Lower-layer Super Output Areas (LSOAs), in England. The deprivation in its broadest sense is measured by assessing indicators relating to income, employment, health and disability, education, skills and training, barriers to housing and services, crime and the living environment and combining them into a single deprivation score for each small area in England. This allows each area to be ranked relative to one another according to their level of deprivation.
- 2.8 Nationally, the IMD 2019 ranks Hartlepool as the 25th most deprived Local Authority in England. This is an improvement in comparison to the previous 2015 IMD which ranked Hartlepool at 18th. At a sub-regional level, Hartlepool is better than

Middlesbrough which ranked 16th. At 113 Stockton Tees has the highest rank in the Tees Valley, followed by Darlington at 103rd and Redcar at 62nd.

- 2.9 According to the 2019 IMD, Hartlepool has a total count of 16 LSOAs and of these 36.2% are in the first decile rank i.e. 10% of the most deprived nationally. At a sub-regional level Hartlepool is better than Middlesbrough which ranks 1st nationally. In terms of the first decile, Darlington is the least deprived in the Tees Valley, ranking 47th, followed by Stockton ranking 39th and Redcar and Cleveland ranking 29th of the 326 Local Authorities in England. More detailed information on the IMD and how it is calculated is on the following link:
<https://www.gov.uk/government/statistics/english-indices-of-deprivation-2019>

Tourism

- 2.10 As set out in the Council Plan 2021 – 2024, the Council's vision is that Hartlepool is a place that is sustainable, clean, safe and green and has an inclusive and growing economy. It has strong attraction including a multi-million pound 500 berth marina, the Hartlepool Historic Quay, a comprehensive range of eating establishments predominantly situated in Hartlepool Marina, and the National Museum of the Royal Navy have taken over and rebranded the former Hartlepool Maritime Experience with exciting plans to invest and expand in new attractions and events to significantly boost visitor numbers.
- 2.11 The Town is delighted to have secured £25m under the governments Town Deal and in 2021 is developing five placemaking and high profile capital projects including re-imagining the Middleton Grange shopping centre, converting the derelict Wesley Chapel Work into high end hotel accommodation, the development of two new academy facilities to develop health & care and civil engineering skills, and further improvement the impressive waterfront to contribute to tourism and visitor development.
- 2.12 The Council is continuing with the redevelopment of the Hartlepool Waterfront and in 2024 the town will see the opening of a brand new, unique leisure and destination facility at Jacksons Landing. Memorandums of Understanding are in place with the National Museum of the Royal Navy (NMRN) and Hartlepool United Football Club evidencing their commitment to working in partnership towards the long term regeneration and improvements to the area. The town has been unsuccessful in its bid for Levelling Up Funding for £20m to contribute to further waterfront improvements and sustainability proposals in leisure facilities, connectivity improvements with the town centre and expanded facilities for the NMRN. It is presumed that the town may put forward a bid if there is a future round but nothing is certain at present.
- 2.13 In Seaton Carew, the town's seafront has seen a successful and popular season following the Coronavirus pandemic, with the completion of seafront and environmental improvements. The now vacant Longscar site at the heart of the seafront is earmarked for regeneration and will see visioning during 2021 and improvements to come.

- 2.14 Shades continues to progress to get it project ready in the ISQ area and the town is excited at the potential for growth in the TV and film sector.

Finally, in terms of connectivity, the project to improve and expand rail facilities at Hartlepool Station progresses at pace with the approval by Network Rail for the location of a pedestrian footbridge to open up a new second platform and northern entrance which will increase train capacity and ease of reaching the town.

Economy and Employment

- 2.15 Table 3 shows that Hartlepool has a lower proportion of economically active people (i.e. aged 16 and above) compared to the national and regional averages. The unemployment rate in Hartlepool has increased from 7.2% last year to 7.9% this year and remains the highest in the sub region. Hartlepool also has the highest proportion of workless households (26.2%) in comparison to all. The percentage of economically active people in Hartlepool has decreased this year to 72.8% from 74.9% last year.

Table 3: Labour Supply

Area	Economically Active (16+ years)		Economically Inactive (16+ years)		Unemployed (16+ years)		Workless Households	
	Number	%	Number	%	Number	%	Number	%
Darlington	52,800	80.1	12,700	19.9	3,100	5.8	6,100	17.9
Hartlepool	42,000	72.8	15,400	27.2	3,400	7.9	7,800	26.2
Middlesbrough	62,600	70.1	26,000	29.9	4,800	7.5	10,600	23.8
Redcar & Cleveland	59,200	71.4	22,900	28.6	3,900	6.6	9,700	23.3
Stockton	96,700	78.5	25,600	21.5	5,700	5.8	13,200	21.1
<i>Tees Valley</i>	<i>313,300</i>	<i>74.6</i>	<i>102,600</i>	<i>25.4</i>	<i>20,900</i>	<i>6.7</i>	<i>47,400</i>	<i>22.5</i>
<i>North East</i>	-	<i>75.7</i>	-	<i>24.3</i>	-	<i>6.7</i>	<i>175,300</i>	<i>20.3</i>
<i>Great Britain</i>	-	<i>78.4</i>	-	<i>21.6</i>	-	<i>5.0</i>	<i>2,854,000</i>	<i>13.9</i>

Source: NOMIS, Official Labour Market Statistics 2021 (numbers are for those aged 16 and over, % are for those aged 16-64)

- 2.14 Table 4 illustrates the breakdown of percentage of working age population (16-64 years) in employment by main occupation groups. At 15.4%, 'Professional occupations' constitute the highest socio-economic class in Hartlepool and 'Process, plant and machine' constitute the least at 6.7%.
- 2.15 In comparison to last year, there has been a general percent increase in most occupations. A decline has been noted in the 'Process plant and machine

operatives', 'Elementary occupations', 'Managers, directors, senior officials' and 'Professional occupations'.

Table 4: Percentage of working age population (16-64 years) in employment by main occupation groups

Socio-Economic Class	Area							
	Darlington	Hartlepool	Middlesbrough	Redcar & Cleveland	Stockton	Tees Valley	North East	Great Britain
Managers, directors, senior officials	9.7	7.1	5.5	9.0	8.3	7.9	8.5	10.9
Professional occupations	20.3	15.4	21.7	23.2	19.8	84.6	19.5	23.3
Associate professional & technical	13.0	14.5	12.5	10.9	10.9	10.4	13.2	15.6
Administrative and secretarial occupations	13.4	11.6	6.9	12.1	11	11	10.7	10.2
Skilled trades occupations	9.5	13.8	8.2	11.7	9.1	10.5	9.2	9.0
Caring, leisure & other	7.0	10.2	12.5	10.6	9.3	9.9	10.9	9.0
Sales and customer service occupations	8.6	9.3	9.9	7.0	12	9.4	9.6	7.1
Process plant and machine operatives	7.1	6.7	8.7	4.9	7.3	6.9	6.5	5.6
Elementary occupations	11.6	10.5	13.4	10.7	11.6	11.6	11.5	9.1

Source: NOMIS, Official Labour Market Statistics, 2021

- 2.16 Under Universal Credit, a broader span of claimants are required to look for work than under Jobseeker's Allowance. As Universal Credit Full Service continues to be rolled out, the number of people recorded as being on the Claimant Count has significantly declined across the board as shown in Table 5.

Table 5: Unemployment Claimant Rate (% of the working age population claiming job seekers allowance)

Area	2016 Claimant rate	2017 Claimant rate	2018 Claimant rate	2019 Claimant rate	2020 Claimant rate	2021 Claimant rate
Darlington	2.7	3.5	3.5	4.5	6.9	5.8
Hartlepool	3.7	5.2	6.7	5.9	8.5	6.8
Middlesbrough	4.7	4.9	4.5	5.7	10.2	8.5
Redcar & Cleveland	4.3	4.1	3.5	4.2	7.2	5.7
Stockton	3.0	3.4	3.1	4.0	6.9	5.4
Tees Valley Average	3.7	4.1	4.0	4.9	7.9	6.4
North East	2.7	3.2	3.3	4.3	7.2	5.7
Great Britain	1.5	2.0	1.9	2.8	6.3	5.0

Source: NOMIS, Official Labour Market Statistics, 2021

Health

- 2.17 According to Public Health England (2020), the health of people in Hartlepool is generally worse than the England average. Hartlepool is one of the 20% most deprived districts/unitary authorities in England and about 28.6% (5,020) of children live in low income families. Life expectancy is 12.5 years lower for men and 10.4 years lower for women in the most deprived areas of Hartlepool than in the least deprived areas.
- 2.18 In terms of child health; in Year 6, 26.9% (311) of children are classified as obese, worse than the average for England. The rate for alcohol-specific hospital admissions among those under 18 is 42 per 100,000 population. This represents 8 admissions per year. Levels of teenage pregnancy, GCSE attainment (average attainment 8 score), breastfeeding and smoking in pregnancy are worse than the England average (Public Health England, 2019)
- 2.19 The rate for alcohol-related harm hospital admissions in adults is 1021 per 100 000 population, worse than the average for England. This represents 934 admissions per year. The rate for self-harm hospital admissions is 264 per 100 000, worse than the average for England. This represents 235 admissions per year. Estimated levels of excess weight in adults (aged 18+), smoking prevalence in adults (aged 18+) and physically active adults (aged 19+) are worse than the England average. The rates of new sexually transmitted infections, killed and seriously injured on roads and new cases of tuberculosis are better than the England average. The rates of statutory homelessness, violent crime (hospital admissions for violence), under 75 mortality rate from cardiovascular diseases, under 75 mortality rate from cancer and employment (aged 16-64) are worse than the England average.

Lifelong Learning and Skills

- 2.20 Table 6 shows the National Vocational Qualification (NVQ) level attained by the working age population i.e. the 16-64 year age for both males and females.

Table 6: Qualifications/no qualifications % of working age residents (16-64 years)

Area	Qualifications					No Qualifications
	NVQ1+	NVQ2+	NVQ3+	NVQ4+	Other	
Darlington	89.5	79.3	58.3	33.8	4.9	4.9
Hartlepool	87.3	75.5	56.0	32.4	5.5	7.2
Middlesbrough	80.8	70.8	49.3	31.2	7.2	12.1
Redcar	84.7	71.0	48.4	29.1	4.6	10.7
Stockton	90.3	80.5	64.1	37.7	3.2	6.5
Tees Valley	80.3	69.0	50.8	30.6	7.7	12.0
North East	86.7	75.5	55.1	34.4	5.2	8.1
Great Britain	87.7	78.1	61.3	43.1	5.9	6.4

Source: NOMIS, Official Labour Market Statistics, 2021.

- 2.21 In comparison to last year, there has been an increase across the board in the proportions of people with qualifications up to NVQ4+ level. Consequently, the number of people with no qualifications has declined across the board. At 32.4%, Hartlepool has the third highest number of working age residents qualified to NVQ Level 4 and above (i.e. equivalent to degree level). The proportion of working age population with no qualifications in Hartlepool decreased this year.

Housing

Strategic Housing Assessment (2015)

- 2.22 The 2015 Hartlepool Borough Council Strategic Housing Market Assessment (SHMA) study has helped inform the production of the Council's 2018 Local Plan and Housing Strategy. The SHMA shows proportion of dwellings in each housing group as assessed (Table 7).

Table 7: Property type and size of occupied dwellings across Hartlepool

Property Type	No. Bedrooms (Table %)					Total
	One	Two	Three	Four	Five/more	
Detached house	0.0	0.6	4.3	7.9	1.7	14.5
Semi-detached house	0.1	5.5	19.9	2.9	0.7	29.2
Terraced/town house	0.0	10.5	16.9	1.7	0.7	29.7
Bungalow	2.5	6.9	2.4	0.2	0.0	12.1
Maisonette	0.8	0.2	0.0	0.0	0.0	1.1
Flat/apartment	7.3	5.0	0.1	0.1	0.0	12.5
Other	0.5	0.4	0.0	0.0	0.0	0.9
Total	11.3	29.2	43.6	12.8	3.1	100

Source: Hartlepool Strategic Housing Market Assessment (2015)

- 2.23 Overall, the vast majority (74.1%) of properties are houses, 12.1% are bungalows, 13.6% are flats/apartments and maisonettes and 0.9% are other types of property including park homes/caravans. Of all occupied properties, 11.3% have one bedroom, 29.2% have two bedrooms, 43.6% have three bedrooms and 15.9% have four or more bedrooms
- 2.24 The imbalance in the housing stock is being addressed on a holistic basis through the 2018 Local Plan and the planned future housing market renewal (HMR) initiatives. The HMR initiatives for clearance and improvement will tackle problems associated with the existing older housing stock and new housing development. They will also help to change the overall balance of housing stock and provide greater choice.
- 2.25 Affordability is still a key issue in Hartlepool as highlighted in the 2015 Hartlepool Strategic Housing Market Assessment and the Council is continuing to invest in more affordable housing in partnership with private developers and local registered providers.

Current House Prices

Table 8: House prices (simple average) and house price index

Area	£ per House Type				House Price Index
	Detached	Semi detached	Terraced	Flat/maisonette	
Darlington	234,178	139,541	104,706	80,956	111.8
Hartlepool	200,982	120,194	85,356	63,326	118.1
Middlesbrough	215,918	126,250	90,278	71,645	115.8
Redcar	213,233	132,826	100,744	67,364	115.0
Stockton	228,692	133,028	103,310	81,965	116.0
North East	241,703	144,925	116,054	96,023	121.9
National	416,610	256,812	222,917	234,731	133.8

Source: Land Registry (<http://landregistry.data.gov.uk/app/ukhpi>), March 2021

- 2.26 Table 8 shows house prices and House Price Index (HPI) for the five local authorities in the Tees Valley. House prices are expressed in terms of simple average price for each house type. The simple average is calculated quarterly taking the sum value of all sales transactions divided by the total number of sales transactions (within a 3 month period).
- 2.27 A House Price Index (HPI) is a weighted, repeat-sales index, meaning that it measures average price changes in repeat sales or re-financings on the same properties. Since the HPI index only includes houses with mortgages within the conforming amount limits, the index has a natural cap and does not account for 'jumbo' mortgages which are for large luxury type of housing. The HPI calculation is based on Land Registry data and the figure is adjusted for sales of differing mixes of house types.
- 2.28 The HPI for Hartlepool has increased from last year's 116.4 to 118.1 this year. For the second year running, Hartlepool recorded the highest HPI in the sub region (Table 8). In comparison to last year, house prices have increased for all house types in Hartlepool. The HPI shows rising housing market values nationally.

Community Safety

- 2.29 Safer Hartlepool Partnership (SHP) and Neighbourhood Policing continue to address community safety. SHP main aim is to reduce acquisitive crime and prevent re-offending. Table 9 gives a breakdown of offences by the crime category under which they were recorded by Hartlepool Police during the year and the previous year for comparison. These figures are based on the date the crime was recorded not the date the offence occurred.
- 2.30 Total recorded crime in Hartlepool has increased by 3.5%. Public reported crime slightly reduced by 11.7% in comparison to last year. Total police generated crime which constitutes non-victim based crime increased by 21.7%. Trafficking of drugs constitutes the highest increase at 76.8% whilst business robbery constitutes the highest reduction at -63.2%. Shoplifting has continued to decline this year.

5.2 Appendix 1

Although total crime recorded in the town is still high, it is positive to note that some crime categories which have in the past been problematic in the town e.g. robbery, bicycle theft and acquisitive crime have continued to decline this year.

Table 9: Notifiable offences recorded by the police 2020/21

	Crime Type	2019/20	2020/21	Change (number)	Change (%)
Publicly Reported Crime (Victim Based Crime)	Violence against the person	4086	4109	23	0.6
	Homicide	1	0	-1	-100
	Death/serious injury by driving	0	3	3	N/A
	Violence with injury	962	890	-72	-7.5
	Violence without injury	1570	1533	-37	-2.4
	Stalking and Harassment	1553	1683	130	8.4
	Sexual Offences	315	342	27	8.6
	Rape	94	126	32	34.0
	Other sexual offences	221	216	-5	-2.3
	Robbery	94	69	-25	-26.6
	Business robbery	19	7	-12	-63.2
	Personal robbery	75	62	-13	-17.3
	Acquisitive Crime	4406	2786	-1620	-36.8
	Burglary - residential	766	542	-224	-29.2
	Burglary – business & community	282	170	-112	-39.7
	Bicycle Theft	140	73	-67	-47.9
	Theft from the Person	64	44	-20	-31.3
	Vehicle Crime (Inc Inter.)	765	417	-348	-45.5
	Shoplifting	1449	764	-685	-47.3
	Other Theft	940	776	-164	-17.4
	Criminal Damage & Arson	1693	1488	-205	-12.1
	Total Public Reported Crime	10594	8794	-1800	-17.0
Police Generated Offences (Non - Victim Based Crime)	Public Disorder	921	1089	168	18.2
	Drug Offences	351	480	129	36.8
	Trafficking of drugs	95	168	73	76.8
	Possession/Use of drugs	256	312	56	21.9
	Possession of Weapons	102	132	30	29.4
	Misc. Crimes Against Society	321	362	41	12.8
	Total Police Generated Crime	1695	2063	368	21.7
TOTAL RECORDED CRIME IN HARTLEPOOL		12289	10857	-1432	-11.7

Source Community Safety, Hartlepool Borough Council, 2021.

The Environment

- 2.31 Hartlepool has a rich environmental heritage and very diverse wildlife habitats. The built, historic and natural environment within Hartlepool plays host to a wide range of buildings, heritage assets including archaeological remains, wildlife habitats, geological and geomorphological features, landscape types and coastal vistas.

