

PLEASE NOTE VENUE

CULTURE, LEISURE AND TRANSPORTATION PORTFOLIO DECISION SCHEDULE



Tuesday, 20th February, 2007

at 10.00 a.m .

in Conference Room 3, Belle Vue Community , Sports and Youth Centre,
Kendal Road, Hartlepool

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

1. **KEY DECISIONS**

None

2. **OTHER ITEMS REQUIRING DECISION**

- 2.1 Greatham Play Area – Replacement of Existing Play Equipment – *Director of Adult and Community Services*
- 2.2 Adult and Community Services Departmental Plan 2006/07 – 3rd Quarter Monitoring Report – *Director of Adult and Community Services*
- 2.3 Proposal to submit a bid to the Big Lottery Community Libraries Programme by Hartlepool's Library Service – *Director of Adult and Community Services*
- 2.4 Grayfield's Artificial Grass Pitch – Pricing Proposals – *Director of Adult and Community Services*
- 2.5 Mill House Leisure Centre – Waterslide Repairs – *Director of Adult and Community Services*
- 2.6 Recruitment of Part-time Local Access Forum Development Officer – *Director of Adult and Community Services*
- 2.7 Town Wall Paving Scheme – *The Head of Regeneration*
- 2.8 Local Transport Capital Settlement 2007/08 – *Head of Technical Services*

PLEASE NOTE VENUE

- 2.9 Adoption of Highways – Hartlepool Marina – *Head of Technical Services*
- 2.10 Traffic Schemes – *Head of Technical Services*
- 2.11 Hart Primary School - Safer Routes to Schools– *Head of Technical Services*
- 2.12 Seaton Carew Nursery School – Safer Routes to Schools – *Head of Technical Services*
- 2.13 Neighbourhood Services Departmental Plan 2006/07 – 3rd Quarter Monitoring Report – *Director of Neighbourhood Services*
- 2.14 Review of Supported Bus Services – *Head of Technical Services*

3. **REPORTS FOR INFORMATION / DISCUSSION**

- 3.1 Various Rights Programme – *Director of Adult and Community Services*

4. **REPORTS FROM OVERVIEW OF SCRUTINY FORUMS**

None

EXEMPT ITEMS

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

4. **KEY DECISION**

None

5. **OTHER ITEMS REQUIRING DECISION**

- 5.1 Consideration of Modification of Block Sands Paddling Pool (para 5) – *Director of Adult and Community Services*

CULTURE, LEISURE AND TRANSPORTATION PORTFOLIO

Report to Portfolio Holder

20th February 2007



Report of: Director of Adult and Community Services

Subject GREATHAM PLAY AREA – REPLACEMENT OF
EXISTING PLAY EQUIPMENT

SUMMARY

1. PURPOSE OF REPORT

To seek approval from the Portfolio Holder on the replacement of Play Equipment at Greatham.

2. SUMMARY OF CONTENTS

A public consultation has been undertaken by Hartlepool Borough Council Parks and Countryside staff in partnership with the Parish Council and Record Play who were the preferred contractor.

3. RELEVANCE TO PORTFOLIO MEMBER

Play issues are within the remit of the Culture, Leisure and Transportation Portfolio Holder.

4. TYPE OF DECISION

Non-key decision.

5. DECISION MAKING ROUTE

Culture, Leisure and Transportation Portfolio decision meeting, 20th February 2007.

6. DECISION(S) REQUIRED

That the Portfolio Holder notes the results of the consultation undertaken and approves the replacement of the Play Equipment having taken onboard the issues raised by the Parish Council in response to public concerns.

Report of: Director of Adult and Community Services

Subject GREATHAM PLAY AREA – REPLACEMENT OF
EXISTING PLAY EQUIPMENT

1. PURPOSE OF REPORT

- 1.1 To seek approval from the Portfolio Holder on the replacement of Play Equipment at Greatham.

2. BACKGROUND

- 2.1 The existing play area at Greatham was last inspected in December 2006 by the independent inspectors at ROSPA. The summary of the report is attached as an appendix. The Inspectors commented that the play area was in need of immediate replacement.
- 2.2 Funding to replace the play area totalling £40K was secured from Community Services revenue (£5K) Mayors Portfolio (£25K) and the South Neighbourhood Forum (£10K). At a meeting in November 2005 the Parish Council agreed the process to be followed in replacing the play equipment. The Parish Council with Council Officers then undertook the process of selecting a preferred contractor and undertaking a public consultation exercise.
- 2.3 The public consultation undertaken involved consultation with the primary school and Youth group on the specific items of play equipment to be used in order to reach a preferred design stage. Two designs were then put forward for a wider consultation with residents.
- 2.4 At a public meeting held on Monday 22nd January 2007 both plans were discussed and residents were given the opportunity to comment on the designs. The meeting highlighted residents concerns over the proposed equipment in particular the equipment being proposed that would overspill onto the opposite side of the cycle path, outside of the current area of play provision.
- 2.5 Residents were asked to feedback comments regarding the play areas in order for a decision to be made at the Parish Council Meeting on the 25th January 2007. At this meeting the Members supported the replacement of the Current equipment but wished for a more suitable alternative venue for the two pieces of equipment being proposed outside of the existing play area namely the Aerial Runway and the Nutmeg ball game.

3. DETAILS OF THE PROPOSAL

- 3.1 Following the meeting of the Parish Council the recommendations were discussed further in a meeting between Council Officers and a representative from the Parish Council to determine a way forward for the replacement scheme.
- 3.2 It is proposed that the playground be retained within the existing grass triangle of grass to the north of the cycle way.
- 3.3 That equipment be restricted in this location to that for younger children and would include all items identified on the approved option. The play area would also have 1.2m bow top fencing to restrict access from the play area onto the cycle path but would not be required all the way around the site as existing hedges and fences provide a barrier. Further to this the existing right of way around the north westerly side of the play area cannot be impeded.
- 3.4 The proposed aerial runway and nutmeg would not be installed on this site.
- 3.5 The budget provides for the provision of the aerial runway and it is proposed that this budget is ring fenced to play provision in Greatham as part of a separate project, possibly on the Sports Field, for older children who would be more trusted to use a remote site than the younger children who should or would normally be accompanied in the play area.
- 3.6 Whilst the Nutmeg was a popular choice of equipment with young people it will not be provided as part of this development but consideration will be given to its inclusion as a more ambitious future programme in the village.
- 3.7 The final designs, along with projected implementation dates, will be presented in graphical form for display within the village to ensure all residents with an interest in this matter are kept fully informed.

4. CONSULTATION FINDINGS

- 4.1 A summary of the public comments are detailed in the **Appendix 1**.