The Built Environment

- 2.32 The town has a long maritime tradition and a strong Christian heritage with the twelfth century St Hilda's church, on the Headland (a Grade I Listed Building) built on the site of a seventh century monastery. Some of the medieval parts of borough, on the Headland are protected by the Town Wall constructed in 1315; the Town Wall is a Scheduled Ancient Monument and Grade I Listed Building. There are eight conservation areas within the borough and 201 Listed Buildings, eight Scheduled Ancient Monuments and one Protected Wreck. One of the town's Victorian parks (Ward Jackson Park) is included on the list of Registered Parks & Gardens.

Geological & Geomorphological Features

- 2.33 The geology of Hartlepool comprises two distinct types:
1. The north of the borough sits on the southern reaches of the Durham Magnesian Limestone Plateau, which is of international geological importance. Although the Magnesian Limestone in Hartlepool is generally too far below the overlying soils to give rise to the characteristic Magnesian Grassland flora found further north, it is exposed in several quarries and road cuttings and forms a spectacular gorge in West Crimdon Dene along the northern boundary of the Borough.
 2. The southern half of the borough sits on Sherwood Sandstone from the Triassic period; a rare exposure on the coast at Long Scar & Little Scar Rocks is a Regionally Important Geological Site. Of more recent geological origin is the Submerged Forest SSSI, which underlies Carr House Sands and is intermittently exposed by the tide. This area of waterlogged peat has yielded pollen, mollusc and other remains, which have been used to establish the pattern of sea-level change in Eastern England over the past 5,000 years.

Wildlife Characteristics

- 2.34 The borough is bordered on the east by the North Sea and features extensive areas of attractive coastline including beaches, dunes and coastal grassland. Much of the inter-tidal area of the coast is internationally important for its bird species and is protected as Teesmouth & Cleveland Coast Special Protection Area/Ramsar site. There are nationally protected Sites of Special Scientific Interest at Hart Warren, the Hartlepool Submerged Forest and Seaton Dunes and Common. Other areas of the coast include part of the Teesmouth National Nature Reserve and Sites of Nature Conservation Interest. Hartlepool only has one inland Site of Special Scientific Interest (SSSI), Hart Bog. This is a small area which has four distinct plant communities and is of particular botanical interest.

- 2.35 The prominent location of the town's Headland, as a first landfall on the east coast, makes it of national significance for the birdwatching community. Inland is an attractive, rolling agricultural landscape including areas of Special Landscape Value. Interspersed in this landscape are a number of fragmented but nevertheless diverse and important wildlife habitats. There are six Local Nature Reserves in the borough and 40 non-statutory geodiversity and biodiversity sites protected as Local Wildlife Sites (LWS) and Local Geological Sites (LGS).
- 2.36 In addition to internationally important numbers of shorebirds, the borough contains some notable examples of wildlife species: grey and common seals are frequent along the coastline with the latter breeding in Seaton Channel. The area of sand dunes, cliffs and grazing marsh along the coast support important species such as burnt tip orchid, northern marsh orchid, early marsh orchid, sea holly and other notable species. There is extensive priority woodland habitat in the Wynyard area and the northern denes.

Bathing Water

- 2.37 Seaton Beach covers an extensive area and attracts significant numbers of visitors for walking, bathing and windsurfing activities. Seaton Carew Centre and Seaton Carew North Gare (south) both meet the Bathing Water Directives guideline standard which is the highest standard and Seaton Carew North passed the imperative standard which is a basic pass.

Air Quality

- 2.38 Air quality in Hartlepool currently meets statutory standards with no requirement to declare any Air Quality Management Areas.

Culture and Leisure

- 2.39 Museums associated with Hartlepool's maritime heritage and other important cultural facilities including the art gallery and Town Hall theatre which are all located within the central part of the borough and comprise a significant focus for Hartlepool's growing tourism economy. In particular, the Hartlepool Maritime Experience is a major regional/national visitor attraction. There are a number of parks and recreation facilities throughout the town and three green wedges that provide important links between the countryside and the heart of the urban areas. On the fringes of the built up area are three golf courses and a country park at Summerhill.

Future Challenges

2.40 Hartlepool has, over recent years, seen substantial investment, particularly from government funding streams; this investment has completely transformed the environment, overall prosperity and above all Hartlepool's image. The Council wish to build on the previous successes but are faced with severe budget cuts. Below is an analysis of the main strengths, weaknesses, opportunities and threats facing the borough.

Table 10: Hartlepool SWOT Analysis

Strengths	Weaknesses	Opportunities	Threats
<ul style="list-style-type: none"> Successful allocation of Enterprise Zones Compactness of main urban area Expanding population Sense of community / belonging Partnership working Good track record in delivering physical regeneration Diverse, high quality and accessible natural environment Diverse range of heritage assets including the maritime, industrial and religious Availability of a variety of high quality housing Successful housing renewal High levels of accessibility by road Lack of congestion Good local road communications Direct rail link to London Good local rail services Active and diverse voluntary and community sector Positive community engagement Successful event management Small business and SME development Growth of visitor market High quality tourist attractions High quality expanding educational facilities. 	<ul style="list-style-type: none"> Perceived image Location off main north-south road corridor High deprivation across large areas of the town Low employment rates and high level of worklessness Legacy of declining heavy industrial base Small service sector Imbalance in the housing stock Shortage of adequate affordable housing Poor health Low level of skills High crime rates Exposed climate Range and offer of retail facilities Reductions in public resources have affected regeneration and employment levels. 	<ul style="list-style-type: none"> Young population, possible asset for future prosperity Can improve the economy and the growing house choice thus improving the recent stabilisation of population levels Availability of land to enable diversification of employment opportunities Potential for development of major research, manufacturing and distribution facilities on A19 corridor Potential for further tourism investment Potential for integrated transport links Major high quality employment opportunities at Victoria Harbour, Queens Meadow and Wynyard Park Success of Tall Ships races and opportunity to bid for the event in the future Plans for development of Tees Valley Metro Established housing market renewal programme New state of the art hospital site in Wynyard Potential New Nuclear Power Station Renewable Energy and Eco Industries Developing indigenous business start-up and growth New government guidance in the form of the NPPF and CIL regulations. 	<ul style="list-style-type: none"> Closure of major employer/s Expansion of area affected by housing market failure Climate change and rising sea levels Lack of financial resources / budget deficits Increasing car ownership and congestion Loss of Tees Crossing Project Access to New hospital Competition from neighbouring out of town retail parks Competition from outlying housing markets Uncertainty in relation to Council budgets Uncertainty in relation to government funding programmes.

Source: Hartlepool Local Plan (2018)

The main challenges this year and the coming years are similar to those in previous years. In particular Hartlepool is challenged by further public expenditure cuts which are still having to be made, meaning that local services will have to be further scaled down and operated on a more constrained budget. Job losses across the borough

are a real threat to the local economy and this is likely to lead to an increase in the number of people seeking welfare benefits in the coming years.

- 2.41 Despite the expenditure cuts Hartlepool will continue to support the development of the local economy and to address the imbalance in the housing stock (including the lack of affordable housing and executive housing) so as to at least maintain the population at its current level and to ensure that the borough remains sustainable and an attractive place to live, work and play.
- 2.42 Planning policies: enable an improvement in the range of housing available (both through demolition and replacement of older terraced housing and provision of a range of new housing); enable the diversification of the local economy and the growth in tourism; encourage the provision of improved transport links and seeks to improve the built and natural environment which will all assist in achieving this aim and improve the quality of life within Hartlepool.
- 2.43 Through policies in the Local Plan and various other strategies and incentives the Council will continue to seek ways to achieve higher economic growth rates in Hartlepool in order to bridge the gap with more prosperous authorities in the region and provide greater opportunities and prosperity for residents.
- 2.44 The attraction and retention of highly skilled workers is viewed as critical to regional and sub-regional economic success, the Council will work with other Tees Valley authorities to ensure the right housing and environmental conditions are available to contribute to population growth and the attraction of key highly skilled workers to the region.

3 IMPLEMENTATION OF THE HARTLEPOOL LOCAL DEVELOPMENT SCHEME

- 3.1 The Hartlepool Local Development Scheme (LDS) sets out a rolling programme for the preparation of Local Development Documents (LDDs) relating to forward planning in Hartlepool.
- 3.2 The LDS is specifically concerned with development documents being prepared over the next three years but also highlights those which are likely to be prepared beyond this period into the future. It sets out the timetable and highlights the key stages for the preparation of new policy documents and when they are proposed to be subject to public consultation. The LDS that relates to this report was approved by Regeneration Services Committee in December 2017.

Implementation of the 2017 Local Development Scheme

- 3.3 Table 11 details the timetable for the 2017 LDS outlining key dates for different stages and delivery of the LDS's main DPD document; the Local Plan (LP) which was adopted early in the financial year in May 2018.
- 3.4 This is the second report covering policies in the 2018 Local Plan. There is no longer a need to review policies from the 2006 Local Plan
- 3.5 To date the following development documents have been adopted within the LDF:
- Local Plan (May 2018)
 - Authorities Monitoring Report (AMR) (March 2021)
 - Green Infrastructure SPD updated (September 2020)
 - Green Infrastructure Action Plan updated (September 2020)
 - Public Rights of Way and Other Access SPD (September 2020)
 - The Wynyard Masterplan (October 2019)
 - Residential Design SPD (September 2019)
 - Statement of Community Involvement (SCI) (September 2019)
 - Local Development Scheme (LDS) (December 2017)
 - New Dwellings outside of Development Limits SPD (August 2015)
 - Seaton Carew Regeneration SPD (September 2015)
 - Planning Obligations SPD (November 2015)
 - Green Infrastructure SPD (January 2015)
 - Shop Fronts and Commercial Frontages Design Guide SPD (2014)
 - Trees and Development SPD (2013)
 - Tees Valley Joint Minerals & Waste DPDs (September 2011)
 - Transport Assessments & Travel Plans SPD (January 2010)
 - Residential extensions SPD (September 2019)

Table 11: Timetable of the adopted Hartlepool Local Plan DPD

Table 1: LOCAL PLAN	
OVERVIEW	
Role and content	To set out the vision and spatial strategy for Hartlepool and the objectives and primary policies for meeting the vision.
Geographical Coverage	Borough-wide
Status	Development Plan Document
Conformity	Must reflect the Hartlepool Community Strategy and be in line with National Planning Policy Guidance and meet the Duty to Co-operate
TIMETABLE / KEY DATES	
Stage	Date
Evidence base Production	November 2013 – March 2015
Issues and Option Drafting stage	March - May 2014
Issues and Options extensive public consultation stage	May – July 2014
Preferred Options Drafting stage	August 2014 – March 2016
Preferred Options extensive public consultation stage	May – July 2016
Publication Stage (Reg. 19 Stage)	December 2016 - February 2017
Submission to Secretary of State (Reg. 22 Stage)	March 2017
Public Hearings (Reg. 24 Stage)	September - October 2017
Inspectors Interim Findings	November 2017
Redrafting Stage and Consultation on Main Mods	December 2017 – February 2018
Inspectors Fact Checking Report	March 2018
Inspectors Final Report (Regulation 25)	March 2018
Adoption (Reg. 26 Stage)	May 2018
ARRANGEMENTS FOR PRODUCTION	
Lead Organisation	Hartlepool Borough Council
Management arrangements	The management arrangements are set out in section 9. The Local Plan will be approved by the Regeneration Committee during the various stages of consultation and ratified by full Council prior to adoption.
Resources Required	Primarily internal staffing resources with use of consultants if necessary for any special studies required

Community and Stakeholder Involvement	In accordance with the Statement of Community Involvement
POST PRODUCTION / REVIEW	
<p>The effectiveness of the primary policies in relation to the vision and objectives of the Local Plan will be assessed in the Authorities Monitoring Report and where necessary reviewed. The Local Plan DPD may be reviewed in the following circumstances:</p> <ul style="list-style-type: none"> A further review of the Community Strategy A significant amendment to the Council's Corporate Vision Policies failing against the Monitoring Framework Associated with the Local Plan – this may trigger a partial review of a particular area of the plan. 	

Source: Hartlepool Borough Council Local Development Scheme December 2017

- 3.6 All the Local Plan milestones and the SPDs preparation milestones were achieved on target.

4 ASSESSMENT OF POLICIES

Introduction

- 4.1 This section of the Authorities Monitoring Report (AMR) assesses the implementation and effectiveness of current planning policies contained in the Hartlepool Local Plan which was adopted this year on 22nd May 2018. The Local Plan covers the period 2016 to 2031 therefore assessment of policies will use baseline information as at April 1st 2016. A comparison will be made between the measured actual effects of policies, baseline information and predicted effects as outlined in the Sustainability Appraisal of the Local Plan policies. This comparison will form the basis of how the policies are performing. Targets and indicators to measure policy performance have been chosen in-line with the adopted monitoring framework as outlined in Appendix 12 of the Local Plan.
- 4.2 The 2012 Regulations⁶ outline the minimum information to be contained in the AMR and these will all be reported accordingly. Specifically, Local Planning Authorities (LPAs) are required to provide information on annual numbers of net additional dwellings, net affordable dwellings as specified in any Local Plan policy within the monitoring period and since the date the policy was first published, adopted or approved. In this instance the reporting base will be from 1st April 2016. It is impractical to assess every single policy of the Local Plan hence policies will be grouped according to the main objectives of the Local Plan.
- 4.3 This section therefore considers the vision, objectives of the 2018 Local Plan, the policies (see Appendix 1) relating to these objectives and some related output indicators for assessing the effectiveness of the policies. A selected number of targets have been included in this report.

Hartlepool Local Plan Objectives, Policies and Indicators

The Hartlepool Local Plan Vision is that:

“Hartlepool by 2031 will be a more sustainable community having achieved the substantial implementation of its key regeneration areas as set out within the Hartlepool Vision; raised the quality and standard of living; increased job opportunities through developing a strong, diverse and thriving local economy which contributes positively to the sub-regional economy; maximised quality housing choices and health opportunities to meet, in full, the current and future needs of all residents. The built, historic and natural environment will have been protected, managed and enhanced, and will contribute to making Hartlepool a safe and attractive place to live, and an efficient and sustainable transport network will integrate its communities within the Tees Valley City Region and beyond. The town will have become a focal destination for visitors and investment.”

⁶ Part 8, 34 (3) of the Town and Country Planning (Local Planning) (England) Regulations 2012

In the context of this vision, the strategy for the Local Plan covers four broad themes each with associated spatial objectives, main policies flowing from the objectives, core output indicators to measure policy performance and targets where set (Table 12).

Table 12: Local Plan themes, objectives, policies, targets and core output indicators (2016-2031)

'Hartlepool's Ambition' Themes	Spatial Objectives for the Local Plan	Local Plan Policies	Core Output Indicators & Targets (if set)
Jobs and the Economy, Lifelong Learning and Skills.	<ol style="list-style-type: none"> 1. To diversify the economic base of Hartlepool and promote an entrepreneurial culture to create more employment opportunities for local people. 2. To develop Hartlepool as a destination of choice for inward investment. 3. To enhance the tourism offer. 4. To support the development of educational and training facilities that will develop a skilled workforce. 5. To facilitate development in the key investment areas in the Borough. 6. To continue to protect and enhance the vitality and viability of the Town Centre. 	LS1, INF1, INF2, INF5, CC3, HSG3-8, EMP1, EMP2, EMP3, EMP4, EMP5, RC1 – RC21, NE1, NE2, LT1, LT2, LT3, LT4, LT5, LT6, RUR5	<p><i>Targets:</i></p> <ul style="list-style-type: none"> - 1950m² of retail/community floorspace - Create 4350 net new jobs (290 jobs/annum) <p><i>Core Output Indicators</i></p> <p>LE1: Total gross amount of additional employment floor space by use class (B1/B2/B8)</p> <p>LE2: Total gross amount of employment floor space lost to non-employment developments</p> <p>LE3: Amount of employment land developed by type (Brownfield or Greenfield)</p> <p>LE4: Available employment land (ha)</p> <p>LE5: Vacancy rates in the Town Centre (number and gross floor space area of empty units)</p> <p>LE6: Number, Type &, Location of permitted applications for tourism/leisure/educational/training facilities</p> <p>LE7: Completed gross floorspace or area for tourism/leisure/educational/training facilities</p>
Strengthening Communities, Community Safety, Housing, Health and Wellbeing	<ol style="list-style-type: none"> 7. To make Hartlepool a safer place by reducing crime and the fear of crime and anti-social behaviour. 8. To support growth in the housing sector and improve the choice, quality and affordability of all types and tenures of housing. 9. To strengthen social cohesion and reduce inequalities by protecting 	INF3, INF4, QP3, QP4, QP5, HSG1-13, NE1, NE2, NE3, NE5, NE6	<p><i>Targets:</i></p> <ul style="list-style-type: none"> - 6150 new dwellings (410/annum) - Of which 74/annum should be affordable and 65/annum should be from HMR sites <p><i>Core Output Indicators</i></p> <p>H1: Housing delivery (and demolitions) at HMR sites</p> <ul style="list-style-type: none"> - 1a: Number of new dwellings on HMR Sites - 1b: Number of Demolitions on HMR sites - 1c Net dwellings delivered on HMR sites

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	<p>and encouraging access to local facilities.</p> <p>10. To encourage healthier and more sustainable lifestyles.</p>		<p>H2: Annual Net Housing Delivery (excludes demolitions and replacements on HMR sites)</p> <ul style="list-style-type: none"> - 2a: net delivery in previous years - 2b: net additional for the reporting year - 2c: Housing delivery target - 2d Actual Net Delivery (per reporting year) - 2e Cumulative Delivery (over Local Plan period) <p>H3: Number and types of affordable dwellings delivered</p> <p>H4: Housing types completed</p>
Environment (excluding Transport) Culture and Leisure	<p>11. To protect, promote and enhance the quality and distinctiveness of the Borough's natural, rural and built environment.</p> <p>12. To protect and enhance the Borough's unique historic environment, cultural heritage and coastline.</p> <p>13. To reduce the causes and minimise the impacts of climate change.</p> <p>14. To maximise the re-use of previously developed land and buildings.</p> <p>15. To reduce the causes and minimise impacts of climate change in particular through the delivery of renewable and low carbon energy development. To provide a safe, attractive and well-designed environment.</p>	<p>LS1, CC1, CC2, CC3, CC4, CC5, QP4, QP7, HSG3, NE1, NE2, NE3, NE4, NE5, NE6, EMP6, RUR1, LT2, LT3, HE1, HE2, HE3, HE4, HE5, HE6, HE7</p>	<p>E1: Changes to sites designated for conservation as a result of planning permissions (i.e. international sites, national sites and local wildlife sites)</p> <p>E2: Quantity & type of green infrastructure gained/enhanced/lost through planning permissions (ha)</p> <p>E3: Amount of wildlife habitat lost/gained as a result of planning permissions (ha)</p> <p>E4: Amount of ancient woodland habitat lost/gained as a result of planning permissions (ha)</p> <p>E5: Amount of priority species lost/gained as a result of planning permissions (ha/number)</p> <p>E6: Amount of municipal waste arising and % recycled</p> <p>E7: Number and capacity of permitted and installed renewable energy developments</p> <p>E8: Number of approved planning applications in rural areas</p> <p>E9: Types of approved developments in rural areas</p> <p>E10: Number of locally listed buildings and structures</p> <p>E11: Number of locally listed buildings /structures at risk</p> <p>E12: Number of conservation area appraisals taken</p>
Environment (Transport)	<p>16. To ensure the provision of a safe, efficient and sustainable transport network, accessible to all.</p> <p>17. To strengthen transport links with the Tees Valley sub-region, region and beyond.</p>	<p>LS1, INF1, INF2</p>	<p>T1: Number & lengths of roads created/ improved to reduce congestion</p> <p>T2: Number & lengths of cycleways created, improved or lost</p> <p>T3: Number, Types & lengths of public walkways and coastal routes created, diverted improved or lost</p>

Source: Hartlepool Local Plan 2018 – 1st three columns

- 4.4 The core output indicators and set targets have been selected to ensure they follow the SMART principle i.e. they are Specific, Measurable, Achievable, Realistic and have a Time element. Data relating to the indicators is collected and collated annually. It will be analysed and compared to the baseline information and predicted effects from the Sustainability Appraisal. A commentary will be given to indicate how the policies are performing and whether or not they are being implemented.
- 4.5 Policies can divert from their intended objectives in the course of monitoring over a period of time. It is important to note that policy diversion does not necessarily mean policy failure but instead point out to unintended policy consequences which can either be positive or negative. Unintended consequences act as trigger points to consider policy review. The review will depend on the nature and extent of the policy diversion and whether there is any justification for the diversion or not. All policies that divert from their intended path will be flagged up for possible review and intervention measures to be taken.
- 4.6 The next section assesses the policies under the following sub-sections:
- A) Local Economy (Output Indicators LE1-LE7)
 - B) Housing (Output Indicators H1-H5)
 - C) Environmental Quality (Output Indicators E1-E7)
 - D) Historic Environment and Rural Area (Output Indicators HR1-HR5)
 - E) Transport and Infrastructure (Output Indicators T1-T3)

A LOCAL ECONOMY

This section assesses policies that impart on the local economy covering all land allocated or designated for employment; i.e. industrial, commercial, retail, education, leisure and tourism.

Employment Objectives and Policies

Local Plan Spatial Objectives 1, 2 and 5: To diversify the economic base of Hartlepool and promote an entrepreneurial culture to create more employment opportunities for local people; to develop Hartlepool as a destination of choice for inward investment and to facilitate development in the key investment areas in the Borough.

Related Policies

- Identification and criteria for business development at a prestige industrial site Wynyard Business Park (**EMP1**), and a high quality industrial site Queens Meadow (**EMP2**)
- Identification and allocation of sites for a wide range of general employment uses including light and general industry at Oakesway, Longhill/sandgate, Usworth Rd/Park View West, Sovereign Park, Brenda Road, Tofts Farm East/Hunter House, Tofts Farm West, Graythorp Industrial Estate, Zinc Works Road (**EMP3**).
- Identification and criteria for specialist industrial development at Hartlepool Port, West of Seaton Channel, Philips Tank farm, South Works, North Graythorp, Graythorp Waste Management and Able Seaton Port (**EMP4**)
- Identification and safeguarding of land for a nuclear power station at Zinc Works Road/North Gare/Seaton Snook/Able Seaton Port areas (**EMP5**)

Local Plan Spatial Objectives 3, 4 and 6: To continue to protect and enhance the vitality and viability of the Town Centre, enhancing the tourism offer and supporting the development of educational and training facilities that will develop a skilled workforce

Related Policies

- Identifying and defining a hierarchy of retail and commercial centres that will offer a variety of sites that are economically attractive, diverse and in appropriate sustainable locations and/or locations where connectivity can easily be enhanced throughout the Borough (**RC1**)
- Protecting, supporting and enhancing the retail character of the Town Centre ensuring that development is in accordance with policy RC1 and that the Town Centre is the sequentially preferable location for main town centre uses (**RC2**)
- Supporting, protecting and encouraging diversification of commercial and retail development in the Edge of Town Centers (**RC4-RC11**), Retail Parks (**RC12-RC15**) and Local Centers (**RC16**)

- Developing, supporting, enhancing and protecting leisure and tourism facilities including high quality accommodation and cultural assets to build on successful regeneration schemes in designated tourist areas across the Borough including sustainable rural tourism (**LT1-LT6, RUR5**)

Industrial Policies assessment

- 4.8 Most industries in Hartlepool are located in the southern part of Hartlepool and this area is known as the Southern Business Zone (SBZ). The SBZ is a key employment area and a major driver of economic prosperity for the Tees Valley sub-region. A list of all allocated industrial sites are shown in Table 13. The amount of developed land and available land on each site is also shown and this will be reviewed each year to give an indication of land take up for employment purposes.
- 4.9 The Employment Land Review (ELR) endorsed by the Council's Regeneration Services Committee in January 2015 has been used as an evidence base for the adopted Local Plan and also as material consideration whilst making planning decisions. On the basis of the ELR findings and recommendations, the adopted Local Plan reveals a realistic baseline supply of 197.2ha of available employment land from 19 sites across the Borough and these have been allocated and safeguarded for employment purposes until 2031. Table 13 shows the sites allocated for employment (industrial). The information on the table will be used as a baseline for comparison as policies get implemented and developments happen over the course of the Local Plan period up to 2031.

Table 13: Available allocated industrial land

Name	Market Segment	Allocated Uses	Policy Number	Site Area (ha)	Developed/ Committed (ha)	Reserved Land (ha)	Available Land (ha)
Brenda Road East	general employment land	B1,potentially B2,B8 in certain circumstances	EMP3e	3.1	3.1	0	0.0
Graythorp Waste Management	specialist industrial site	B2,potentially polluting or harzadous development	EMP4f	4.1	0.0	0	4.1
Graythorp Industrial Estate	general employment land	B1,potentially B2,B8 in certain circumstances	EMP3h	13.1	13.1	0	0.0
Graythorp Yard/Able Seaton Port	specialist industrial site	B1,potentially B2,B8 in certain circumstances	EMP4g	47.8	0.0	47.8	0.0
Longhill /Sandgate	general employment land	B1,potentially B2,B8 in certain circumstances	EMP3b	73.8	72.8	0	1.0
North Graythorp	specialist industrial site	B2,potentially polluting or harzadous development	EMP4e	28.1	14.5	0	13.6
Oakesway	general employment land	B1,potentially B2,B8 in certain circumstances	EMP3a	38.8	20.2	0	18.6
Park View West	general employment land	B1,potentially B2,B8 in certain circumstances	EMP3c	19.2	17.4	0	1.8
Philiphs Tank Farm	specialist industrial site	B2,potentially polluting or harzadous development	EMP4c	150.4	47.0	103.4	0.0
Queen's Meadow	high quality employment site	B1,potentially B2,B8 in certain circumstances	EMP2	65.0	20.3	0	44.7

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South Works	specialist industrial site	B1,potentially B2,B8 in certain circumstances	EMP4d	131.3	110.8	20.5	0.0
Sovereign Park	general employment land	B1,potentially B2,B8 in certain circumstances	EMP3d	20.9	9.5	0	11.4
The Port	specialist industrial site	B1,potentially B2,B8 in certain circumstances	EMP4a	106.0	45.9	0	60.1
Tofts Farm East/Hunter House	general employment land	B1,potentially B2,B8 in certain circumstances	EMP3f	44.2	43.6	0	0.6
Tofts Farm West	general employment land	B1,potentially B2,B8 in certain circumstances	EMP3g	34.1	25.9	0	8.2
Usworth Road	general employment land	B1,potentially B2,B8 in certain circumstances	EMP3c	14.1	13.7	0	0.4
West of Seaton Channel	specialist industrial site	B2,potentially polluting or hazardous development	EMP4b	77.1	33.1	44	0.0
Wynyard Park	prestige employment site	B1,potentially B2,B8 in certain circumstances	EMP1	30.7	0.0	0	30.7
Zinc Works Road	general employment land	B1,potentially B2,B8 in certain circumstances	EMP3i	3.0	3.0	0	0.0
Total Area (ha)				904.8	493.9	215.7	195.2

Source: Hartlepool Borough Council 2021

- 4.10 A number of core output indicators have been selected to measure the effectiveness of the policies which seek to diversify and improve the economy and employment opportunities. These include measures relating to business, leisure and tourism development within the Borough.

Core Output Indicator	LE1: Total gross amount of additional employment floor space by use class (B1/B2/B8)
Core Output Indicator	LE2: Total gross amount of employment floor space lost to non-employment developments
Core Output Indicator	LE3: Amount of employment land developed by type (Brownfield or Greenfield)
Core Output Indicator	LE4: Available employment land (ha)

Table 14: Completed Employment Floorspace 2020/21

	E(g)(i)	B2	B8	Other	Total
LE1: Gross additional employment floor space (m ²)					
Unit 1 C Rivergreen, 3 offices and 1 storeroom	1,200	0	1,233	0	2,433
LE2: Gross employment floor space lost (m ²)					
Total lost (at Wynyard policy EMP1)	8,000	8,000	4,000	0	20,000
Net total completed floorspace (LE1-LE2)	-6,800	-8,000	-2,767	0	-17,567
LE3: Total amount of employment land developed by type					
Greenfield (m ²)	1,200	0	1,233	0	2,433
Brownfield (m ²)	0	0	0	0	0
LE4: Available employment land (ha) = *197.2 – 5.9 (total lost) = 191.3					

Source: Hartlepool Borough Council 2021

*Available employment land as at adoption of Local Plan in 2018 (Table 13)

- 4.8 Table 14 shows a total of 2,433m² gross additional employment floor space from a building at Unit 1C Rivergreen at Queens Meadow industrial area. There has been no employment land uptake from allocated industrial areas for employment use. However, there has been a loss of approximately 2ha employment land at the prestige employment site at Wynyard Park (policy *EMP1*) as a result of a housing development which was granted planning permission at Wynyard Park contrary to planning policy and Economic Development advice to safeguard the allocated employment land. This permission was for the Countryside site (reference H/2019/0473) to the west of *EMP1*. The prestige employment site at Wynyard Park has a total area of 32.7 ha; less the 2 ha it now has approximately 30.7ha of available employment land. Taking into account the loss of 2ha of employment land at Wynyard, there will therefore be a total of 195.2ha of available employment land Boroughwide.
- 4.9 Planning decisions should be made in accordance with the development framework i.e. the Local Plan and relevant development plan documents (see Diagram 1: Hartlepool Local Development Framework). To comply with policy Hsg6 of the Hartlepool Local Plan, development at Wynyard must accord with an approved Masterplan. Therefore, the Wynyard Masterplan is an extension of the Development Plan and is essential to ensure decisions taking place are in line with policies of the Local Plan. It is important to note that the Wynyard Masterplan gives a more detailed framework for development in a way which enabled the delivery of the Local Plan Policies and was endorsed by Regeneration Services Committee in October 2019 and adopted by Stockton Borough Council (who jointly produced the Masterplan) in late 2019.
- 4.10 Although the loss of employment land to housing at Wynyard Park (as a result of the Countryside Housing permission) indicates diversion from policy *EMP1*, it cannot be concluded that there is policy failure. To date there have been no approaches from businesses wishing to develop on the Prestige Employment Site at Wynyard and as such it is not considered the loss of 2ha of employment land out of 32.7ha would at this stage warrant policy failure as there are still over 30ha of employment land available at Wynyard should interest arise.
- 4.11 At the time of writing this report, the government has published and opened rounds of consultations on The White Paper Planning for the Future. The white paper proposes some very significant changes to the current planning system. The outcomes of the consultation have not yet been published by government but it is anticipated that they will involve significant changes to the Planning system in the next couple of years and are likely to require the development of a new Local Plan at which time a new Employment Land Review would be commissioned to ensure sufficient employment land was available within the Borough.
- 4.12 It is still anticipated that the Nuclear Power station will be replaced like for like so therefore when it is decommissioned and a new one built there will be no overall loss or gain in employment floor space. At the time it is replaced there is likely to be a short/medium term increase in employment in terms construction jobs associated with the overlap between decommissioning of the existing plant and creation of a new Power Station. It is also highly likely that there will be new supplier chain

businesses created within this period of decommissioning and building of a new power station.

Town Centre and Town Centre Uses

- 4.13 The Town Centre will continue to be the primary retail and commercial centre in the borough. In accordance with policy **RC1**, the Borough Council will seek to diversify, support and protect the Town Centre as the sequentially preferable location for main town centre uses which include:

- Shops - E(a)
- Financial and Professional Services - E(b)
- Food and Drink - E(c)
- Drinking Establishments - (Sui Generis)
- Hot Food Takeaways - (Sui Generis)
- Business - E(g)
- Hotels (C1)
- Non-residential institutions - E(e-f) and F1
- Assembly and Leisure - E(d) and F2(c-d)
- Theatres and Nightclubs - E(d) and F2(c-d)
- Residential (C2, C2a, C3 and C4)

The above new use classes came into effect this financial year as from 1st of September 2020. The new use classes can be accessed on the following link:

https://www.planningportal.co.uk/info/200130/common_projects/9/change_of_use

- 4.14 Information on vacancy rates provides a useful indication of the viability of the town centre. The Retail Study (2015) reports that vacancy rates in terms of both quantum of floorspace and number of retail units in Hartlepool are significantly above the UK national averages and this potentially reflects a significant contraction in retail provision in Hartlepool. The core output indicators have therefore been selected to monitor vacancy rates and town centre uses.

Core Output Indicator LE5: Vacancy rates in the Town Centre (number and gross floor space area of empty units)

Table 15: Vacancy Rates in the Town Centre 2020/21

	2016/17	2017/18	2018/19	2019/20	2020/21
Total number of retail units	484	486	476	478	478
Total number of vacant units	101	103	103	102	113
Vacancy Rate (%)	20.9	21.2	21.6	21.3	23.6
Total Floor Space (m ²)	180,598	181,127	139,241	138,963	138,963
Vacant Floor Space (m ²)	20,807	21,796	20,809	20,910	21,055
Vacancy Rate (%)	11.5	12.0	14.9	15	15.2

Source: Hartlepool Borough Council, Annual Retail Survey, 2020/21.

- 4.15 The vacancy rate in terms of floorspace has slightly increased this year to 15.2% from 15% the previous year (Table 15). This is the highest it has been in the past five years. Lack of high quality shops and vacancy rates in the town centre still remains a challenge.
- 4.16 There is a considerable number of smaller businesses opening and shutting down in a short space of time which has not been helped by the Covid19 pandemic which has been extremely challenging for the retail sector. Some shops are seasonal opening only during a certain time of the year to clear goods, or sell goods for events and shutting down for the rest of the year.
- 4.17 Retail policies are performing as expected because the town centre still continues to develop as a retail hub with E and F1 uses accounting for more than 50% of all uses in the town centre, followed by F2 uses. All uses in the town centre are as allocated in the Local Plan in accordance to the retail policies. There is no evident diversion of policy performance.
- 4.18 There have been no town centre uses completions recorded outside of the town centre, edge of town centre, or local centre boundaries. This indicates further that town centre policies are being well implemented with appropriate planning permissions being granted for town centre uses within the town centre. There is therefore no need to review or update any of the town centre retail policies.

Tourism and Leisure Policies Assessment

- 4.19 Tourism has become very important to the Hartlepool economy, the developments at the Marina and Seaton Carew seafront acting as main catalysts to its success. The Local Plan identifies the Town Centre, the Marina, the Headland and Seaton Carew as main tourism destinations and outlines related policies.
- 4.20 Rural tourism in terms of holiday accommodation, camping sites, caravan sites also contributes towards a good tourism offer in the Borough. The Borough has in the past years seen a growth in the number of planning applications being determined for holiday cottages mainly in the countryside.

LE6: Number, Type &, Location of permitted applications for tourism/leisure/educational/training facilities

LE7: Completed gross floorspace or area for tourism/leisure/educational/training facilities

- 4.21 Table 16 shows that there has been a few tourist-related planning permissions granted during this financial year.