5. FINANCIAL IMPLICATIONS

- 5.1 None. The proposed play area will be within the original £40K budget. Any residual funding due to the aerial runway not being provided will be held in a separate capital budget for use towards play provision for older children in the Village.

6. RECOMMENDATIONS

That the Portfolio Holder notes the concerns of the residents and approves the installation of the replacement play equipment as detailed in the revised design subject to the proposals listed above.

CONTACT OFFICER: Andrew Pearson, Parks and Countryside Manager

Background Papers

1. Summary of Public Comments received.
2. Proposed Play Area Design (Awaited)

Greatham Play Area Consultation Comments

Design A

I think it would be a good idea because it would keep children safer and there parents would know where they are and they would know that there children are safe.

I think it would be a good idea because it is suitable for older and younger people also it would be safe and people would know where there children are. Another reason it would be a good idea is because if it doesn't happen soon it will not happen at all then there will be even more problems.

I think we should have the park because it would keep children out of trouble. I think it should be placed in the location where the other ones are because more young people live down there. I used to live there and my parents never had any problems, its just old people complaining.

I was very disappointed with some of these people. They come into the village where I have lived for 50 years demanding where children can play. I am a Grandmother and Great Grandmother and all of my children loved to go to the park as they call it on Sunday afternoons. It is the gangs from Owton Manor not the village kids that have done the damage. We have teams of footballers on the green in the grove but they don't bother me. I live and let live.

The idea of replacing and improving play facilities for the children of Greatham Parish is excellent, wherever this equipment is sited it will have some negative points but, as a community we must work together. Some areas of the village have bus roots and public houses some central parts have shops and community centres. Village green activity, we can't expect children to play in isolated areas or split the equipment. Parents and carers can't be in two places at once. I was ashamed of being a villager in the meetings of the 22.1.07.

I live overlooking the proposed play area and would welcome the opportunity to have this facility built for the children and youths of the village – Please let's not wait any longer.

No objections what so ever please build ASAP, for the children and youths in this village they have waited long enough.

I have no objection to the current location of play ground area. I currently live in Saltaire Terrace and my children are in there 20's, I think the children's welfare is most apparent and the location at present is perfect. If however the location was moved to the playing field I would see this as a waste of money. After all children's welfare should be your first and most important priority.

As a resident of the village I think it would be great if you replace the old playground with a new one, as I have young kids and it will be somewhere for them to play and have fun with friends and family.

Being a resident of Hill view I have no objection to the younger children having their playground where it is now as long as it is properly policed to stop youths and teenagers causing havoc late at night. Surely somewhere else could be found for the older children.

The playground for young children is alright where it is. It is the older ones that I have concerns about. After all we are the people who have to live with the noise and carry on that goes on late at night.

It is about time the existing play area was replaced and the kids had somewhere decent to play. It has been long over-due.

We would like the playground for the younger children as there are very few other amusements for them in the village. A playground has already existed in the village for a long time now.

Most popular design with friends and family.

I have three children aged 8, 6, and 4. My family live in Hill View and the new playground would be an ideal place and would benefit all the children in the village. We need to have this for the children of the village. We have waited a long time for something like this.

It is an ideal location, as a replacement to an existing playground. It is wonderful that the money has been made available after many years of neglect.

I think the play area should be built at the same site as the old one as it has always been there and it is a safe place surrounded by houses so the children aren't isolated. It is also well away from the main road.

Design A I feel is more suitable for all ages of children, planned out better than B. This is an excellent idea for the children of Greatham. It is for all ages a safe place. We certainly agree and would love to take our grandchildren to play. As for objections against this, think back to when you were children where did you go?

I want this one because it is near where we live.

At this moment our play area is a disgrace because of teenage vandals. If we get a new playground, to keep it safe I would like a fence around that is locked at night.

I think it will be good for children of all ages.

This site is by far the most suitable play area in the village. It is away from the main roads and not too close to residents. Perfect for children and their safety.

I think Hill View is the ideal location for the play area in regards to safety and space. With regards to youths and vandalism, unfortunately this happens regardless and at least with this area the police will be able to target it.

I think this site for the play area is the most suitable and above all the safest for children and I would prefer this but, would not have any objections if part of design A was situated elsewhere in the village if a suitable and safe location can be found.

I feel it would be best if the small children's play area was where it is now. The older children's activities probably in the playing field but, only if it was policed more and there was a camera in the area.

I have two small children aged 5 and 6 who would really benefit from such a good play ground, as there is nothing else in the area for them to do.

I think that a new play area for the younger children would be a great idea. The younger children should not be singled out because of what the older children have done or have been doing.

I think the behaviour of some of the adults at the meeting was terrible and that they behaved more like the children that they were on about, and the children that were there were more like the adults.

COMMUNITY what does that mean, hopefully it means all the people in the village getting together for the greater good of everyone, but also respecting everyone's wishes in a calm and controlled manner. Sometimes this can be very difficult to achieve.

Everyone's views have to be taken into consideration and compromises reached. I hope I speak for the parents and children who wish this playground to be built.

REMEMBER that this money was allotted to them for this purpose. Children need a safe environment to play outside in the fresh air, not tucked in a building out of sight and out of mind. They need to feel and be happy in their own COMMUNITY I have only lived in this village for a relatively short period of time but I hope that some community spirit still exists here.

In conclusion it would be very sad if this playground was not built. I hope that this will not happen here.

Safe environment and spacious, children have played in Hillview for a long time and problems have never arisen before. My mother lives in Saltaire and will take my children to the play area.

6 more people chose design A.

Design B

The reasons why I have choose option B is because it separates older and younger people so it will solve all problems. It also looks safer and suits all ages. If it doesn't get done soon then the problems are going to stay as they are today.

Objections

They are too big for existing area. The best place for you that size is on the sports field. Split the play area; put the kid's part in the school

that was proposed and the first meeting and the larger part in the sports field. That has good access, parking and open view to keep an eye on.

We will not accept design A or B. we will not accept the proposal for small play area in school grounds on the grapevine we believe this had already been accepted.

After attending the meeting on Monday night, it was suggested that replacing the play area with new modern things for children up to a certain age, and finding somewhere else for the things the older ones want. I live at Saltaire two doors from the play area. The complaint I have is, the noise, swearing, drinking, throwing things in the garden and hearing the vandalism which usually happens after 9pm until sometimes 2am, bigger better things for older children would attract more of this behaviour. Yes they should also have new things but somewhere away from peoples homes so they don't get moaned at and have their own space. Also putting the two together in holiday times would parents with young children want to go where gangs of older youths gather and listen to them swearing, I for one would feel intimidated and would stop going, therefore little ones would miss out. I have no problem listening to the children laughing and having fun; I work at Greatham School and know all of the children there. I just don't like the noise on a night which most of the time is not youths from Greatham, to put all age groups together would spoil it for young ones as it would not be a play area anymore but more of a theme park.