Table 16: Planning permissions granted for tourism, leisure, education and training developments 2020/2021.

General Location	Site / Location	Development	Development progress
Town Centre	6 Scarborough Street	Change of use from office to cafe/bar and the installation of a flue at the rear	Started
	The Ward Jackson Church Street	Change of use of rear car park area to beer garden and provision of canopy	Completed
Edge of town centre	none	none	n/a
Other Urban areas	Unit 13, Teesbay Retail Park	Change of use from retail to cafe with provision of outdoor seating	Completed
Marina area	Unit 14-15 Navigation Point	Change of use to A4 Use (bar/drinking establishment) including replacement of existing shop front with bi-fold doors and other associated external alterations, and provision of outside seating and drinking area (to front of Unit 15).	Complete
Headland	none	none	n/a
Seaton Carew	none	none	n/a
Countryside/Rural Area	Ashfield Caravan Park, Ashfield Farm, Dalton Piercy	Change of use of land within Ashfield Caravan Park to site additional 37 static caravan pitches	started
	Abbey Hill Cottages	Erection of a single storey side extension to existing detached laundry/storage building used in association with the holiday cottages and fishing ponds	started

Source: Hartlepool Borough Council, Development Control, approved planning permissions 2020/21

B. HOUSING

This section assesses the implementation of housing policies.

Local Plan Spatial Objectives 2, 3 & 4: To support growth in the housing sector and improve the choice, quality and affordability of all types and tenures of housing and to encourage healthier and more sustainable lifestyles.

Related Policies

- Ensuring that new housing provision in the Borough is delivered through housing sites that have already been permitted and newly identified sites as allocated in the Local Plan (**HSG1, HSG3-HSG8**)
- Ensuring that all new housing, and/or the redevelopment of existing housing areas, contributes to achieving an overall balanced housing stock that meets local needs and aspirations, both now and in the future (**HGS2**)
- Seeking to deliver affordable housing in respect of all applications or proposals for C3 residential developments that consist of a gross addition of 15 dwellings or more. The affordable housing target of 18% will be sought on all sites above the 15 dwelling threshold (**HSG9**)
- Tackling the problem of the imbalance of supply and demand in the existing housing stock through co-ordinated programmes including Housing Market Renewal. Priority will be given to the housing regeneration areas in central Hartlepool identified in the Hartlepool Housing Strategy (**HSG10**)
- Setting out the criteria for residential annexes and residential extensions (**HGS11-12**)
- Seeking contributions/planning obligations from developers where viable and deemed to be required to address affordable housing provision and fund the HMR programme as set out in the Planning Obligations Supplementary Planning Document (**QP1**)

Housing policies assessment

- 4.22 The Strategic Housing Market Assessment (SHMA, 2015) identifies an objectively assessed need (OAN) of 287 dwellings per annum which takes into account the predicted household projections over the plan period of 15 years (2016 to 2031); a backlog from previous years; and aspirations of the Tees Valley Combined Authority to create more jobs and overcome economic development barriers of which housing is one as outlined in their Strategic Economic Plan (2016-2026). The adopted local plan therefore sets an aspirational housing target of **410 net dwellings per annum** which also factors in a replacement of demolitions on Housing Market Renewal (HMR) sites and an additional 20% affordable housing buffer. The HMR initiative identifies a total of 1950 dwellings to be demolished over the plan period at a replacement rate of 50%. Therefore a total of 975 dwellings (i.e. 65 per annum) will be required from HMR sites over the plan period.
- 4.23 Since demolitions from HMR sites have already been accounted for in the 410 dwellings/annum delivery rate, actual demolitions from HMR sites during the plan period will be excluded in calculating the net housing delivery. Demolitions and

delivery from HMR sites will therefore be monitored separately from the rest of other housing sites to avoid double counting in working out total annual demolitions.

Core Output Indicator H1: Housing delivery (and demolitions) at HMR sites

- H1a: number of new dwellings on HMR sites
- H1b: Number of Demolitions on HMR sites
- H1c: Net dwellings delivered on HMR sites (H1a-H1b=H1c)

Core Output Indicator H2: Annual Net Housing Delivery (excludes demolitions and replacements on HMR sites)

- H2a: net delivery in previous years
- H2b: net additional for the reporting year
- H2c: Housing delivery target
- H2d actual net delivery
- H2e Cumulative Delivery (over Local Plan period)

Housing targets

Table 17: Housing targets

	Total net housing required 2016-2031	Source of plan target
Baseline Housing Target	410 per annum	Hartlepool Borough Council Local Plan
Phased Delivery Target for the reporting year	350 per annum	Table 7 of the Hartlepool Local Plan and Hartlepool Borough Council Local Plan Housing Delivery Report (2020)
Revised Delivery Target	464 per annum	Table 2 of the Housing Delivery Report and 5 year housing land supply

Source: Hartlepool Borough Council Local Plan

- 4.24 Table 17 above shows that the overall baseline housing delivery target over the plan period is 410 dwellings/annum. However, it is important to note that the Local Plan has phased the baseline housing delivery target to include 20% affordable housing delivery buffer hence for this year the Local Plan phased target is 350 dwellings/annum.
- 4.25 The revised target has also been calculated to demonstrate the supply, availability of housing land in the borough and how the housing requirement will be met up to 2024/25 taking into account changing economic circumstances and previous years' under delivery. Table 19 shows the under delivery of housing in the borough since the adoption of the Local Plan. This together with a 20% buffer for affordable housing delivery has been taken into account to calculate the revised target of 464 dwellings/annum as shown on Table 17.
- 4.26 Table 18 shows that there has been no housing delivery or demolitions on HMR sites since the adoption of the Local Plan in 2018.

Table 18: Housing delivery and demolitions at HMR sites 2020/21

HMR Site Location/Name	Number of new dwellings on HMR sites (H1a)	Number of Demolitions on HMR sites (H1b)	Net dwellings delivered on HMR sites (H1c)
None	None	None	None

Source: Hartlepool Borough Council

- 4.27 Table 19 shows information on indicator H2 and will be used to demonstrate the annual net delivery of housing as set out in policy HSG1.

Table 19: Annual net housing delivery

Core Output Indicator H2		2017/18	2018/19	2019/20	2020/21
H2a	Net additional dwellings in previous years	265	371	254	
H2b	Net additional dwellings for the reporting year				161
H2c	Housing delivery target (Local Plan)	350	350	350	350
H2d	Actual net Delivery (per reporting year)	-85	+21	-95	-189
H2e	Cumulative Delivery (over Local Plan period)	-85	-64	-159	-348

Source: Hartlepool Borough Council 2020; NB: In relation to actual and cumulative delivery + denotes above target delivery and – (minus) under delivery

- 4.28 In 2020/21 there was a net delivery of 161 dwellings (i.e. 147 new builds, 1 conversion and 13 change of use). The net delivery is 189 dwellings below the baseline housing target of 350 (In the Local Plan Housing Trajectory) and below the OAN of 287 dwellings/annum. It is also 303 dwellings below the revised target of 464 dwellings/annum.
- 4.29 In the previous year 2019/20, there was a shortfall of 159 dwellings hence the cumulative shortfall for this year since the adoption of the Local Plan is 348 dwellings. House building slowed down during the year due to the COVID pandemic. However, the COVID restrictions have since been lifted and developments have resumed with more housing development applications approved. It is therefore anticipated that the building rate will increase throughout the year and there will be more completions next year.
- 4.30 The new build completions this year were mainly Wynyard North Pentagon, Marine Point, Tunstall farm, College Farm and Newholm Court. In addition to ongoing building progress on various housing sites, this year there is a total of 309 new-build starts mainly from greenfield sites hence completions from these new starts will add on to next year's net completions. It is also anticipated that some of the strategic housing sites allocated in the adopted Local Plan (2018) which include

more greenfield housing sites may obtain planning permission. It is therefore expected that housing delivery will increase next year and meet the delivery target. The overall averaged annual target of 410 dwellings is still considered to be an achievable figure and there is currently no need to revise it or any of the housing policies. For further information on housing delivery and the 5 year supply position please refer to the 2019/20 Housing Review and Five Year Supply document⁷

Core Output Indicator H3: Number and types of affordable dwellings delivered

Core Output Indicator H4: Housing types completed

4.31 Affordable housing is defined as follows:

- *Social rented homes* are owned by either local authorities or registered providers (RP). These organisations charge a rent which is set by government guidelines through the national rent regime.
- *Affordable rent* is subject to rent controls that require a rent of no more than 80% of the local market rent (including service charges, where applicable). As local market rents vary from place to place, these are measured by the amount of local housing allowance administered in a particular area.
- The term '*intermediate housing*' includes Discounted Market Sales and a range of routes to home ownership for those who could not achieve home ownership through the market as set out in Annex 2 of the National Planning Policy Framework's (NPPF).

4.32 The SHMA identifies a need for delivery of 144 affordable dwellings per annum. However, due to viability issues the local plan only requires 18% of the 410 net delivery targets and this equates to 74 affordable units per year rather than the identified 144.

Table 20: Number and types of affordable dwellings delivered (H3)

Year	Type			
	Social rent	Intermediate tenure	Affordable rent	Total
2020/2021	0	0	26	26
2019/2020	22	0	52	74
2018/2019	0	0	62	62
2017/18	20	0	16	36

Source: Hartlepool Borough Council, 2021

⁷ https://www.hartlepool.gov.uk/downloads/file/6587/2020_housing_review_and_5yhls_report

- 4.33 Table 20 shows that this year a total of **26 new build affordable homes** (all houses; 26 from Lealholm road) were delivered. This is well below the target of 74 affordable homes. The Borough Council will continue to support the delivery of additional affordable housing through building on council-owned land, partnership working with Registered Providers in the borough and through securing affordable housing contributions as part of private residential developments.
- 4.34 A total of £964,000 S106 funds was received for offsite affordable housing this year (Appendix 5) and £28,923.00 secured (Appendix 6) for offsite affordable housing. Planning permissions were granted for affordable homes in Greatham Station Road and for 81 affordable bungalows at Former Brierton School site. Building on these sites commenced last year and has progressed well throughout this year on both sites. It is therefore anticipated there will be above target delivery of affordable homes and more bungalows in the Borough next year.

Table 21: Housing Types completed (Indicator H4)

Type	Gross Number completed			% of total gross completed		
	2018/19	2019/20	2020/21	2018/19	2019/20	2020/21
Flat/apartment	8	8	15	2.1	3.1	8.9
Terraced house	103	41	27	27.4	16.1	16.1
Semi-detached house	71	39	31	18.9	15.3	18.5
Detached house	162	150	80	43.1	58.8	47.6
Bungalow	32	17	15	8.5	6.7	8.9

Source: Hartlepool Borough Council, 2021

- 4.35 There is a steady increase in the delivery of detached houses in Hartlepool since the adoption of the Local Plan as shown in table 21. At 47.6%, detached houses still account for most dwelling types completed followed by semi-detached houses. The delivery of detached and semi-detached houses in Hartlepool continues to increase yearly since 2016/17. There continues to be a shortage of bungalows in the Borough and the number delivered this year (i.e. 15 bungalows) is less than last year (17 bungalows). As anticipated last year, the proportion of bungalows increased this year and this expected to continue increasing next year as more bungalows will be completed at College farm/Dalton Heights and at former Brierton School site which has permission for 81 bungalows.

C. ENVIRONMENTAL QUALITY

This section analyses policies related to the borough's environment (i.e. natural, built, rural and historic environment). Policies that seek to improve the environment and quality of life by adapting, minimising and mitigating against the effects of climate change will also be analysed in this section.

Local Plan Spatial Objectives 11, 12, 13, 14, 15: To protect, promote and enhance the quality and distinctiveness of the Borough's natural, rural, built and historic environment and to mitigate against the impacts of climate change

Related Policies

- Protecting, managing and enhancing the borough's natural environment and green networks ensuring that sites designated for nature conservation are protected and unharmed by permitted developments (**NE1-7**)
- Protecting, managing and enhancing the rural area (**RUR1-6**)
- Protecting, managing and enhancing the borough's historic environment (**HE1-7**)
- Working with partner organisations, developers and the community to help minimise and adapt to climate change, in particular to minimise flooding risk and encourage reduction, reuse and recycling of waste (**CC1, CC2, QP7, EMP4f**)
- Encouraging renewable and low carbon energy generation, strategic wind turbine developments and large scale solar photovoltaic developments (**CC3, CC4, CC5**)

Natural environment policies assessment

Core Output Indicator E1: Changes to sites designated for conservation as a result of planning permissions (i.e. international sites, national sites and local wildlife sites)

Core Output Indicator E2: Quantity & type of green infrastructure gained/enhanced/lost through planning permissions (ha)

Core Output Indicator E3: Amount of wildlife habitat lost/gained as a result of planning permissions (ha)

Core Output Indicator E4: Amount of ancient woodland habitat lost as a result of planning permissions (ha)

Core Output Indicator E5: Amount of priority species lost/gained as a result of planning permissions (ha/number)

4.36 Table 22 below shows that this year there have been no losses or gains in the total area of habitat in international or national designated sites. However, a loss of 6.02 ha of land within Local Wildlife Sites (LWS) is reported. This loss is comprised of 3.61 ha from Close Woods Complex LWS and 2.41 ha from High Newton Hanzard Meadow LWS. The loss from Close Woods Complex occurred due to development approved under application number H/2014/0581. This development was commenced in 2016, however this loss was not reported at that time. The loss from High Newton Hanzard Meadow is not directly associated

with development but occurred when part of the area was ploughed and converted to arable land. This is likely to have occurred in 2015, and the site was formally reduced in extent and renamed to High Newton Hanzard Verges in 2016, however the loss was not reported at that time.

- 4.37 High Newton Hanzard Verges was reassessed in May 2019 and it was found that development in and around the site has resulted in sufficient degradation of the interest features to warrant de-designation. Accordingly, in June 2019 the site was recommended for deletion to the Natural Assets Working Group of the Tees Valley Local Nature Partnership (TVLNP). The TVLNP will make a recommendation on whether or not the site should be de-designated, if it recommends de-designation this will constitute loss of habitat and will be recorded at that point.

Table 22: Losses or additions to biodiversity habitat as a result of planning permissions 2020/21

		Loss	Addition/Gain	Net Total
Indicator E1,E3	International Sites	0	0	0
	National Sites	0	0	0
	Local wildlife sites (ha)	6.02	0	-6.02
Indicator E2	Quantity of Green Infrastructure (ha)	0*	0*	0*
	Type of Green Infrastructure	unknown	unknown	unknown
Indicator E4	Amount of ancient woodland (ha)	1.05	n/a	-1.05
Indicator E5	Type of priority species	none	none	none
	Amount/number of priority species	0	0	0

Source: Hartlepool Borough Council. N/B *although green infrastructure gain cannot be quantified there has been developer contributions secured through some housing planning permissions.

- 4.38 The quantity and type of green infrastructure lost or gained is not routinely measured or monitored, therefore no definitive measurement can be provided. When determining planning applications the aim is always to secure improvements and offset any losses. However, funding for green infrastructure is secured through S106 developer contributions from planning applications and this can be routinely measured. This year, for green infrastructure, a total of £24,000.00 has been received and £202,262.00 secured through S106 agreements; for ecological mitigation nothing was received but £71,000 is still available and has been carried over from last year. £18,600.00 was secured for ecological mitigation through signed S106 agreements (Appendix 5 and 6).
- 4.39 Ancient woodland is considered to be an 'irreplaceable habitat' due to the length of time required for the habitat to develop its intrinsic value. As such creation of this habitat is not generally considered to be feasible. A total of 1.05 ha of ancient woodland has been lost to development approved under application number H/2014/0581. This development was commenced in 2016, however this loss was not reported at that time.

- 4.40 Priority species are those listed as “of principal importance for the purpose of conserving biodiversity” under the provisions of section 41 of the Natural Environment and Rural Communities Act 2006. There are a total of 943 priority species, including algae, fungi, non-vascular and vascular plants, invertebrates, fish, amphibians, reptiles, birds and mammals. It is therefore not possible to understand losses and gains across all priority species as a result of development. Instead assessment focuses on identifying and preventing potential for significant harm, which could include losses to priority species populations. When determining planning applications the aim is always to prevent losses and secure gains.
- 4.41 Obtaining definitive counts of numbers of animals using an area of land, or likely to be affected by a proposed development, is often impractical due to the cost and time involved in undertaking the required survey. Instead survey effort is focused on identifying the most important areas for biodiversity, often concentrating on legally protected species. Absolute counts are rarely obtained unless protected species licencing is required.

Core Output Indicator E6: Amount of municipal waste arising and % recycled

Core Output Indicator E7: Number and capacity of permitted and installed renewable energy developments

Table 23: The amount of household municipal waste arising

Indicator E6		Landfill	Incineration with E.F.W.	Incineration without E.F.W.	Recycled/ composted	Other	Total Waste Arising	% Recycled/ composted
Tonnes	2020/21	643	26,307	nil	11,625	nil	38,575	30.1
	2019/20	714.01	25,377.37	nil	13,217.08	nil	39,308.46	33.62
	2018/19	172.61	26,952.91	nil	12,921.85	nil	39,765.64	32.5
	2017/18	935.98	25,900.47	nil	12,874.94	nil	39,711.4	33.1
	2016/18	619.3	31,591.08	nil	14,313.85	nil	46,524.06	30.77

Source: Hartlepool Borough Council, 2021.

- 4.42 The total amount of waste arising this year decreased in comparison to the last year. More waste was incinerated compared to last year and the proportion of recycled or composted waste slightly decreased from 33.62% last year to 30.1% this year (Table 23). The Council introduced commingled recycling collections in 2012, which, whilst making recycling easier for residents, had an impact on the quality of material collected. This is being continually addressed by initial sorting (removal of large items of contamination) at the Council's own waste transfer station before the materials are transferred to the sorting facility.

- 4.43 Work is underway to increase recycling participation rates and to reduce levels of contamination, including targeted education, promotions in Hartbeat magazine and the local media, a dedicated Hartlepool Borough Council recycling page and an improved waste management section on the council's website. It is anticipated that these measures will in future lead to an increase in the amount of recycled or composted waste.

Table 24: The amount of renewable energy generation by installed capacity and type 2020/21

Core Output Indicator E7	Wind onshore	Solar photovoltaics	Hydro	Biomass						Total
				Landfill gas	Sewage sludge	Municipal (& industrial) solid waste combustion	Co-firing of Biomass with fossil fuel	Animal biomass	Plant biomass	
Applications Permitted & installed capacity in MW	nil	nil	nil	nil	nil	1	nil	nil	nil	nil
Completed installed capacity in MW	nil	nil	nil	nil	nil	nil	nil	nil	nil	nil

Source: Hartlepool Borough Council approved planning permissions

An application (reference H/2019/0275) was approved for energy recovery (energy from waste) facility at Graythorp.

Rural area development policies assessment

E8: Number of approved planning applications in rural areas

E9: Types of approved developments in rural areas

Table 25: Developments approved outside Limits to Development 2017-2021

Developments Approved	2017/18	2018/19	2019/20	2020/21
Agricultural buildings	2	0	0	0
New dwellings – no agricultural justification	2	0	0	0
New dwellings associated with agricultural existing developments	0	0	0	0
New dwellings associated with rural business developments	1	0	0	0
Extensions to existing dwellings	0	1	0	0
Temporary residence in connection with rural business	0	0	1	0
Replacement dwellings	0	0	0	0
Residential conversions of rural buildings	0	0	0	0
Business conversions of rural buildings (buildings for business)	1	1	0	0
Extensions of gardens	0	0	0	0
Recreational and leisure uses	0	0	1	1 (Change of use of land within Ashfield Caravan Park to site additional 37 static caravan pitches)
Extensions and other works relating to existing businesses	0	1	1	1 (Erection of a single storey side extension to existing detached laundry/storage building used in association with the holiday cottages and fishing ponds)
New buildings associated with business	0	1	0	0
Telecommunications development	0	0	0	0

Source: Hartlepool Borough Council, 2021

- 4.44 The information provided above relates to planning applications approved for development on land outside the limits to development (urban fence and village envelopes). There are two approved developments this year, one at Ashfield caravan park and the other at Abbey hill cottages (Table 25). They are both justified as they relate to existing rural business and rural policies promote growth and

diversification of the rural economy hence this is positive development in the rural area.

- 4.45 The adopted New Dwellings Outside Developments Limits SPD (2015) continues to assist preserve the open countryside from unwanted, unsustainable and unjustified developments of isolated dwellings. If these go unchecked, they could ideally set precedence to isolated residential developments sprouting in unsustainable locations in the rural area and potentially reduce the compactness of the urban area. The rural development policies continue to be implemented and there is therefore no need or justification for their review.

Historic Environment policies assessment

E10: Number of locally listed buildings and structures

E11: Number of locally listed buildings /structures at risk

E12: Number of conservation area appraisals taken

- 4.46 The National Heritage 'At Risk Register' includes a Grade I church in Hartlepool i.e. St Hilda church on the Headland. In addition, two Scheduled Ancient Monuments are considered to be at risk i.e. a Medieval farmstead and irregular open field system at High Burntoft Farm, Elwick; and Low Throston deserted medieval village. Two conservation areas in Hartlepool also appear on the 'At Risk Register', these are Headland and Seaton Carew.

Table 26: Numbers of listed buildings at risk 2020/21

	Buildings at risk
Grade I	Church of St Hilda, High Street, Headland
Grade II	Shades, 16 Church Street
	Beacon Tower, East End of North Pier
	Friarage Manor House, Friar Street
	Market Hotel, Lynn Street
	Throston Engine House, Old Cemetery Rd
	Former Odeon Cinema, Raby Road
	Former Wesley Methodist Church, Victoria Road
	Steel Workers Ward Memorial, Westbourne Rd Social Club
	Church of St Mary, Durham Street
Locally listed buildings	22 & 23 Church Street
	Former Yorkshire Bank, 65 Church Street

Source: Hartlepool Borough Council, 2021.

- 4.47 A Derelict Buildings and Sites Working Group has been established for many years. The Working Group seeks to bring back into use and/or improve a priority list of buildings which does include some of the buildings from the list in Table 27. The council has been working with owners to assist in bringing buildings back into use

and/or improving them for safety reasons or so that they do not appear an eyesore on Hartlepool's street scene. Throston engine house has got planning permission for change of use and alterations to provide a dwelling house but building has not yet commenced.

- 4.48 The Former Wesley Methodist Church in Victoria Road got listed building consent and planning permission last year for change of use to upper floors of main building and annex building into 36-bed hotel; change of use of upper ground floor of main building to mixed A3/A4 Use (restaurant and bar); change of use of lower ground floor of main building to form 5no. commercial units (to be in flexible A1 Use (retail), A2 Use (financial and professional services), A3 Use (restaurants and cafes) or A4 Use (drinking establishment. There has been no commencement of works on the site this year.
- 4.49 The Odeon is still on the market and the council is still seeking a development partner to help deliver a scheme for the building. Although every attempt has been made to negotiate with the land owner it is envisaged that the council will acquire the Odeon through a Compulsory Purchase Order at a later date. Maintenance improvements work on the former Wesley Methodist Church is ongoing.
- 4.50 The council hopes that by publishing an annual 'Heritage at Risk' register, vulnerable heritage assets across the borough will be highlighted and this will most likely raise their profile and potentially introduce them to a new audience who may be able to resolve the problems individual heritage assets are suffering from. As part of the document case studies will be provided where buildings are removed from the list to provide examples of heritage assets where successful solutions have been found in order to provide inspiration to other owners in a similar situation.
- 4.51 There was no conservation area appraisal this year.

D. SUSTAINABLE TRANSPORT AND ACCESS TO THE COUNTRYSIDE

This section analyses policies related to the provision and improvement of the transport network in the Borough. Such a network can offer access to employment opportunities as well as leisure and community facilities, and can have the added benefit of reducing congestion and carbon emissions through reducing car usage. The transport and connectivity policies in the Hartlepool Local Plan have been prepared within the context of the transport challenges and ambitions of the wider Tees Valley sub-region.

Local Plan Spatial Objectives 16, 17: To ensure the provision of a safe, efficient and sustainable transport network, accessible to all and to strengthen transport links with the Tees Valley sub-region, region and beyond

Related Policies

- Working with key partners, stakeholders and other local authorities to deliver an effective, efficient and sustainable transport network, within the overall context of aiming to reduce the need to travel **(INF1)**
- Delivering sustainable transport in Hartlepool by maximising the level of sustainable access to areas of development, particularly through good quality public transport services, safe and attractive well-lit pedestrian and cycle routes and by developing further opportunities for sustainable modes of transport to serve existing communities throughout the Borough **(INF2)**
- Protecting and enhancing the countryside and coastal areas and to make them more accessible for the benefit of the residents and visitors to the borough **(INF2)**

Core Output Indicator T1: Number & lengths of roads created, improved to reduce congestion

Core Output Indicator T2: Number & lengths of cycleways created, improved or lost

Core Output Indicator T3: Number, Types & lengths of public walkways and coastal routes created, diverted improved or lost

Transport policies assessment: cycleways and roads

- 4.52 The Local Plan makes provision for the continued improvement of roads and development of a comprehensive network of cycle routes linking the main areas of the borough. The programme of cycleway improvements supported under the Tees Valley Combined Authority (TVCA) Local Growth Fund (LGF) 'Sustainable Access to Employment' programme continues to plan the construction of cycleways across the borough in accordance to the Hartlepool Cycling Development Plan which is a constantly evolving document (www.hartlepool.gov.uk/cycleplan).
- 4.53 The Local Plan makes provision for the continued improvement of roads and development of a comprehensive network of cycle routes linking the main areas of

the borough. The programme of cycleway improvements supported under the Tees Valley Combined Authority (TVCA) Local Growth Fund (LGF) 'Sustainable Access to Employment' programme concluded in 2021. The programme saw 7 major projects completed linked to the Hartlepool Cycling Development Plan which is a constantly evolving document (www.hartlepool.gov.uk/cycleplan).

4.54 Following the successful LGF programme the Council is currently working with TVCA on the Tees Valley Local Cycling and Walking Infrastructure Plan (LCWIP). This is a Tees Valley wide plan which includes Hartlepool. Key projects will be the development of cycling corridors. For Hartlepool the corridor being explored is the A689 from the Borough border to the Town Centre. At the present time the town centre section from Burn Road to Victoria Road is being looked at in detail. Funding is being sought from a number of sources.

4.55 Table 27 shows that this year a total length of 1.18km of cycleway was improved and 0.3km of new cycleways were created. None were diverted or extinguished.

Table 27: Roads and cycleways 2020/21

			Created/New	Diverted	Extinguished	Improved
2020/21	Cycleways	Name	A689 Cycleway/Walkway (east side) from Brenda Road roundabout to Windermere Road	none	none	A689 Cycleway/Walkway (west side) from Brenda Road roundabout to Burn Road roundabout
		Length (m)	300	none	none	1,180
	Roads	none	none	none	none	none
2019/2020	Cycleways	Name	none	none	none	1) A689 to Brenda Road cycleway/walkway upgrade 2) Bishop Cuthbert Access Improvements
		Length (m)	none	none	none	1) 1020 2) 2950
	Roads		none	none	none	none
2018/2019	Cycleways	Name	Brenda Road cycle lanes			NCN14 upgrade North Burn to Cowpen Bewley
		Length (m)	6 900			670
	Roads		none	none	none	none
		Length (m)	475 (Queens Meadow) 50 (Oakesway)			285
	Roads		none	none	none	none

Source: Hartlepool Borough Council, 2021

Transport policies assessment: walkways and coastal paths

- 4.56 The council will continue to improve access to the countryside and furniture within the countryside so that a more inclusive network will be available to a broader user base. This entails creation of new footpaths and improvement works to the network of existing footpaths. The enacted Marine and Coastal Access Path Act 2009 placed a duty for a coastal path to be created along the whole of the English coastline. The first section of the England Coastal Path is in place between the North Gare car park at Seaton Carew and Sunderland. The Council continues to support initiatives to extend the England Coastal Path southwards from its current terminus at North Gare car park. Table 28 shows developments in relation to Indicator T3.

Table 28: Walkways and coastal paths 2020/21

Core Output Indicator T3						
	Type of Walkway	Created (km)	Diverted (km)	Extinguished (km)	Improved (km)	Locations of paths changed throughout the year
2020/21	Public Rights of Way	0.4	0.75	0	0.4	Public Footpath No.23 Greatham Public Footpath No.31 Hartlepool Public Footpath No.11 Seaton Public Footpath No.3 Dalton Piercy
	Permissive Paths	0	0	0	0	
	England Coast Paths	0	0	0	0.65	Greatham Creek, Brenda Road and Graythorp Industrial Estate
2019/20	Public Rights of Way	0	0	0	0	
	Permissive Paths	0	0	0	0.75	Springwell Community Woodland, Clavering
	England Coast Paths	5.17	0	0	0.3	Tees Road/A178 – Graythorp Industrial Estate, Conoco Phillips, Greatham Creek
2018/19	Public Rights of Way	0	0	0	0.97	Public Footpath No.5, Golden Flatts, Seaton Parish Public Byway No.14, Greatham Parish Public Byway No.4, Newton Bewley Parish Public Byway No.30, Billingham Parish
	Permissive Paths	0	0	0	1.31	Springwell Community Woodland, Clavering North Gare Car Park approach road Tees Road/A178 – Graythorp Industrial Estate, Conoco Phillips, Greatham Creek
	England Coast Paths	0.57	0	0	0	

Source: Hartlepool Borough Council, 2021

- 4.57 Table 29 shows that 0.65 km of coastal path was improved and also 0.4km of public rights of way. A public right of way was also created during the year; 0.4km long and another diverted; 0.75km long. No walkways or coastal paths have been extinguished for the past four years and this indicates that policy INF2 is being implemented hence there is no need for policy review. The borough council will continue to ensure the provision of a safe, efficient and sustainable transport network, accessible to all and to strengthen transport links with the Tees Valley sub-region, region and beyond.

5. CONCLUSION and RECOMMENDATIONS

This report covers the first phase of the Local plan housing delivery which sets a baseline delivery target of 350 dwellings/annum. A net total of 161 new build homes were delivered this year, mainly from Wynyard and Marine Point and various smaller sites. There were no demolitions of permanent dwellings this year. The delivery is below the baseline delivery target and also below the Objectively Assessed Need (OAN) of 287 dwellings/annum. Due to the below target housing delivery, the cumulative shortfall has increased to 348 dwellings during the year. House building slowed down during the year due to the COVID pandemic. However, the COVID restrictions have since been lifted and developments have resumed with more housing development applications approved. It is therefore anticipated that the building rate will increase throughout the year and there will be more completions next year. Whilst only 26 affordable units were delivered this year which was below target it is hoped that the next financial year will see a high delivery rate with sites such as the Brierton School site, Station Road in Greatham, intermediate dwellings on a number of sites as well as delivery on Council lead schemes.

It is therefore expected that housing delivery will increase next year and the coming years to address the shortfall and also to meet the set annual delivery targets. Therefore, there is currently no need to revise the delivery targets or any of the housing policies.

This year there is a total gross of 2,433m² additional employment floor space from a building at Unit 1C Rivergreen at Queens Meadow industrial area. There has been no employment land uptake from allocated industrial areas for employment use. However, there has been a loss of approximately 2ha employment land at the prestige employment site at Wynyard Park (policy EMP1) This loss brings down the available employment land to 195.2ha of available employment land Boroughwide. Although the loss of available employment land to housing at Wynyard Park indicates diversion from policy EMP1, it cannot be concluded that there is policy failure. To date there have been no approaches from businesses wishing to develop on the Prestige Employment Site at Wynyard and as such it is not considered the loss would at this stage warrant policy failure as there is still over 30ha of available employment land at Wynyard should interest arise. There is therefore no need to review employment policies at present.

This year there have been no losses or gains in the total area of habitat in international or national designated sites. However, a loss of 6.02 ha of land within Local Wildlife Sites (LWS) is reported. This loss is comprised of 3.61 ha from Close Woods Complex LWS and 2.41 ha from High Newton Hanzard Meadow LWS. The loss from Close Woods Complex occurred due to development approved under application number H/2014/0581. This development was commenced in 2016, however this loss was not reported at that time. There is ecological concern about loss of wildlife habitat with no compensation or replacement measures put in place. It is highly recommended that housing applications are more closely monitored to

avoid future losses of wildlife habitat as this is detrimental to the natural environment and biodiversity gain.

The total amount of waste arising this year decreased in comparison to the last year. More waste was incinerated compared to last year and the proportion of recycled or composted waste slightly decreased from 33.62% last year to 30.1% this year (Table 23). There were no permitted unjustified residential developments in the countryside outside limits to development hence the rural development policies continue to be implemented. There were no new roads created this year. A total length of 1.18km of cycleway was improved and 0.3km of new cycleways were created. None were diverted or extinguished. A coastal path was improved (0.65 km) and also 0.4km of public rights of way. A public right of way was also created during the year; 0.4km long and another diverted; 0.75km long. No walkways or coastal paths have been extinguished for the past four years and this indicates that policy INF2 is being implemented hence there is no need for policy review. The borough council will continue to ensure the provision of a safe, efficient and sustainable transport network, accessible to all and to strengthen transport links with the Tees Valley sub-region, region and beyond.

Overall as illustrated by the assessment of the local plan policies, all policies are performing accordingly, however, wildlife policies have been flagged up for closer scrutiny and monitoring since there has been an unreported loss of wildlife habitat as a result of a housing development at Wynyard Park. Through continued monitoring, policies will be reviewed annually throughout the local plan period to ensure they are being implemented and that targets are also being met as planned.