We have had the play area here for years since I was young and played on them. All I ask is you to consider finding somewhere for the older ones to have their fun, their own area to look after, and keep the play area similar but better for young ones.

I do not agree with A or B design. x 2

It is too near to a private housing estate. Valuation of those houses will go down.

Too near to the bicycle path.

A and B design would, in a short time just look like it does now. Think again before you go ahead.

I believe both designs are too large to be in close proximity to the residents of Saltaire and Hillview. Both of these designs will encourage undesirable behaviour (Vandalism, Graffiti, Drugs) late in the evenings and early hours. The present facility has been vandalised again and again. A more suitable location should be found that would be acceptable to all concerned.

Both designs in my opinion are too big to be placed in the existing play area without encroaching onto the ground that is nearer to resident's property. History has already shown that no matter how much is spent on equipment it will be, in time destroyed by the older teenagers congregating in the area after the youngsters have gone, and anti social behaviour leads to the destruction of the equipment spoiling it for the many it was meant for, and making life miserable for the residents nearby. This is turn being reported to the police puts more pressure on an unmarked area of policing. Maybe we don't complain enough to become a 'high priority' for A.S.B. the school now has its own play area, and the older boys already gain access to play football within their grounds. What's to say A.S.B won't happen their either giving us on Hillview two locations as possible 'hot spots'. I am against the existing area.

I am all for small swings etc for two to 6 year olds, but am totally against zip slide and nutmeg etc for older children as they will only attract teenagers from outside Greatham, causing vandalism, drinking alcohol, sniffing glue etc. Hillview is full of middle aged people and sheltered accommodation for pensioners, plus the cemetery and it's the last position to be chosen for zip slide and nutmeg etc.

I do not think the playground should be on Hillview at all as there are quite a lot of old and vulnerable people in the area and the erection of a playground such as this will only encourage the teenagers to come to this area. They will vandalise it and the surrounding area and place the old people at risk. The existing playground is always littered with lighters which they use for sniffing and alcohol cans. A new playground would make this worse.

I do not want a replacement play area at all.

Teenagers at night are a problem in this area. Noise, drinking and litter, plus vandals are all things I don't need. Give us a break and put it somewhere else. Children do need a play area – but not here!

I have a 10 year old son, so the play area would be lovely for him. However, in the summer time the older children hang around, drinking, smoking and swearing. This stops my son from enjoying the play area. I also worry about the older and less able residents of Hillview, they just want a quiet life which I think they are entitled to, and the older children in gangs can be very threatening to all. I think it is a lovely idea for families in Greatham, but a stress and strain for people living in Hillview, as it is a village a close knit community, I think a compromise needs to be reached by all. Maybe police patrol on a night even if it is only every 20 minutes or maybe giving Hillview the community officers mobile numbers. People in Hillview don't want the play area as they are worried and don't trust the police system. I feel Greatham has more suitable areas such as, Green/basket ball courts.

I bought a house in the village as I want a safe place for my son to play. I chose Hillview for this reason. My other reason is I work away a lot, so I need to feel my family are safe while I am not there. The renewal of the play area I feel will jeopardise this as on a night big noisy gangs will form. My family will be afraid and feel intimidated by their behaviour. Also Hillview has a lot of older residents. I feel Greatham has more suitable areas such as Green/basket ball courts.

Please let me explain first and foremost, I do not complain about the swings for the small children but, after having them for more than 16 years its about time someone else had them, as for the rest of the games, we are against them because it will entice all the teenagers from miles around. Let someone else put up with it not as always Hillview.

I would like the play area with the nutmeg and zip wire but, I would not like it to be in Hillview. I think you should put it somewhere else because on a night the teenagers all go down there and make a lot of noise, they also drink and smoke. It's hard to sleep, also when they go down the swings I can't go because my mam does not like me with them.

General Comments (not A and not B)

I would like to see playing equipment for 2 to 8 year olds only in Hillview.

As a long time resident in Hillview, I would like to see swings etc for only small children in Hillview. The larger equipment such as zip slide etc. should be erected on the village green then it is central for all children, whether teenagers or younger children. Maybe it would prevent vandalism to Jubilee seat etc. etc.

As a resident of Hillview and having six grandchildren we believe in having a mall play ground for children up to 10 years old, as for the older group a new place should be found.

I agree with the design for the smaller children, but I feel it will be better if this could be enclosed in some way. I would prefer if the other two items could be placed somewhere else in the village if a suitable site could be found for the older children.

CULTURE, LEISURE AND TRANSPORTATION PORTFOLIO

Report to Portfolio Holder

20th February 2007



Report of: Director of Adult and Community Services

Subject: ADULT AND COMMUNITY SERVICES
DEPARTMENTAL PLAN 2006/07 – 3RD
QUARTER MONITORING REPORT

SUMMARY

1. PURPOSE OF REPORT

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

2. SUMMARY OF CONTENTS

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

3. RELEVANCE TO PORTFOLIO MEMBER

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

4. TYPE OF DECISION

Non-key.

5. DECISION MAKING ROUTE

Portfolio Holder meeting 20th February 2007.

6. DECISION REQUIRED

Achievement on actions and indicators be noted.

Report of: Director of Adult and Community Services

Subject: ADULT AND COMMUNITY SERVICES
DEPARTMENTAL PLAN 2006/07 – 3RD
QUARTER MONITORING REPORT

1. PURPOSE OF REPORT

- 1.1 To inform the Portfolio Holder of the progress made against the key actions identified in the Adult and Community Services Departmental Plan 2006/07 and the progress of key performance indicators for the period up to 31 December 2007.

2. BACKGROUND

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

3. QUARTER THREE PERFORMANCE

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

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

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

- 3.4 Within the Community Services there were a total of 22 actions and 21 Performance Indicators identified in the 2006/07 Departmental Plan. Table 1, below, summarises the progress made, to the 31 December 2006, towards achieving these actions and PIs.

Table 1 – Community Services progress summary

	Community Services	
	Actions	PIs
Green	3	4
Amber	17	9
Red	0	1
Annual	0	7
Completed	2	0
Total	22	21

- 3.5 A total of 5 actions (22.7%) have already been completed or achieved, and the remaining 17 (77.3%) are on target to be completed by the target date. No actions have been highlighted as not being on target.
- 3.6 It can also be seen that 43% of the Performance Indicators have been highlighted as being expected to hit the target. There are only 4 (19%) indicators currently being highlighted as having achieved the target, as many indicators have annual targets ending in March 2007, and will be unable to be signed off until then. One Performance Indicator has been highlighted as not being expected to hit the year end target. (See below). There are 7 indicators (33.3%) that are only collected on an annual basis and therefore no updates are available for those indicators.

Table 2 – Community Services PI's not on target

Ref	Action	Milestone	Comment
LAACL5	Increase annual Leisure Centre attendances from NRF area	Jan 2007 55	2006 results did not meet target, although did not include Brierton and Headland Halls usage.

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

? **The target for sporting qualifications and accreditation was achieved ahead of schedule.**

4. RECOMMENDATIONS

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

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

CULTURE, LEISURE AND TRANSPORTATION PORTFOLIO

Report to Portfolio Holder
20th February 2007



Report of: Director of Adult and Community Services

Subject: PROPOSAL TO SUBMIT A BID TO THE BIG
LOTTERY COMMUNITY LIBRARIES
PROGRAMME BY HARTLEPOOL'S LIBRARY
SERVICE

SUMMARY

1.0 PURPOSE OF REPORT

To inform the Portfolio Holder of the Big Lottery Community Libraries Programme and to seek support for the submission of a bid to the programme.

2.0 SUMMARY OF CONTENTS

- ? A background description of the programme and the type of projects the funding will support.
- ? An outline of the financial implications
- ? A recommendation to support the submission of a bid to the programme

3.0 RELEVANCE TO PORTFOLIO MEMBER

A successful bid to the programme would bring substantial capital funding to the town to support modernisation and development work within the town's libraries and revenue funding to support community based initiatives.

4.0 TYPE OF DECISION

Non-key.

5.0 DECISION MAKING ROUTE

Decision to be taken by the Portfolio Holder.

6.0 DECISION(S) REQUIRED

That the Portfolio Holder support the submission of a bid by Hartlepool's Library Service to the Big Lottery Community Libraries Programme.

Report of: Director of Adult and Community Services

Subject: PROPOSAL TO SUBMIT A BID TO THE BIG
LOTTERY COMMUNITY LIBRARIES
PROGRAMME BY HARTLEPOOL'S LIBRARY
SERVICE

1. PURPOSE OF REPORT

To inform the Portfolio Holder of the Big Lottery Community Libraries Programme and to seek support for the submission of a bid to the programme.

2. BACKGROUND

2.1 The Big Lottery Community Libraries Programme is a national programme open to all local authority library services. The closing date for initial bids is 30th March 2007 and, if the bid is successful, the project would run from March 2008 for three years. The library service has already begun discussion with community partners and Hartlepool Council's Building Consultancy Unit, looking at options, which potentially could be included in a bid.

2.2 Programme aims

- ? To invigorate libraries as centres of wider community learning and development, and learning based activities
- ? To create, improve and develop library spaces that meet the needs of the whole community
- ? To be innovative and promote good practice in the ways libraries are designed and run

2.3 The application process is competitive, open to all local authority library services in England, who will be limited to a maximum of one application.

2.4 All projects must achieve the following programme outcome:

- ? Communities are actively engaged in the development, delivery and management of library services.

2.5 Projects must also achieve two or more of the following programme outcomes:

- ? increased capacity of libraries to act as centres of wider community learning and development
- ? disadvantaged and non-user groups use libraries more.
- ? local libraries are better designed, more accessible and more available to meet the needs of their community
- ? libraries have stronger long-term partnerships with the Voluntary and Community Sector and with other community service providers
- ? library buildings use less energy, pollute less, create less waste and have a reduced contribution to climate change.

2.6 Big Lottery will fund projects that actively engage the community to refurbish, extend or create library spaces that encourage and support a wider range of community learning and development and learning based activities that go beyond the traditional library service offer. These services and facilities will benefit local communities, in particular disadvantaged and disengaged groups, and will meet community needs.

3. FINANCIAL IMPLICATIONS

3.1 This is a competitive programme and not all Local Authority Library Services will be successful in applying for a grant. Grants of between £250,000 and £2 million will be available. The average grant is expected to be around £800,000 for projects running for up to three years. Projects must run for a maximum of three years, and must begin to spend the grant within six months of it being awarded. Big Lottery can fund all or some of the project costs, but encourage authorities to get some of the funding from other sources if possible. For applications for a grant of £ 1.5 million or above, at least 25 per cent of the value of the grant must be provided in match funding.

4. RECOMMENDATIONS

That the Portfolio Holder support the submission of a bid by Hartlepool's Library Service to the Big Lottery Community Libraries Programme.

CULTURE, LEISURE AND TRANSPORTATION PORTFOLIO

Report To Portfolio Holder
20th February 2007



Report of: Director of Adult and Community Services

Subject: GRAYFIELDS ARTIFICIAL GRASS PITCH –
PRICING PROPOSALS

SUMMARY

1. PURPOSE OF REPORT

To seek approval for a proposed pricing structure for the Artificial Grass Pitch at Grayfields Recreation Ground.

2. SUMMARY OF CONTENTS

A summary of comparable prices are detailed along with details of a consultation exercise held with local clubs and organisations and relevant extracts from the original business plan.

3. RELEVANCE TO PORTFOLIO MEMBER

Sport and Recreation issues are within the remit of the Culture, Leisure and Transportation Portfolio Holder.

4. TYPE OF DECISION

Non-key decision.

5. DECISION MAKING ROUTE

Culture, Leisure and Transportation Portfolio decision meeting, 20th February 2007.

6. DECISION(S) REQUIRED

That the Portfolio Holder approves the proposed pricing structure for the Artificial Grass Pitch.

Report of: Director of Adult and Community Services

Subject GRAYFIELDS ARTIFICIAL GRASS PITCH –
PRICING PROPOSALS

1. PURPOSE OF REPORT

- 1.1 To seek approval for a proposed pricing structure for the Artificial Grass Pitch at Grayfields Recreation Ground

2. BACKGROUND

- 2.1 Grayfields is Hartlepool's premier recreation ground. It has benefited from significant capital investment recently resulting in a new pavilion and an artificial grass pitch as well as significant improvements to the grass pitches. The Artificial Grass Pitch is a 60m x 40m third generation pitch. The design of the artificial surface is intended to be as close as possible to football played on a grass surface. It was built as part of the Grayfields Football Development programme and is designed as a training pitch for clubs and organisations to help promote football skills. This was endorsed by the Liveability Portfolio on 12th September 2004 in accepting the grant from the Football Foundation.
- 2.2 There are no pitches of equal size or quality to this pitch within Hartlepool and therefore a new pricing structure is required. Some comparisons have been made with artificial grass pitches on neighbouring authority's educational establishments as well as private sector providers. In addition a comparison is drawn between the artificial grass pitches and indoor five a side prices currently being used in our leisure facilities.
- 2.3 The pitch is primarily a 60m x 40m playing area but due to its size and markings it can be split into two separate small sided games playing across its width.
- 2.4 In setting these prices notice has also been taken of the need to afford opportunities to those target groups set out in the Football Development Plan. These groups are identified as low income groups, women and girls, young people, disabled participants and those from BME communities.