Appendix 1: Adopted Local Plan Policies

Theme	Policy	Policy Code
The Locational Strategy	Locational Strategy	LS1
Minimising and Adapting to Climate Change	Minimising and adapting to Climate Change Reducing and Mitigating Flood Risk Renewable and Low Carbon Energy Generation Strategic Wind Turbine Developments Large Scale Solar Photovoltaic Developments	CC1 CC2 CC3 CC4 CC5
Infrastructure	Sustainable Transport Network Improving Connectivity in Hartlepool University Hospital of Hartlepool Community Facilities Telecommunications	INF1 INF2 INF3 INF4 INF5
Quality of Place	Planning Obligations Compulsory Purchase Orders Location, Accessibility, Highway Safety and Parking Layout and Design of Development Safety and Security Technical Matters Energy Efficiency Advertisements	QP1 QP2 QP3 QP4 QP5 QP6 QP7 QP8
Housing	New Housing Provision Ensuring a Sufficient Supply of Housing Land Overall Housing Mix Urban Local Plan Sites The South West Extension Strategic Housing Site High Tunstall Strategic Housing Site Quarry Farm Housing Site Wynyard Housing Developments Elwick Village Housing Development Hart Village Housing Developments Affordable Housing Housing Market Renewal Extensions to Existing Dwellings Residential annexes Gypsy and Traveller Provision	HSG1 HSG1a HSG2 HSG3 HSG4 HSG5 HSG5a HSG6 HSG7 HSG8 HSG9 HSG10 HSG11 HSG12 HSG13
Strengthening the Local Economy	Prestige Employment Site Wynyard Business Park Queen's Meadow Business Park General Employment Land Specialist Industries Safeguarded land for new Nuclear Power Station Underground Storage	EMP1 EMP2 EMP3 EMP4 EMP5 EMP6
Protecting, Managing and Enhancing the Rural Area	Development in the Rural Area New Dwellings Outside of Development Limits Farm Diversification Equestrian Development Rural Tourism Rural Services	RUR1 RUR2 RUR3 RUR4 RUR5 RUR6

5.2 Appendix 1

Retail and Commercial Development	Retail and Commercial centre Hierarchy The Town Centre Innovation and Skills Quarter Avenue Road / Raby Road Edge of Town Centre Area The Brewery and Stranton Edge of Town Centre Area East of Stranton Edge of Town Centre Area Lynn Street Edge of Town Centre Area Mill House Edge of Town Centre Area Park Road West Edge of Town Centre Area West Victoria Road Edge of Town Centre Area York Road South Edge of Town Centre Area The Marina Retail and Leisure Park West of Marina Way Retail and Leisure Park Trincomalee Wharf Retail and Leisure Park Tees Bay Retail and Leisure Park The Local Centres Late Night Uses Area Hot Food Takeaway Policy Main Town Centre Uses on Employment Land Business Uses in the Home Commercial Uses in Residential Areas	RC1 RC2 RC3 RC4 RC5 RC6 RC7 RC8 RC9 RC10 RC11 RC12 RC13 RC14 RC15 RC16 RC17 RC18 RC19 RC20 RC21
Leisure & Tourism Development	Leisure and Tourism Tourism Development in the Marina Development of Seaton Carew Tourism Accommodation Caravan Sites and Touring Caravan Sites Business Tourism, Events and Conferencing	LT1 LT2 LT3 LT4 LT5 LT6
Historic Environment	Heritage Assets Archaeology Conservation Areas Listed Buildings and Structures Locally Listed Buildings and Structures Historic Shopping Parades Heritage at Risk	HE1 HE2 HE3 HE4 HE5 HE6 HE7
Natural Environment and Green Networks	Natural Environment Green Infrastructure Green Wedges Ecological Networks Playing Fields Protection of Incidental Open Space : Landscaping along main transport corridors	NE1 NE2 NE3 NE4 NE5 NE6 NE7

Appendix 2: Neighbourhood Development Orders and Neighbourhood Development Plans

Hartlepool Rural Plan

The Hartlepool Rural Plan was adopted in December 2018 and now forms part of the Development Plan for Hartlepool. It can be accessed at the council website using the following link:

https://www.hartlepool.gov.uk/downloads/download/589/03_hartlepool_rural_neighbourhood_plan

The Headland Neighbourhood Plan

The Headland Neighbourhood Planning Group secured a grant through the Supporting Communities in Neighbourhood Planning Programme to assist them with delivering events and to raise awareness about Neighbourhood Planning but also to commission some consultancy support to develop their Neighbourhood Planning policies. A first draft of the plan has been prepared and the group has reviewed it. This process involved consultation with the local community on current issues and priorities to bring the document up-to-date. The group was successful in obtaining a grant via Locality to undertake the consultation and to commission the Council to produce a proposals map. The draft plan has been reviewed by the Planning Policy Team to ensure conformity with the NPPF and the adopted Local Plan. Progress on the draft plan can be viewed on the council website using the following link:

https://www.hartlepool.gov.uk/downloads/download/106/04_headland_neighbourhood_plan

Wynyard Neighbourhood Plan

The Wynyard Neighbourhood Plan Working Group, a sub-committee of the Wynyard Residents Association accessed funding from the Supporting Communities in Neighbourhood Planning Programme to support the initial stages of plan development. The group commissioned the services of a consultant to assist with the preparation of a first draft of the plan. They also secured the support of consultants Aecom (via Locality) to prepare a masterplan for the Wynyard Neighbourhood Plan area. The policies of the plan have been drafted and the group has undertaken a consultation exercise with residents in the plan area prior to completing the first draft of the plan. To-date, consultation in relation to the early stages of plan development has included a household survey conducted within the Neighbourhood Plan boundary and through a number of local community events and workshops. The Wynyard masterplan was adopted in October 2019. Current progress on the plan can be viewed on the council website using the following link:

https://www.hartlepool.gov.uk/downloads/download/107/05_wynyard_neighbourhood_plan

Appendix 3: Duty to Cooperate

This section reflects the requirements of section 33A of the Planning and Compulsory Purchase Act 2004⁸ (Duty to co-operate in relation to planning of sustainable development) in relation to the time period covered by this report.

The Duty to co-operate requires:

- councils and public bodies to ‘engage constructively, actively and on an ongoing basis’ to develop strategic policy
- councils to have regard to the activities of the other bodies; and
- councils to consider joint approaches to plan making.

The bodies that the council must cooperate with are set out in the Town and Country Planning (Local Planning) (England) Regulations 2012, part 2, duty to cooperate, (4) (1).

Co-operation with Strategic Partners in Hartlepool

The Council works closely with numerous partners across Hartlepool to develop strategic policies that help improve the lives of residents. Statutory boards include the Health and Wellbeing Board where political, clinical, professional and community leaders from across the care and health system come together to improve the health and wellbeing of the local population and reduce health inequalities. The Board has been in place since 2013 and meet on a regular basis to ensure Hartlepool-wide coordination with regards to the health and wellbeing of the Borough.

The second statutory board is the Safer Hartlepool Partnership which is working hard to keep Hartlepool a safe place for people who live, work and socialise in the Borough. The Partnership works alongside a number of key organisations including the police and fire brigade to reduce crime and the fear of crime.

The Council also supports and leads on the Hartlepool Economic Regeneration and Tourism Forum which encourages local businesses and stakeholders to come together and share ideas and successes to help increase prosperity across Hartlepool.

The Council also aims to work in partnership with many key stakeholders across the Borough whenever we are developing new policies and strategies with ongoing dialogue and consultation where necessary to ensure all views and concerns are taken into account throughout the development process.

⁸ PACA as updated by section 110 of the 2011 Localism Act

Other Local Authorities and Sub Regional Organisations

Hartlepool has many established avenues for co-operation on cross border and strategic planning issues. There are long established forums that meet regularly at Tees Valley level. Hartlepool will engage at all stages of the local plan production with these local authorities and particularly with Stockton-on-Tees Borough Council and Durham County Council with whom the borough shares administrative boundaries.

Hartlepool participates in the Tees Valley Development Plan Officers (DPOs) Group meetings. These meetings involve planning policy lead officers from all five Tees Valley Authorities are held every six weeks and discuss strategic planning issues such as housing, transport, waste, biodiversity, and the natural and historic environment.

Development Plan Documents that have been completed at a joint Tees Valley level include The Tees Valley Joint Minerals and Waste Development Plan Documents and the Tees Valley Green Infrastructure SPD. Joint evidence base documents have been produced at this level including the Strategic Housing Market Assessment and the Gypsy and Travellers Accommodation Needs Assessment.

At every other DPO meeting planning officers from authorities that have borders with the Tees Valley are invited to discuss cross border issues. These are:

- Richmondshire District Council
- Durham County Council
- North Yorkshire County Council
- Scarborough Borough Council
- North York Moors National Park Authority

Representatives from organisations such as the Tees Valley Combined Authority, Highways England and the Clinical Commissioning Group are also invited to meetings as necessary.

At a more senior level cross border and strategic planning issues are considered at Tees Valley Planning Managers meeting that take place every two months and Tees Valley Management Group meetings that take place monthly.

As well as the issues covered by the regular Tees Valley meetings there will be more detailed cross boundary meetings between Hartlepool Borough Council and Stockton-on-Tees Borough Council during plan preparation to discuss key issues such as development, housing and employment sites at Wynyard and transport issues relating to the A689 trunk road and the A689/A19 junctions. In early 2019 Hartlepool and Stockton Council's began work on a Masterplan for the Wynyard area which was a requirement of both authorities recently adopted Local Plan.

Hartlepool Borough Council is fully committed to other organisations such as the Combined Authority. The Combined Authority is responsible for delivering growth and economic equity across the Tees Valley. Hartlepool Borough Council is represented on the board of the Combined Authority.

A major recent example of co-operation and collaboration was the establishment of the Tees Valley Enterprise Zones, three sites of which were within Hartlepool. The Enterprise Zones were supported by simplified planning process through Local Development Orders that were adopted in April 2012 and since refreshed in 2015. Two of the LDO's (Queens Meadow and Oakesway) expired at the end of March 2018 with the Port LDO being re-adopted in March 2019 and will be in place until at least the end of March 2020 when the Enterprise Zone status currently is in place until.

Parish Councils

Parish Councils within and adjacent to the borough will be invited by e-mail or letter to comment on Planning Policy documents. Officers will attend Parish Council meetings to address queries regarding the proposals.

Preparation of the 2018 Local Plan

The Inspectors final report was received on the 13th April 2018 and the Local Plan was adopted by full Council on the 22nd May 2018.

During preparation of the Local Plan, a series of meetings were held with Stockton Borough Council to discuss key cross boarder issues that arose regarding housing, employment and transport at Wynyard. A statement of common ground was established and this was referred to during the examination stage of the Local Plan. Officers will continue to hold cross border meetings and targeted sessions with many stakeholders of a strategic nature during the implementation of the Local Plan should strategic issues arise.

Co-operation Relating to the Evidence Base

Hartlepool Borough Council commissioned various reports from consultants as well as produced its own work which fed into the evidence base for the 2018 Local Plan. A number of these evidence studies have been carried out jointly or in liaison with the other Tees Valley Local Authorities where the issue was strategic and crossed the administrative boundary. All Tees Valley Local Authorities were consulted in the production of all our evidence base work.

Summary of co-operation in relation to the Local Plan

Organisation	Nature of Co-operation
Environment Agency	Formally consulted at Issues and Options, Preferred Options, Publication stages of the plan production and at the Main Modifications Stage. Were partners in the development of key evidence base documents including the SHLAA, Water Cycle Study, SFRA Level 1 and Level 2, the SFRA update and the Strategic Sequential Test and the Local Infrastructure Plan.
English Heritage	Were formally consulted at the Issues and Options, Preferred Options, Publication stages of the plan production and at the Main Modifications Stage. Were consulted on key evidence base documents including the SHLAA and the Strategy for the Historic Environment.
Natural England	Were formally consulted at Issues and Options, Preferred Options, Publication stages of the plan production and at the Main Modifications Stage. Were consulted in the production of many of the evidence base documents including the SHLAA, SFRA Level 1 and 2, Tees Valley Green Infrastructure Plan. Key partner in the development of the English Coastal Path.
Civil Aviation Authority	Were formally consulted at Issues and Options, Preferred Options and Publication stages of the plan production.
Homes and Communities Agency (and more latterly Homes England)	Were formally consulted at Issues and Options, Preferred Options, Publication stages of the plan production and at the Main Modifications Stage.
Highways England	Were formally consulted at Issues and Options, Preferred Options, Publication stages of the plan production and at the Main Modifications Stage. Regular meetings have been held with regional representatives of the HA. Highways England has been instrumental in the production of many of the evidence base documents including the Local Infrastructure Plan, the SHLAA etc. Key partner in the management of development at Wynyard. Involved in the preparation and a signatory in a number of Statements of Common Ground.
North Tees & Hartlepool Primary Care Trust	Were formally consulted at Issues and Options, Preferred Options, Publication stages of the plan production and at Main Modifications Stage and for many of the evidence base documents.
The Office of Rail Regulation	Were formally consulted at Issues and Options, Preferred Options, Publication stages of the plan production and at Main Modifications Stage and for many of the evidence base documents
Marine Management Organisation	Were formally consulted at Issues and Options, Preferred Options, Publication stages of the plan production and at Main Modifications Stage and for many of the evidence base documents
Tees Valley LEP (and the Combined Authority)	Were formally consulted at Issues and Options, Preferred Options, Publication stages of the plan production and at Main Modifications Stage and for many of the evidence base documents
Tees Valley Local Authorities	Continuous Informal Engagement and statutory consultations. Formal and informal Engagement at DPO, Planning Managers and Directors of Place Meetings. Engagement at Tees Valley Infrastructure Group. Production of joint evidence base documents. Cross border liaison meeting held with Stock-on Tees Borough Council On-going co-operation with Stockton-on-Tees Borough Council regarding the management of development at Wynyard.

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Durham County Council	Were formally consulted at Issues and Options, Preferred Options, Publication stages of the plan production and at Main Modifications Stage A cross border liaison meeting was held with Durham County Council on 12th April, 2016.
Parish Councils	Were formally consulted at Issues and Options, Preferred Options, Publication stages of the plan production and at Main Modifications Stage.
Cleveland Police	Were formally consulted at Issues and Options, Preferred Options, Publication stages of the plan production and at Main Modifications Stage.
The Coal Authority	Were formally consulted at Issues and Options, Preferred Options, Publication stages of the plan production and at Main Modifications Stage.
National Grid	Were formally consulted at Issues and Options, Preferred Options, Publication stages of the plan production and at Main Modifications Stage.
Northern Gas Networks	Were formally consulted at Issues and Options, Preferred Options, Publication stages of the plan production and at Main Modifications Stage.
Anglican Water	Were formally consulted at Issues and Options, Preferred Options, Publication stages of the plan production and at Main Modifications Stage.
Sport England	Were formally consulted at Issues and Options, Preferred Options, Publication stages of the plan production and at Main Modifications Stage.

Appendix 4: Community Infrastructure Levy (CIL)

The main reason for introducing a CIL is that it would provide a means of securing developer contributions from all qualifying developments to ensure funds are available to cover the cost of new infrastructure required to enable development and to help give clarity to developers on what they will be required to contribute as part of a development. However paying the compulsory CIL levy would be subject to viability of the development and will be charged on a scale of rates.

Whilst the Council will keep the situation under review, the present stance is that CIL will not be implemented within the Borough. The Local Authority, as part of the adoption of the Planning Obligations SPD (November 2015), undertook an assessment of viability on different size development types across the Borough, using evidence from viability assessments which have taken place over the past couple of years. The assessments built in the requested developer contributions and looked at varying levels of affordable housing in order to ascertain a deliverable affordable housing target for the SPD and emerging Local Plan.

The assessments illustrated that the affordable housing need of 44% left developments unviable. A range of scenarios were looked at which identified that a target for affordable housing of 18% should be set.

In undertaking the work and in assessing viability of developments over the past couple of years, it has become apparent that there is very little viability on Brownfield sites within the urban area and to apply CIL to those would render them unviable and therefore prohibit development in the Borough. Even on Greenfield sites both within and on the edge of the urban area viability has had to be considered, and has differed, on a site by site basis. As such it is not considered that the adoption of CIL in the current market conditions would be viable and would likely constrain future housing growth within the Borough due to concerns over viability of developments.

This position was highlighted at the Local Plan Examination and it was confirmed to the Planning Inspector that CIL would not be taken forward as part of the Local Plan and that s106 agreements would continue to be used to secure planning obligations where viable. A Deliverability Risk Assessment was produced to support the Local Plan and illustrate the deliverability of certain types of development when contributions were factored in. This was agreed by developers at the examination.

Appendix 5: Developer Contributions S106 received funds 2020/21

Type of contribution	Amount of money in £000s (thousands)				
	*Opening balance as at 1st April 2020/2020	Amounts received in 2020/21	Subtotal revised balance	Amount spent	Forecast balance remaining as at 31st March 2021
****Affordable Housing	392	964	1356	1356	0
Cycleways	40	0	40	0	40
*****Bus Stop	15	0	-15	0	0
Green Infrastructure	175	24	199	12	187
Maintenance	35	0	35	0	35
Play	125	8	133	7	126
**Off-site recreational	60	0	60	0	60
Public Art	5	0	5	0	5
Security Monitoring	0	0	0	0	0
Sports	118	27	145	0	145
****Ecological mitigation	71	0	71	0	71
Traffic calming	15	0	15	0	15
Education	368	247	615	0	615
Coastal	0	8	8	0	8
***Restoration - security bond	100	0	100	0	100
Total £000s	1519	1278	2782	1375	1407

Source Hartlepool Borough Council, 2021

*Balances relate to amounts received and earmarked for purposes specified in developer agreements, but not yet transferred to a budget/scheme. However further expenditure is in the process of being planned and committed.

** To be used in vicinity of the Britmag site including but not limited to Central Park.

*** Held as security in case of any remedial action required during the operational life of the Wind Turbine.

**** All affordable housing contributions are earmarked for additional HRA houses.

***** This includes £27k for 'Dog Control orders' however if the measures are not needed then the funds are repayable.

***** £15k Accrual re Bus Stop expired - Return funds

Appendix 6: Developer Contributions S106 signed agreements 2020/21

Application Reference	Date of Agreement	Type of contribution and amount £s										
		Play	Green Infrastructure	Built Sport	Education Primary	Highways	Affordable Housing	Play Pitches	Bowling Greens	Tennis Courts	Community Facilities	Ecology
H/2020/0165 Hillcarter Hotel, Church Street	03/03/2021		10,000.00									
H/2020/0219 7 (PLOT C) Musgrave Garden Lane	09/02/2021						9,641.00					
H/2020/0292 9 (PLOT A) Musgrave Garden Lane	09/02/2021						9,641.00					
H/2020/0293 PLOT B 8 Musgrave Garden Lane	09/02/2021						9,641.00					
H/2019/0473 Land at Wynyard Park	03/02/2021		184,512.00		559,003.20	365,241.80						18,600.00
H/2015/0354 Land at Hart Reservoir, Hart	23/12/2020				153,780.00						13,000.00	
H/2019/0348 Land at Newholm Court and Lealholm Road	07/05/2020	7,750.0	7,750.0	7,750.0				7,231.99	154.07	1,767.62		
TOTAL £ secured		7,750.00	202,262.00	7,750.00	712,783.20	365,241.80	28,923.00	7,231.99	154.07	1,767.62	13,000.00	18,600.00

Source Hartlepool Borough Council, 2021.