3. CONSULTATION FINDINGS

- 3.1 A consultation has been undertaken with local clubs and organisations to determine interest in the facility. This will determine the programme of use and also the level of charging that would be acceptable to clubs. The final results of club consultation will be available after 14th February. The results will be tabled at the Portfolio meeting.

4. DETAILS OF THE PROPOSAL

Proposed Pricing for Artificial Grass Pitch at Grayfields Full Pitch (Half Pitch)		
	With Floodlighting	Without Floodlighting
Casual Users	Seniors £47.50 (£25.75) Juniors £35.00 (£18.50)	Seniors £43.00 (£23.50) Juniors £32.00 (£17.50)
Active Card Members	Seniors £40.00 (£21.00) Juniors £29.00 (£16.00)	Seniors £36.00 (£19.00) Juniors £25.00 (£13.50)
Active Card Concessions	Seniors £29.50 (£14.00) Juniors £16.50 (£10.00)	Seniors £27.00 (£14.00) Juniors £15.00 (£10.00)
Weekday Daytime Use – Target groups and Schools to support the work of the Football Development Officer.	Not Applicable	All Groups £15.00 (£10.00)
Club Price – available to clubs on a block booking basis. VAT Exempt will be applicable for block bookings over 10 weeks	Seniors £40.00 (£21.00) Juniors £29.00 (£16.00)	Seniors £36.00 (£19.00) Juniors £25.00 (£13.50)

Price Comparisons (Adult Full Pitch with floodlighting)

Proposed Grayfields AGP Price £47.50

Private Sector £64.75

Community Use of School £50.00

Price Comparisons (Junior Members 5 a side - half pitch)

Proposed Grayfields AGP Price £16.00

Mill House Indoor 5 a side £16.00

5. FINANCIAL IMPLICATIONS

- 5.1 Income from the pitch lettings will be used to contribute towards the maintenance costs and staffing of the facility. The estimated maintenance of the facility is expected to be in the region of £9000 per annum with staffing requirements in the region of £12,000. In addition to these costs a sinking fund for carpet replacement is to be established and will amount to £7,000 per annum which was approved. In addition to these costs an allowance should be made for the floodlighting costs, the proposed prices reflect this additional cost.
- 5.2 In order for the facility to achieve cost break even, community use of 16 hours per week would need to be achieved (assuming 50 weeks per year usage at an average senior price of £35.33 per hour).

6. RECOMMENDATIONS

That the Portfolio Holder approves the proposed pricing structure and approves the use of the Active Card and concessionary prices in order to encourage use of the facility by under represented and low income groups.

CONTACT OFFICER: Andrew Pearson, Parks and Countryside Manager

Background Papers

1. Liveability Portfolio, 12th September 2004, Grayfields Recreation Ground Development
2. Mayors Portfolio, 25th September 2003
3. Mayors Portfolio, 27th February 2003
4. Cabinet, 27th January 2003 – Grayfields (Key Decision)
5. Culture and Learning Scrutiny Panel, 14th January 2003 Plan for Grayfields
6. Community Services and Safety Board, 30th November 2001 – Grayfields Recreation Ground
7. Community Services and Safety Board, 1st December 2000 – Forward for Football submission.

CULTURE, LEISURE AND TRANSPORTATION PORTFOLIO

Report To Portfolio Holder

20th February 2007



Report of: Director of Adult and Community Services

Subject: MILL HOUSE LEISURE CENTRE - WATERSLIDE
REPAIRS

SUMMARY

1. PURPOSE OF REPORT

To seek approval for the placing of a contract with a specialist supplier, Nationwide Waterslide Services, to enable essential refurbishment works to be carried out to the waterslide at Mill House Leisure Centre.

2. SUMMARY OF CONTENTS

Full details of the works required are given as well as alternative arrangements to be made for staff during the required closure period for the Centre.

3. RELEVANCE TO PORTFOLIO MEMBER

Portfolio Holder is responsible for Sport and Recreation.

4. TYPE OF DECISION

Non-key decision.

5. DECISION MAKING ROUTE

Culture, Leisure and Transportation Portfolio, 20th February, 2007.

6. DECISION(S) REQUIRED

The Portfolio Holder is requested to approve the placement of a works contract with Nationwide Waterslide Services to allow for essential refurbishment works to be carried out.

Report of: Director of Adult and Community Services

Subject: MILL HOUSE LEISURE CENTRE - WATERSLIDE REPAIRS

1. PURPOSE OF REPORT

- 1.1 To seek approval for the placing of a contract with a specialist supplier, Nationwide Waterslide Services, to enable essential refurbishment works to be carried out to the waterslide at Mill House Leisure Centre.
- 1.2 This report also serves to give details of alternative arrangements to be made for staff during the required closure period of 5th - 9th March, 2007, inclusive.

2. BACKGROUND

- 2.1 A previous report was made to the Culture, Leisure and Transportation Portfolio on 2nd February, 2007. This was to advise the Portfolio Holder of repairs required to the slide and other essential maintenance works required within the Leisure Centre, seeking approval for a full building closure to allow these works to be carried out.
- 2.2 As the Portfolio Holder is aware, the waterslide was originally installed in 1986 and has been maintained on an annual basis ever since. Towards the end of 2005 and into 2006, the gel coating of the slide (the actual ride path area), began to display minor areas of blistering and crazing and despite temporary repairs being undertaken, reached the stage where this was no longer an option.
- 2.3 Following the last maintenance inspection undertaken in August, 2006, it was reported by the company concerned that the surface could no longer be repaired. It was felt that if it was continued to be used, the surface was likely to break down completely and owing therefore to the obvious implications for user safety, the slide was immediately taken out of action. This has now been closed for use since 31st August, 2006.

3. WATERSLIDE REPAIRS - OPTIONS

- 3.1 As previously reported to the Portfolio Holder, the issue of the slide repairs has been difficult to resolve. However, following considerable research, the following options are available to the Council to pursue:-

(a) Option One - Remove the Slide

This option would be to not undertake the repairs at all and removing the slide in its entirety. Estimates received indicate that this would cost in the region of £34,000.

(b) Option Two - Replace the Slide Completely

This would consist of replacing the slide. Dependant on design, this could cost as much as £80,000.