Hartlepool Borough Council
www.hartlepool.gov.uk

NEIGHBOURHOOD SERVICES COMMITTEE

9th December 2021



Report of: Director of Neighbourhoods and Regulatory Services

Subject: REVIEW OF NEIGHBOURHOOD AND
REGULATORY SERVICES

1. TYPE OF DECISION/APPLICABLE CATEGORY

1.1 Non-key – referral from Full Council.

2. PURPOSE OF REPORT

- 2.1 On 30th September 2021, it was agreed by Full Council, in response to a motion on the work delivered by the Neighbourhoods and Regulatory Services Department that a report would be presented to the Neighbourhood Services Committee for consideration, before taking a further report to Full Council in December.
- 2.2 Therefore this report details the work carried out by the Neighbourhoods and Regulatory Services Department, some of the innovative work that has been undertaken in recent years, highlighting the challenges we have faced and the changes we have seen in service delivery during this time.

3. BACKGROUND

3.1 On 30th September 2021, the following motion was presented to Full Council:

*“Council recognises and celebrates the hard work of our neighbourhood teams and the extraordinary financial and staffing pressures that have been placed upon them due to the £22million plus per year in cuts by the Conservative Government over the last decade.
However, residents are increasingly and rightly angry with the maintenance, upkeep, and cleanliness in many parts of our town. Weeds and grassed areas are overgrowing, green spaces are plagued by litter, broken glass and dog fouling and community assets, like our play areas, are too often in a state of disrepair.
So many Hartlepool people have stepped up through initiatives like the ‘Big Town Tidy Up’ and now we need to follow their lead.*

We need to get back to basics. To live in an environment that is clean and well maintained is a basic right of every citizen of our town and for too many it is simply not being met.

Education, innovation and enforcement are all required if we are to meet these challenges and only bold, new thinking will succeed in achieving the change we need.

Therefore, the council resolves to request that the Neighbourhood Services Committee set up a working group, chaired by an elected member who is not currently burdened with such a position, and which is open to all members, to examine every aspect of this problem and to report back to council, with recommendations, by Christmas.”

- 3.2 In response a Member considered it was more appropriate for the Motion to be dealt with by the Neighbourhood Services Committee, to which all elected members would be invited, and therefore they proposed the following amendment to the motion:

“That the final paragraph of the Motion be amended to delete reference to the setting up of a Working Group and delete reference to ‘an elected member who is not currently burdened with such a position’.

- 3.3 The amendment was accepted and the amended motion was agreed, with no dissent.

4. REVIEW OF NEIGHBOURHOOD AND REGULATORY SERVICES

- 4.1 In carrying out a review of Neighbourhoods and Regulatory Services, it is important to highlight the scale, complexity and variety of functions delivered by this department.
- 4.2 Furthermore this report will detail the scale of the savings already achieved and the subsequent impact of those, how we have adapted and innovated with new ways of working, and concluding with achievements.
- 4.3 The services delivered by Neighbourhood and Regulatory Services are split across Place Management, Regulatory Services and Strategic Policy and Facilities Management.

Place Management

- 4.4 Place Management is responsible for Environmental Services, Fleet Management, Highways, Engineering and Building Design, Passenger Transport, Construction and Planning and Building Control.
- 4.5 Environmental Services covers waste collection and disposal, as well as cleansing and grounds maintenance. The service received over 5,000 requests from residents during 2020-21. We have introduced a full end to end digital transformation whereby from point of contact to service fulfilment, service requests are automatically directed to crews based on location or

task/activity. This new way of working has enabled the service to operate more efficiently with less resources and also created operational savings in time, fuel, printing and paper.

- 4.6 Our Bulky Waste service continues to be in high demand following the introduction of a second team in May 2021. The number of slots subsequently increased from 60 to 120 per week, with the aim of the service being to ensure that residents wait no longer than 5 working days for a collection. There remains a 50% reduction in the cost for residents in receipt of primary benefits, including Council Tax Support. Furthermore the teams now use digital technology to receive collection information and 50% of these bookings are now carried out online. Over 400 residents have provided feedback about their online experience and the average rating of these users is 4.6 out of 5 stars.
- 4.7 Our Fleet Services manages and maintains over 220 vehicles as well as our plant and equipment. Without a well maintained fleet the front line services would fail to deliver for residents. In addition to maintaining our own fleet, the service also brings in external income from sources such as MOT's, taxi testing's and HGV tests.
- 4.8 Our Highways Team are responsible for the plotting of assets including streetlights and grit bins, which are all now available online via maps. This approach makes it easier for residents to report issues, together with more accurate information being passed to Highways Inspectors. Nearly 7,500 service requests were received during 2020-21 and the online user rating was 4.6 out of 5 stars from those providing feedback.
- 4.9 In addition to this they also oversee the resurfacing of the Councils highway, the permitting of road works, the delivery of local safety schemes and the inspection of all our highways and footpaths. The National Driver Offender Retraining Scheme contract is also administered through this team on behalf of Cleveland and Durham police forces.
- 4.10 Our Engineering and Building Design Team are responsible for the design and delivery of all engineering and building projects within the Borough. They also have statutory duties in relation to dangerous structures, flood and coastal risk management, contaminated land, legionella and asbestos. In the financial year of 2018/19 the teams generated over £500,000 of income from both internal and external sources. Over the last 10 years the team has seen its reputation develop within the region which has led to requests to deliver works outside of Hartlepool for both public and private clients.
- 4.11 Passenger Transport provides the mainstream transport for students covering 8 routes and carrying 610 students, making over 115,000 journeys each year. We also cover 80 routes carrying 266 students, making over 50,000 journeys to support children with special educational needs and disability. We also assist Adult Services by providing transport which covers 5 routes making over 22,000 journeys each year, and in addition, we deliver

services for adult education covering 8 routes carrying 36 passengers and making nearly 7,000 journeys.

- 4.12 Over 15,000 residents have a concessionary pass, providing free off-peak bus travel. Residents can apply for, and renew, their pass online by uploading a photograph and attaching supporting information without needing to visit the Civic Centre. During 2020-21 nearly 500 residents took advantage of this new service and they rated their renewal experience as 4.8 out of 5 stars.
- 4.13 The Construction Team covers all elements of building, mechanical and electrical services both for Hartlepool Borough Council, schools and academies and have a growing reputation with neighbouring authorities to generate external income. They previously delivered the Centre for Independent Living which went on to win a national award for Value and are currently undertaking significant restoration works to buildings on Church Street.
- 4.14 Our Planning and Building Control Teams have supported the construction of over 1,200 new residential properties in Hartlepool over the last 5 years. These developments have brought in a significant amount of Section 106 financial contributions to the Borough totalling over £5.2m.

Regulatory Services

- 4.15 Regulatory Services is responsible for Environmental Health, Trading Standards, Licensing, Housing Standards, Community Safety, Civil Enforcement and Emergency Planning.
- 4.16 Regulatory Services receives a significant number of service requests each year. Officers then investigate the issue and take appropriate action, where needed. Service Requests can include dealing with a barking dog, helping an elderly person who has been the victim of a scam, pest control treatments, responding to a food complaint, investigating a fly tipping incident, dealing with a nuisance neighbour or resolving a complaint about a landlord. Nearly 25,000 requests have been carried out in the last 3 years.
- 4.17 Regulatory Services carries out programmed inspections and visits each year to monitor and maintain legal compliance. This work includes visiting food premises to carry out food hygiene inspections, health and safety visits to ensure premises are not posing a risk to customers and/or staff, visiting pubs and other licensed premises to ensure they are operating in accordance with their licence and carrying out sampling of food and other products to test for legal compliance with appropriate standards.
- 4.18 While over the last 3 years the service carried out over 17,000 inspections and visits, the number reduced significantly during 20/21 due to COVID. This meant that physical inspections were not possible for much of the time. The Public Protection Team has, and continues to play, a vital role in 'test and trace' work providing COVID advice and guidance.

- 4.19 COVID has a significant impact on the Public Protection Team in 2020/21 with most officers having to spend some, or all, of their time giving advice to the general public/traders, dealing with complaints or contact tracing. Work carried out during this time included over 2,000 service requests and nearly 2,500 Contact Tracing calls.
- 4.20 The Emergency Planning Unit works across the four Local Authorities of Hartlepool, Middlesbrough, Stockton and Redcar and Cleveland, with Hartlepool being the lead authority. As a local authority our focus in an incident is on supporting the emergency response, facilitating recovery and maintaining key services.
- 4.21 The Unit works to legislation including the Civil Contingencies Act and specific industrial legislation relating to the power station, pipelines and chemical industries. This requires the undertaking of risk assessments, training of staff, development and testing of emergency plans.
- 4.22 The Unit provides the management and secretariat for the Cleveland Local Resilience Forum, a multi-agency partnership of emergency services, local authorities, health agencies and utilities. This ensures that 24/7 advice and guidance to staff and responders is provided through a duty officer function.
- 4.23 The Community Safety team is responsible for the development and co-ordination of the activities of the Safer Hartlepool Partnership. This includes co-ordination of local Prevent activity and responsibility under the Crime and Disorder Act 1998 for the development and implementation of the Borough's Community Safety Plan to reduce crime, anti-social behaviour, substance misuse and offending behaviour.
- 4.24 The team provides a number of services that contribute towards building safer, stronger neighbourhoods across Hartlepool including:
- The anti-social behaviour unit;
 - Victim and crime prevention services;
 - Public space CCTV; and
 - Parking and environmental enforcement services.

Strategic Policy and Facilities Management

- 4.25 The Strategic Policy and Facilities Management Division oversee School Meals, Function Catering, Building Cleaning, Security Contract, Administrative and Support Services.
- 4.26 We work in 37 schools, plus various other buildings, employing over 370 staff covering a total of 540 cleaning and catering posts. Our annual income is close to £5m each year.
- 4.27 Administration and Support Service functions undertaken include information management, performance planning and monitoring, PA's and clerical support, also managing the department's training programme.

Revenue Budget and Savings Implications

- 4.28 Neighbourhoods and Regulatory Services has achieved significant savings in the last few years with the reduction of nearly £1.7m over the last 10 years from its revenue budget.
- 4.29 Unfortunately in recent years our Environmental Services Team has provided the majority of those savings with £1.4m achieved, which has seen the loss of 2 service managers, 2 team leaders, 3 supervisors, 14 drivers/cleansing/grounds maintenance, 4 casual staff, ceasing the use of agency staff, and a reduction in overtime.
- 4.30 In 2016, there were 34 employees working in horticulture, with 16 employed on casual agreements covering the summer months. We also had 5 operatives driving tractors and 12 using our ride on grass cutting machines. By 2021 these numbers were reduced to 29 employees, with only 7 employed on casual agreements, while we were left with 3 operatives driving tractors and 7 using our ride on grass cutting machines.
- 4.31 In 2016, there were 36 employees working in street cleansing, with 7 staff operating our small mechanical sweepers, 3 using our large sweepers and 3 driving our specialist litter bin vehicles. By 2021 there were 24 employees working in the service, with 3 staff operating our small sweepers, only 1 using our large sweeper and 2 driving our specialist litter bin vehicles.
- 4.32 In summary the combined resources for this service has been reduced from 70 core staff and 16 casual workers in 2016, to 53 core staff, 7 casual workers and 3 apprentices in 2021.
- 4.33 From those staffing figures remaining above, we have 45 staff members who are allocated to essential and ongoing work. Those remaining staff carry tasks such as weed management and cleansing duties, fly tipping removal, litter picking open spaces, shrub bed maintenance, hand grass cutting rounds, the maintenance of shopping parades and car parks, marking out sports pitches, maintaining bowling greens, and reacting to customer service/Ward Member requests.
- 4.34 The service has also reduced the number of fleet vehicles it operates, and in the last 5 years we have removed 8 sweepers, 5 mowers and 2 vans from the service to help achieve the necessary savings proposals.
- 4.35 It is also important to highlight the significant impact the COVID pandemic has had on how we deploy our resources due to the number of staff who do not hold a current full driving licence, the loss of staff to sickness/self-isolation, new health and safety protocols introduced to protect our workforce and how we manage and allocate work to our apprentices.
- 4.36 In January 2016 the separate roles of civil car parking and environmental enforcement officer were merged to a general civil enforcement role. At that time there were 17 staff within the team, whereas the current team consists

of 8 Civil Enforcement Officer posts, 2 supervisors and a team leader in this, which is a reduction of 6 employees in the service.

- 4.37 Despite the reduction in those staffing numbers, coupled with the fact that we have not had a full complement of officers over the last 3 years, the performance of the team has significantly increased in 2021 from previous years whereby 173 fixed penalty notices have been issued to date, and in comparison, we only issued 47 in 2018, 24 in 2019 and 53 in 2020.
- 4.38 This improved performance results from the positive change to working practices and by focusing our limited resources on targeting hot spot areas based on excellent intelligence provided by the public, which enables us to often achieve successful results.
- 4.39 Furthermore we are also seeing the benefits of working as part of the integrated Hartlepool Community Safety Team comprising of various Council services, Cleveland Police and Cleveland Fire Brigade, with support from Thirteen Group, whereby intelligence is shared and resources pooled to target areas and deliver the most appropriate action plan to help local residents.

Service Transformations

- 4.40 In order to achieve the significant savings proposals achieved and to help deliver transformational services, Neighbourhoods and Regulatory Services have continued to adapt, innovate and embrace new technology to ensure we can deliver the best services possible for our residents, businesses and visitors alike.
- 4.41 For example the introduction of the Council's On Line Portal enables members of the public to log service requests which enables information to go direct to teams, making the service more efficient, while also ensuring that the person making the request is provided with an update at the appropriate time.
- 4.42 The introduction of a new digital booking solution at the Household Waste Recycling Centre in May 2020 prioritises access for Hartlepool residents, reduces congestion on Burn Road, and complies with COVID secure working practices. More importantly it has enabled the Council to manage the waste being deposited at the site, and by whom, by using hand-held devices to check vehicles in.
- 4.43 This new digital solution developed in-house at nil cost to the Council allows for around 450 visitors per day, providing a much better, stress free visitor experience, with many residents able to make a same-day appointment via the telephone, or online, to visit the site. Staff have noted that we have received excellent positive feedback about the Household Waste Recycling, which can be demonstrated by the feedback we have received from over 8,000 users averaging their experience as 4.55 out of 5 stars, while over 80% of residents booked their slots online.

- 4.44 The introduction of the integrated Hartlepool Community Safety Team comprising of the Council's Community Safety Team, Cleveland Police and Cleveland Fire Brigade, supported by a number of other Council services, and partners such as Thirteen Group and other housing providers has produced a number of positive and successful outcomes through intelligence and information sharing, agreed targeted action plans and the use of shared resources.
- 4.45 In 2019 we moved to an updated system allowing us to issue residents with virtual parking permits. The system is linked to the Officer's mobile phones and this allows them to more efficiently enforce residents parking zones. Furthermore that saved time allows officers to spend additional time on environmental enforcement.
- 4.46 Despite having a number of vacancies within the Civil Enforcement Team throughout the year, the changes in working practices and targeted work have allowed us to dedicate additional resourced to environmental enforcement work. This can be demonstrated by the significant increase in the total number of Section 46 Notices issued, covering informal through to fixed penalty notice, which was 255 in 2019, 583 in 2020, and 1,383 to date in 2021.
- 4.47 These officers have also been carrying out targeted enforcement in known hot spot areas of the Borough in conjunction with partners. Two section 46 operations were carried out in the Burn Valley and Victoria wards and each lasted approximately six weeks, with the work specifically focused on fly tipping in back streets. These locations were identified using intelligence from various sources and the work has brought about noticeable improvements in those areas. This year they have issued 80 littering fixed penalty notices and 40 fly tipping fixed penalty notices to date. In comparison, the numbers for littering were 14 in 2019 and 5 in 2020, while for fly tipping the figures were 19 in 2019 and 35 in 2020, so both demonstrate significant improvements in performance on previous years.
- 4.48 Following a significant increase in fly tipping in 2020 a multi-agency fly tipping working group was established which includes the Council, Cleveland Police, Cleveland Fire, Thirteen Group, Hartlepool Big Town Tidy Up and Plastic Free Hartlepool. The group works to an agenda of Education, Prevention and Enforcement. In addition to the many obvious benefits of reducing fly tipping in the town, it also has a positive impact on deliberate fire setting as many incidents of arson involve using dumped waste/rubbish as the source of the fire.
- 4.49 Furthermore we have carried out a successful media campaign on fly tipping to remind the public of the support, to address some of the myth busting claims and to remind the public that we need their support and intelligence to eradicate this issue.
- 4.50 Work has already begun to reduce the illegal dumping of waste by physically closing off some rural and urban locations that had become dumping hot

spots, additional CCTV cameras have been purchased using external grant funding and a media campaign has been drawn up by HBC Communications Team. This includes the promotion of a 'Fly Tip Off' hotline, increased enforcement of Section 46 and 47 EPA Notices requiring domestic and business waste bins to be used correctly, increased use of CCTV and increased partnership working.