(c) Option Three - Replace the Slide, with the exception of Support Steelwork

This would consist of replacing the “ride” area, but leaving the support steelwork in place and has relied on locating companies who are still in possession of the moulds required for this particular model of waterslide. Five companies have been traced in the UK, but estimated costs for this option are in the region of £60,000.

(d) Option Four - Recoating the Slide Surface

This is a relatively new technology available that officers were previously unaware of when originally researching options available to us. It is, however, only offered by one company in the UK, Nationwide Waterslide Services. Following a site inspection, a quotation of £19,500 has been received.

- 3.2 On the basis of the financial implications concerned, the pursuance of option four and the awarding a works contract to Nationwide Waterslide Services would be the preferred route to take. A view has been taken from the Chief Solicitor, who confirms that as the proposed contract falls within the exception rule 6(ii)(e) of the Contract Procedure Rules relating to limited providers, this course of action would be a legitimate one to take.

4. ALTERNATIVE ARRANGEMENTS FOR CENTRE STAFF

- 4.1 As detailed in the report to Culture, Leisure and Transportation Portfolio on 2nd February, 2007, other essential building maintenance works will be carried out at the same time as the waterslide repairs, that will collectively require a five day building closure, 5th - 9th March, 2007, inclusive.

- 4.2 During this period, as alternative arrangements for staff, a full training programme will be made available. Whilst details of this is yet to be finalised, this will largely focus around the following areas:-

- Equality and Diversity
- Disability Awareness
- Manual Handling
- Customer Care

- Appraisal training to ensure staff make best use of this Personal Development opportunity
- COSHH training relating to a new cleaning chemical supplier via the NEPO contract
- Refresher Emergency Aid training for non-key staff
- Quest Self Assessment Workshops
- “Talk of the Town” interactive quiz

5. FINANCIAL IMPLICATIONS

- 5.1 Full details of the preferred option to undertake the waterslide repairs given in paragraphs 3.1(d) and 32, amounting to £19,500. This can be met by Sport and Recreation’s existing revenue maintenance budgets.

6. RECOMMENDATIONS

- 6.1 The Portfolio Holder is requested to approve the placement of a works contract with Nationwide Waterside Services, amounting to £19,500, as detailed in paragraph 3.1(d), in order to allow for the essential refurbishment works to the waterside to be carried out.

CONTACT OFFICER: Pat Usher, Sport and Recreation Manager

Background Papers

Culture, Leisure and Transportation Portfolio, 2nd February 2007

CULTURE, LEISURE AND TRANSPORTATION PORTFOLIO

Report To Portfolio Holder
20th February 2007



Report of: Director of Adult and Community Services

Subject: RECRUITMENT OF A PART-TIME LOCAL ACCESS
FORUM DEVELOPMENT OFFICER

SUMMARY

1. PURPOSE OF REPORT

To inform the Portfolio Holder of the current development of the Tees Valley Local Access Forum, of which Hartlepool is a member.

To seek approval for the establishment of a new post of Local Access Forum Development Officer to be based in Hartlepool, serving the Tees Valley Local Access Forum.

2. SUMMARY OF CONTENTS

In March 2003, Council Committee approval was sought and gained for the participation in the formation of a Joint Local Access Forum. This Forum is a statutory requirement, arising from Countryside and Rights of Way Act 2000. Section 94 of this Act places a duty on Highway Authorities to establish Local Access Forums. In this case, a Joint Forum was formed between four Local Authorities – namely Middlesbrough, Stockton, Hartlepool and Darlington.

The primary purpose of the Local Access Forum is to advise the Highway Authorities on a range of matters including:-

- Development of recreation and access strategies which cater for a wide range of people, e.g. Rights of Way Improvement Plan.
- Improvements of the Rights of Way Network.
- Implementation, management and revision of statutory rights of access to the countryside.

Since the Tees Valley Local Access Forum's (TVLAF) formation, in September 2003, it has become increasingly obvious to the Forum members

and the advising Rights of Way Officers (one from each Authority) that the administration and provision of secretariat duties takes up too much of the advising officers time. Each year (on a rota basis) one Authority becomes lead authority and has to provide secretariat support and manage the administration of the forum. This is above the normal day to day duties that the officer has to perform. The recruitment of the Local Access Forum Development Officer (LAFDO) would create an interface between the Authorities and the Forum.

This report seeks to gain approval for the appointment of such an Officer.

3. RELEVANCE TO PORTFOLIO MEMBER

Rights of Way are within the remit of the Culture, Leisure and Transportation Portfolio Holder.

4. TYPE OF DECISION

Non-key decision.

5. DECISION MAKING ROUTE

Culture, Leisure and Transportation Portfolio decision meeting, 20th February, 2007.

6. DECISION(S) REQUIRED

That approval is given by the Portfolio Holder to establish the post of Local Access Forum Development Officer on a two year fixed term contract.

To authorise the Director of Adult and Community Services to extend the period of employment beyond two years, so long as funding from the partner Local Authorities is made available.

Report of: Director of Adult and Community Services

Subject RECRUITMENT OF A PART-TIME LOCAL ACCESS FORUM DEVELOPMENT OFFICER

1. PURPOSE OF REPORT

- 1.1 To inform the Portfolio Holder of the current development of the Tees Valley Local Access Forum, of which Hartlepool is a member.
- 1.2 To seek approval for the establishment of a new post of Local Access Forum Development Officer (LAFDO) to be based in Hartlepool serving the Tees Valley Local Access Forum.

2. BACKGROUND

- 2.1 In March 2003, Council Committee approval was sought and gained for the participation in the formation of a Joint Local Access Forum. This Forum is a statutory requirement arising from Countryside and Rights of Way Act 2000. Section 94 of this act places a duty on Highway Authorities to establish Local Access Forums. In this case, a Joint Forum was formed between four Local Authorities – namely Middlesbrough, Stockton, Hartlepool and Darlington.
- 2.2 The main purpose of the Local Access Forum is to advise the Highway Authorities on a range of matter including:-
 - Development of recreation and access strategies which cater for a wide range of people e.g. Rights of Way Improvement Plan.
 - Improvements of the Rights of Way Network.
 - Implementation, management and revision of statutory rights of access to the countryside.

3. CURRENT SITUATION

- 3.1 Since the Tees Valley Local Access Forum's (TVLAF) formation in September 2003, it has become increasingly obvious to the Forum members and the advising Rights of Way Officers (one from each Authority), that the administration and provision of secretariat duties takes up too much of the advising officer's time. Each year (on a rota basis) one Authority becomes lead Authority and has to provide secretariat support and manage the administration of the forum. This is above the normal day to day duties that the officer has to perform.
- 3.2 During recent meetings, the TVLAF membership has unanimously agreed that there is a need of a LAFDO to perform and carry out all these and other

duties. All four LA's have existing budgets to cater for this. In the case of HBC, there is a specific Local Access Forum Budget. This budget has paid for, in the past, secretariat support from Democratic Services, when Hartlepool acted as Lead Authority to the TVLAF.

- 3.3 Darlington, Middlesbrough and Stockton have each said that they cannot host this post, but can contribute their share of the cost. Hartlepool has the potential to host this post
- 3.4 Hartlepool has asked each of the three other Authorities for confirmation that they can fund their own share of the costs (£2,500.00), if the post is to be filled. Hartlepool is awaiting replies from each of these Authorities as official confirmation of this commitment. However, informal email responses from the three authorities shows that they are willing to proceed with their contributions, as mentioned above. The formal responses will be sought in the mean-time.

4. STAFFING PROPOSAL

- 4.1 The duties of this part-time post would include:-
 - Organise and attend all full meetings and workshop meetings
 - Writing up of and drafting minutes of all meetings
 - Preparing agendas
 - Pre-agenda meetings
 - Attend Tees Valley Rights of Way Officers meetings – minuting these meetings
 - Attend and support Regional meetings
 - General day to day correspondence, membership recruitment, TVLAF promotion and advertising, collation all consultation documents
 - Production of the Annual Report
 - Creation and maintenance of a new TVLAF website
 - Keeping up to date with all relevant legislation and the communication of such legislation to the membership.

5. FINANCIAL IMPLICATIONS

- 5.1 The Tees Valley Local Access Forum have identified that to create a part-time LAFDO post and found the full costs, including superannuation, NI, expenses etc. would amount to a total of £10K per annum. The cost would be equally divided by the four LA's = £2.5K per Authority.
- 5.2 Based on a salary equitable to scale 5, the following information has been calculated as:-

Part-time post based on 13 hours per week pro-rata including on costs*		
Scale 5	Point 22	Salary £8473.00
	23	£8722.36
	24	£9007.55
	25	£9292.73

- 5.3 * On costs include Superannuation, National Insurance, Pensions etc. and are added to the pro-rata salaries as a 26.9 % increase (information supplied by HR, HBC). The above figures are based on a person using the HBS managed pension scheme.
- 5.4 A small budget would be made available to cover the costs of expenses for travel, car, admin etc. As can be seen from the above costings table, a total budget of £10,000 equating to an equal contribution of £2,500.00 from each of the four participating Authorities would allow for said budget.
- 5.5 The contribution from Hartlepool of £2500 towards the post would not be additional to the funding already allocated to the Local Access Forum so there are no financial implications for the Authority.

6. BENEFITS TO HARTLEPOOL BOROUGH COUNCIL

- 6.1 The creation and of the LAFDO will free up the time of Hartlepool's Countryside Access Officer as well as the other three authorities equivalent officers. This will allow all these officers to carry out, more efficiently, their main duties in regard to statutory enforcement, management and maintenance of countryside access.
- 6.2 The recruitment of the LAFDO will create an interface between the Authorities and the Forum. The new Officer would be able to work on behalf of the Forum but equally with the Authority Rights of Way Officers, to develop and administer the Forum so that it can become a strong partner in the strategic development of local access in the Region. Both the Forum and the Authorities could thus work more independently and in accord with the basic aims set out in the Countryside and Rights of Way Act 2000.
- 6.3 The Authority Rights of Way Officers would be able to take on their proper role of advisors and observers at Forum meetings, thus becoming at the same time more independent but also able to take on a more strategic role in the development of advice that the TVLAF would proffer.

7. RECOMMENDATIONS

The Portfolio Holder is requested to:-

1. Approve the establishment of a 13 hour per week Scale 5 Local Access Forum Development Officer for an initial period of 2 years.
2. Authorise the Director of Adult and Community Services to establish this as a permanent post should Local Authority contributions be extended beyond the initial two year period.

CONTACT OFFICER: Andrew Pearson, Parks and Countryside Manager

CULTURE, LEISURE AND TRANSPORTATION PORTFOLIO

Report to Portfolio Holder
20th February 2007



Report of: The Head of Regeneration

Subject: TOWN WALL PAVING SCHEME

SUMMARY

1.0 PURPOSE OF REPORT

- 1.1 The report sets out proposed changes to the design of the Town Wall paving scheme and seeks the Portfolio Holders endorsement to these changes

2.0 SUMMARY OF CONTENTS

- 2.1 The report advises the Portfolio Holder of a recent court case involving another local authority which has an impact on the requirement of the Council to provide a protective railing alongside the proposed paving improvements to the Town Wall. In light of this and in reflection of resident consultation feedback it is proposed to amend the scheme design to exclude the railing from the majority of the length of the scheme.

3.0 RELEVANCE TO PORTFOLIO MEMBER

- 3.1 The Town Wall is maintained as part of the public highway therefore the implementation and future management of the project falls within the remit of the Culture, Leisure and Transportation Portfolio Holder

4.0 TYPE OF DECISION

- 4.1 Non-Key

5.0 DECISION MAKING ROUTE

- 5.1 16th February 2007 - funding and design changes to be determined by the Regeneration, Liveability and Housing Portfolio Holder.
- 5.2 20th February 2007 - approval of the Culture, Leisure and Transportation Portfolio Holder will be sought in relation to proposed design changes and ongoing maintenance.

6.0 DECISION(S) REQUIRED

- 6.1 The Culture, Leisure and Transportation Portfolio Holder is requested to approve the revised design proposals as outlined in the report.

Report of: The Head of Regeneration

Subject: TOWN WALL PAVING SCHEME

1. PURPOSE OF REPORT

- 1.1 The report sets out proposed changes to the design of the Town Wall paving scheme and seeks the Portfolio Holders endorsement to these changes.

2. BACKGROUND

- 2.1 On 11th December 2006 a joint meeting of Regeneration, Liveability and Housing Portfolio Holder and the Culture, Leisure and Transportation Portfolio Holder approved a scheme for the upgrading of the Headland Town Wall as part of the Coastal Walkway enhancement. This particular scheme would link the previous SRB funded Town Wall improvements to the 'landing area' of the proposed Victoria Harbour bridge.
- 2.2 At the meeting, the Portfolio Holders were advised of the scheme details which involved the re-paving of the Town Wall with natural sandstone paving and the introduction of a railing along the length of the treated area. Two railing designs had been identified as suitable for the site and these had been the subject of a consultation exercise with adjacent residents. The Portfolio Holders were advised of the result of this consultation which indicated a clear support in favour of one design over the other, but a significant number of residents not wanting the railing to be installed at all.
- 2.3 Noting this feedback, and on the understanding that the specific scheme details would be the subject of a formal planning application, the Portfolio Holders approved the scheme which gained the most public support, subject to formal planning consent. The Regeneration, Liveability and Housing Portfolio Holder and the Culture, Leisure and Transportation Portfolio Holder approved, respectively, the provision of £20,000 from the Major Regeneration Projects budget towards the scheme costs and, the future maintenance responsibility associated with the scheme.