- 4.51 Deliberate fire setting has been identified as one of the initial three priority areas for the newly established Anti-Social Behaviour Working Group and once again this will work to an agenda of Education, Prevention and Enforcement.
- 4.52 We also support a number of individuals/voluntary groups, whose support is invaluable, as they help the Council to keep Hartlepool clean due to those irresponsible people who plague our streets with their anti-social behaviour. The Council provide ongoing support to any individual/group who seeks our assistance in the form of litter pickers, hoops, bags, and the Council will then collect the waste from an agreed point.
- 4.53 One of the first active groups was led by a young girl named Jessica Stone, who in 2017 set up the Seaton Beach Tidy Up and subsequently won a Keep Britain Tidy Award in 2018 due to the work she carried out, while more recently we have the support of the Hartlepool Big Town Tidy Group.
- 4.54 To date, in 2021, over 12,000 bags of litter have been collected by approximately 3,000 Hartlepool residents, either in groups or individually.
- 4.55 We have also installed new signage on the A689 and A179 to aid motorists using those roads, however we have used these signs to promote key messages to visitors and residents. More recently we used this signage to advise motorists of a one lane closure to carry out a litter pick of the A689, which cost approximately £6k.
- 4.56 Finally as we moved into Autumn this year, we were able use some of the additional resources obtained during the COVID pandemic to support us by recommencing with our 'deep cleansing' work that we were unable to carry out last year. This proactive work enables the Council to focus on grassed verges, footpaths, gutters, tree maintenance, etc., and helps to improve our local areas by collectively targeting our resources to the area's most in need across all wards.

Capital Investment

- 4.57 The Council has invested over £3.5m of capital spend in the last 10 years covering Environment, Play Areas and Safety Schemes.
- 4.58 In delivering the Neighbourhood Investment Programme we also secured an additional £1m to support the investment that the Council had committed to improve our neighbourhoods.

- 4.59 Furthermore we have also invested over £100k on new litter bin technology in Seaton, and in doing so, this resulted in additional funding from Thirteen Group resulting in more of these bins being installed in Owton Manor and Davison Drive to address litter issues while providing facilities to help keep streets clean.
- 4.60 This programme of investment has resulted in over £500k of improvements to Rossmere Park in order to enhance the space including the play area, pond and the creation of an events area. There has been further investment to improve play facilities in some of the most popular areas in the Borough in play areas in Ward Jackson Park, Burn Valley, Seaton Park, Coronation Drive and the Headland. This project has also delivered CCTV in parks in order to assist in enforcement work, while improving some of the public realm in locations across the Borough.
- 4.61 Alongside this work there has been investment in Church Street and Church Square to improve pedestrian links around this area, while also improving the amenity spaces as such green spaces, which are scarce in the town centre.
- 4.62 In the past year, we have also invested a significant amount of funding in our highways, such as:
- Highway Resurfacing Schemes – £1,135,000;
 - Cycleway resurfacing – £8,500;
 - Department for Transport Pothole fund – £386,000;
 - New Cycleway investment – £74,000;
 - Wynyard Signalisation – £1,000,000;
 - Reactive Maintenance – £725,000; and
 - Gully Cleaning – £143,000

Achievements

- 4.63 During the last 5 years this service has secured a number of successful achievements to reflect the positive work that is undertaken by dedicated officers, despite the impact of those savings and changes detailed above.
- 4.64 Hartlepool Borough Council has successfully secured the National Driver Offender Retraining Scheme contract for a further 5 years, with a possible extension for an additional 2 years, subject to performance. Consequently we administer the driver training programmes on behalf of both Cleveland and Durham police forces, delivering over 28,000 courses in 2020/21.
- 4.65 We have also successfully tendered for the Eden Academy Trust meaning we will now provide the catering for 4 of their schools, adding 2 new schools to our portfolio.
- 4.66 In the last two years, we have secured almost £2m of Government funding to improve the energy efficiency of homes in Hartlepool and over £400,000

safer streets funding for additional CCTV, improved street lighting, enhancements to alley gates and target hardening.

4.67 As a Council, our work has successfully seen our projects and/or services win, or by nominated for a number of awards, such as:

- Winner of Regional Council of the Year at the Energy Efficiency Awards in 2021;
- RTPI Award Winner for Excellence in Planning for a Successful Economy for the BIS in 2021;
- Best Workforce Initiative Winner for the APSE Service Awards in 2020;
- Facilities Management shortlisted as a finalist for Best Team of the Year at the APSE Service Awards in 2020;
- Building Control shortlisted as a finalist for Best Team of the Year at the APSE Service Awards in 2020;
- Highways shortlisted as a finalist for the most improved highways team at the APSE Service Awards in 2020;
- Awarded Warm up North Highly Commended Council of the year for large scale project in 2020 at the North East Energy Efficiency awards;
- Winner of the Warm up North Winner large Scale Project in 2019 at the North East Energy Efficiency awards;
- Awarded 3rd place at the North East Energy Efficiency awards for our Multi Measures Project in 2019;
- Hartlepool Community Safety Team were given the ROSE (recognition of outstanding service and excellence) Gold Award for continuous improvement in 2019;
- School Catering and Building Cleaning successfully achieved ISO9001:2015 accreditation for the first time in 2019;
- School Catering shortlisted for APSE Performance Network Best Performer in 2019;
- Building Control shortlisted for APSE Performance Network Best Performer in 2019;
- Winner of the Constructing Excellence Sustainability Category for Headland Sea Walls in 2019;
- Winner of the Constructing Excellence Innovation Category for Headland Sea Walls in 2019;
- Winner of the Constructing Excellence Value Category for Headland Sea Walls in 2019;
- Awarded Constructing Excellence Highly Commended Project of the Year in 2019 for Headland Sea Walls;
- Winner of the Institution of Civil Engineer Project of the Year for Whitley Bay Central Promenade in 2019;
- Awarded Client of the Year by the Civil Engineering Contractors Association in 2019;
- Winner of Constructing Excellence Project of the Year in 2018 for Hartlepool Town Wall;

- Winner of Constructing Excellence Value Category for the Centre Independent Living in 2018;
- Winner of Institution of Civil Engineer Project of the Year in 2017 for Hartlepool Town Wall;
- Winner of the Civil Engineering Contractors Association Going the Extra Mile Category in 2017 for Hartlepool Town Wall;
- Winner of the Civil Engineering Contractors Association Project of the Year in 2017 for Hartlepool Town Wall; and
- Winner of the Best Performer in Roads, Highways and Winter Maintenance at the APSE Performance Awards in 2017.

4.68 It is worth noting that in achieving the award for Value in 2019, Hartlepool Borough Council became the first organisation ever to retain the accolade for delivering Value two years in a row, which demonstrates our commitment to deliver innovative and creative schemes based on value and excellence.

5. CONCLUSION

- 5.1 As Director of Neighbourhoods and Regulatory Services I remain extremely proud of the services we provide and despite the challenges that we have, and still face, we have continued to deliver many front line services to residents, visitors and businesses across Hartlepool.
- 5.2 The scale and intensity of the savings made within this department in recent years has meant that we have had to adapt, innovate, transform and evolve as we try to continue to deliver the best services we can.
- 5.3 Taking into account the financial constraints that the Council are encountering, it must be accepted that, with reduced resources, it can have an impact on performance. Furthermore officers have worked tirelessly over the last 21 months in dealing with the COVID pandemic, with many carrying out very different roles to support our most vulnerable residents during the early part of the crisis.
- 5.4 However, despite all of this, our officers are dedicated and committed to the Council, and are doing their upmost to 'catch up' on those services that we were not able to carry out to the high standards that we set ourselves, as we try to return to what is very much the new normal.

6. OTHER CONSIDERATIONS

Finance	No relevant issues
Legal	No relevant issues
Risk Implications	No relevant issues
Consultation	No relevant issues
Staffing	No relevant issues
Child/Family Poverty Considerations	No relevant issues

Equality and Diversity Considerations	No relevant issues
Section 17 of The Crime And Disorder Act 1998 Considerations	No relevant issues
Asset Management Considerations	No relevant issues

7. RECOMMENDATIONS

- 7.1 Members are asked to consider the content of the report and given the detailed review already undertaken, whether any further action is required.

8. REASONS FOR RECOMMENDATIONS

- 8.1 A detailed and comprehensive report is provided following the review of Neighbourhoods and Regulatory Services, and taking into account the scale of cuts to those services, it is acknowledged that innovation and service improvements are a continual aspiration in the pursuit of ensuring the residents, businesses and visitors to Hartlepool are provided with the best services they can within the limited resources available.

9. BACKGROUND PAPERS

- 9.1 Council Minutes – 30th September 2021.

10. CONTACT OFFICERS

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Sign Off:-

- Director of Finance and Policy ☒
- Chief Solicitor/Monitoring Officer ☒

NEIGHBOURHOOD SERVICES COMMITTEE

9th December 2021



Report of: ASSISTANT DIRECTOR – REGULATORY SERVICES

Subject: CIVIL ENFORCEMENT UPDATE

1. TYPE OF DECISION/APPLICABLE CATEGORY

1.1 For information.

2. PURPOSE OF REPORT

2.1 To provide an update to members on the work of the Civil Enforcement Team and the activities they have been involved with during this reporting period.

2.2 At this Committees meeting held on 1st December 2020, it was agreed that a performance report of this service area would be to be submitted for consideration on an annual basis.

3. BACKGROUND

3.1 The Civil Enforcement Officers undertake a wide range of duties which include:

- Littering and littering from vehicles;
- Fly tipping and duty of care;
- Dog fouling, dogs on lead, means to pick up, dog exclusion / restricted access;
- Fly posting;
- Abandoned, nuisance and untaxed vehicles;
- Illegally tethered horses;
- Traffic management and parking enforcement;
- Illegal Traveller encampments; and
- Domestic and commercial waste offences.

3.2 Staffing

3.3 The Civil Enforcement Team consists of a Team Leader, two Supervisors and eight Civil Enforcement Officers. However, during much of the last

reporting period, performance has been hampered by long term staff absence and difficulties with recruiting to vacant posts.

- 3.4 The officers work from 8:00 until 18:00, seven days a week on a rota shift system. When fully staffed this would mean one team of four officers on patrol each day. However due to the staff shortages this has often resulted in between two and four officers per shift which has significantly hampered the effectiveness of the team.
- 3.5 A further three officers have recently now been recruited and once they have passed the necessary police vetting process, this will bring the team up to its full complement of Civil Enforcement Officers.
- 3.6 A further two additional Civil Enforcement Officers have been recruited on 18 month fixed term contracts as a result of a joint partnership agreement with Thirteen Group. During recent consultations with residents, a number of environmental enforcement activities were raised as issues of concern. Consequently Hartlepool Borough Council and Thirteen Group have been able to enter into a partnership agreement with Thirteen to fund two 18 month fixed term posts. The additional posts will effectively mean a total of ten Civil Enforcement Officers providing greater resilience and the ability of the team to work more effectively.
- 3.7 In order to address the sheer volume of service requests the team receive, we have also altered the way reports and investigation requests are dealt with. Previously the team provided a reactive service, which proved ineffective and operationally difficult to keep pace with the level of reports received. As a consequence the team now spend longer periods investigating specific areas of concern, ensuring a visual presence within a prescribed geographical area and concentrating efforts on a multitude of areas of enforcement. As a result 345 person hours have been deployed to patrol in this way over a six month period covering February to July.
- 3.8 **Appendix A** of this reports details the team's activities this year with a comparison of the previous two years. The committee is reminded that part of this reporting period includes the COVID-19 pandemic. The Civil Enforcement Officers worked as "essential workers" during the majority of the lockdown period and the impact on the service during this time was reported to this committee in last year's report.
- 3.9 Officers have issued 40 Fixed Penalty Notices for fly tipping while the team are currently investigating 45 active cases. Reports of fly tipping have decreased from the previous corresponding year, which may be partly reflective of the work of the anti-social behaviour focus group looking at this specific issue. Fly tipping does however remain a significant problem in Hartlepool but it is important that cases of commercial fly tipping and lesser cases of "side waste" are recorded separately. As a consequence, side waste is classed as waste of less than five bin bags. In addition and to hasten the removal of some items, a more efficient mechanism is being developed between the Civil Enforcement and Cleansing Team. The

- deployment of overt CCTV cameras has also been used at 11 specific locations to tackle some of the most prolific hot spot sites for fly tipping.
- 3.10 Several operations have taken place to remove untaxed vehicles from the public highway with a total of 21 vehicles being removed. In addition a further 21 vehicles were deemed abandoned and were served with removal notices of which 11 motor vehicles and 1 caravan were seized and disposed of.
- 3.11 Reports of dog fouling to the team remain constant at 183 for this reporting period. Although the number of Fixed Penalty Notice's issued by the team has marginally increased in this period, it is hoped that the changes to targeted areas of enforcement and increased visual presence will act as a further deterrent. The 345 person hours mentioned in section 3.7 above also includes a significant number of cases where words of advice were offered to owners in relation to dog fouling, keeping dogs on leads and exercising dogs in exclusion or restricted areas, and therefore not all such cases progressed to a formal Fixed Penalty Notice being issued.
- 3.12 The enforcement of Section 46 Notices (residential waste collection) has increased significantly, in part as a result of the revised operational enforcement activities as described in 3.6. Officers have issued 1035 Advice Notices, 210 warning Notices, 70 Notices of intent and 48 Fixed Penalty Notices.
- 3.13 The enforcement of Section 47 Notices for commercial waste collection has also increased. A number of businesses had cancelled commercial waste contracts during lockdown and were slow to reinstate or have an adequate commercial waste bin for the level of activity once they began trading again. As a result officers investigated those businesses failing to comply and a number of warning notices were issued resulting in a noticeable compliance and reduction in overflowing waste bins.
- 3.14 Traffic Management and the number of Penalty Charge Notices issued for parking enforcement contraventions has decreased during this period. This is partly a reflection of current town centre demand and the "first three hour parking for free" initiative that was introduced by the Tees Valley Mayor in an effort to rejuvenate the local economy. This parking promotion has been adopted by all Tees Valley local authorities for a period of 2 years and was introduced in the Hartlepool town centre car parks on 1st February 2021.
- 3.15 Public Space Protection Orders (PSPO's) were introduced at several parks and public open spaces, including the beach and promenade at Seaton Carew. The PSPO's replaced the previous legislative dog control orders, but included several additional offences such as anti-social drinking in public space, and the control of several activities within the parks. Civil Enforcement Officers can issue Fixed Penalty Notices for none compliance of the Public Space Protection Orders.
- 3.16 A new offence has been created under the Traffic Management Act for Littering from Vehicles which places responsibility on the registered owner of the vehicle for any offence committed, rather than the individual responsible

for littering, which had previously been the case under The Environmental Protection Act.

4. PROPOSALS

- 4.1 That Members note this report.
- 4.2 That a performance report for this service continues to be brought to this committee on an annual basis.

5. OTHER CONSIDERATIONS

Risk Implications	No relevant issues
Financial Considerations	No relevant issues
Legal Considerations	No relevant issues
Consultation	No relevant issues
Child/Family Poverty Considerations	No relevant issues
Equality and Diversity Considerations	No relevant issues
Section 17 of The Crime And Disorder Act 1998 Considerations	No relevant issues
Staff Considerations	No relevant issues
Asset Management Considerations	No relevant issues

6. RECOMMENDATIONS

- 6.1 That members note the content of this report.

7. REASONS FOR RECOMMENDATIONS

- 7.1 The report provides members with an overview of the services and functions carried out by the team, as well as detailing the level of reports and enforcement activity carried out by the team over this reporting period.

8. BACKGROUND PAPERS

- 8.1 Neighbourhood Services Committee – Review of Civil Enforcement Provision – 13th March 2020
- 8.2 Neighbourhood Services Committee – Civil Enforcement Update – 1st December 2020

9. CONTACT OFFICERS

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SIGN OFF

Sign Off:-

- Director of Finance and Policy ☒
- Chief Solicitor/Monitoring Officer ☒

Appendix A - Enforcement activity

Details	2019	2020	2021
Fly tipping reports	2107	2547	2208
Fly tipping FPN	19	35	40
Abandoned vehicle reports	144	105	103
Abandoned vehicle removals	9	9	11
Nuisance vehicle reports	79	59	69
Caravan / trailer removals			2
Boat removals			0
Untaxed vehicle reports	10	104	154
Untaxed vehicle removed	40	11	21
Dog fouling reports	220	135	183
Dog fouling FPN's	2	3	4
Dog exclusion FPN's	0	0	0
Dog exclusion prosecution	0	0	0
Dog off lead FPN's	1	3	3
Dog off lead prosecution	0	0	0
Dog - no means to pick up FPN	0	0	1
Section 46 domestic refuse informal written warning	176	418	1035
Section 46 refuse formal written warning	54	111	210
Section 46 refuse intention to serve FPN	19	40	70
Section 46 domestic refuse final notice (FPN)	6	14	48
Section 47 commercial waste written warnings issued		5	5
Section 47 commercial waste FPN issued		1	1
Traveller reports	17	16	1
Traveller FPN/CPW/CPN/ eviction notices served	4	3	0
Tethered horses reports (fly grazing)		12	3
Horses removed		4	0
Fly posting reports	8	10	2
Littering FPN's	14	5	80
Littering prosecutions	1	0	0
Other reports various	356	305	358
CLE 2 forms issued (DVLA reports)	24	13	25
Parking PCN	4722	2410	1953
Smoking FPN	8	5	3
Smoking prosecutions	1	0	0