3. INFORMATION

- 3.1 The railings were included in the scheme as a safety measure because of a difference in levels between the Town Wall and the adjacent highway. Following a health and safety risk assessment and on advice provided at the time regarding the Council's liability should an accident occur as a result of the difference in levels, it was considered that a railing should be incorporated into the overall design.
- 3.2 In relation to the issue of accident liability, very recent information has now come to light in the form of a legal judgement involving another local authority. In this case the judge determined that the Council was not liable for an accident where the claimant had fallen off a raised area of adopted highway where it met adjoining land at a lower level. Although each case must be judged on its own merits, this sets a precedent which would allow the Council to resist a future claim in this area.
- 3.3 The other main consideration is to assess the balance between visual amenity and health and safety requirements. Taking the Building Regulations as a reasonable guide, it is noted that 'drops' of less than 600mm do not require guarding. Apart from a small stretch at the eastern end of the Town Wall site (where the difference in levels starts to become more pronounced), the difference in levels is less than 600mm. Bearing this in mind, and in view of the residents' feedback, the scheme has been re-designed to omit the railings where the difference in levels is less than 600mm. Those residents that are directly affected by the railing that will remain within the scheme are currently being re-consulted about their preferred design.
- 3.4 To meet disability access requirements, however, a rail will still need to be included at the western end of the site, where the Town Wall ramps down to the adjacent pavement level. The Portfolio Holder is therefore requested to agree the proposed design amendment, subject to the receipt of planning consent.

4. FINANCIAL IMPLICATIONS

- 4.1 As reported previously, the longer term maintenance liability would fall on the Council and although there would be an increased maintenance cost associated with replacing more expensive paving material the improvement works would offset the short to medium term costs associated with the current paving. The scheme has been considered by the Council's Asset Management Group which has indicated its agreement to the work in relation to the Asset management Plan.

5. RECOMMENDATION

- 5.1 The Culture, Leisure and Transportation Portfolio Holder is requested to approve the revised design proposals as outlined in the report.

CULTURE, LEISURE AND TRANSPORTATION PORTFOLIO

Report to Portfolio Holder

20 February 2007



Report of: Head of Technical Services

Subject: LOCAL TRANSPORT CAPITAL SETTLEMENT
2007/08

SUMMARY

1. PURPOSE OF REPORT

- 1.1 To provide information on the 2007/08 local transport capital settlement for the Hartlepool area and seek approval for the proposed budget allocations for integrated transport and highway maintenance.

2. SUMMARY OF CONTENTS

- 2.1 The report provides a summary of the Government's assessment of the Council's progress in delivering the first Local Transport Plan (LTP), assessment of the final second LTP, related transport capital allocations for 2007/08 and beyond and the proposed budget allocations for 2007/08.

3. RELEVANCE TO PORTFOLIO HOLDER

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

4. TYPE OF DECISION

- 4.1 This is a non-key decision.

5. DECISION MAKING ROUTE

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

6. DECISION(S) REQUIRED

- 6.1 Portfolio Holder's approval is sought on this decision.

Report of: Head of Technical Services

Subject: LOCAL TRANSPORT CAPITAL SETTLEMENT
2007/08

1. PURPOSE OF REPORT

- 1.1 To provide information on the 2007/08 local transport capital settlement for the Hartlepool area and seek approval for the proposed budget allocations for integrated transport and highway maintenance.

2. BACKGROUND

- 2.1 Hartlepool's final second Local Transport Plan (LTP) was submitted to the Government on the 31 March 2006. Hartlepool's LTP Delivery Report 2001-2006 was submitted to the Government on 31 July 2006. The Government has used these documents to assess the standard of transport planning and the council's progress in delivering the first LTP. The results of this assessment, and confirmed transport related capital funding, were reported by Government Office for the North East in a letter to the Council dated 18 December 2006.

Second Local Transport Plan

- 2.2 The Government has assessed the final local transport plan for each LTP area. Each authority has been given a classification – 'excellent', 'good' or 'fair' or 'weak'. Hartlepool's local transport plan has been assessed as being 'good'. This was the classification awarded to most LTP areas.

Delivery of the First Local Transport Plan (LTP)

- 2.3 The Government has also assessed the delivery reports for each LTP area. Each authority is given a performance classification – 'excellent', 'very good', 'good' or 'satisfactory'. Hartlepool's delivery has been assessed as being 'very good'.
- 2.4 The settlement letter states that ".....Your particular delivery report demonstrated strong delivery in a number of strategy areas, and a positive overall impact on local transport in your area. Your performance puts you in the top half of authorities nationally. Areas of strong delivery include partnership working, the school journey and road safety. You have developed productive partnerships with a wide range of local stakeholders and organisations, as well as building on successful sub-regional partnerships. Public transport investment in

particular has benefited from the focus engendered by the Bus Quality Partnership, Tees Valley Transport and Health Partnership and emerging Education and Training Partnership. You have demonstrated clear commitment to the school travel agenda, and have successfully delivered all your targets in this area. Despite disappointing progress in the early years of the plan, successful interventions mean that you are now on track to deliver the Government's road safety targets for 2010, and the reduction in child casualties since 2003 is particularly pleasing, as is the significant reduction in slight casualties."

Integrated Transport Block Allocations

- 2.5 The Government's assessment of the final second LTP has affected the integrated transport block allocation for 2007/08 as follows:

'Excellent'	+12.5%	
'Good'	+3%	(£35,000)
'Fair'	No change	
'Weak'	No change	

- 2.6 The assessment of the LTP Delivery Report 2001-2006 has affected the integrated transport block allocation for 2007/08 as follows:

'Excellent'	+12.5%
'Very Good'	No change
'Good'	No change
'Satisfactory'	No change

- 2.7 The previously published planning guideline for integrated transport in 2007/08 was £1.162 million. This has been adjusted to produce an integrated transport allocation as follows:

2007/08 Guideline £m (i)	LTP2 Adjustment (ii)	LTP DR Adjustment (iii)	2006/07 Allocation £m (i) x [1 + (ii) + (iii)]
1.162	3%	0%	1.197

- 2.8 The Government has also made changes to the indicative allocations published in 2006 for 2008/09 to 2010/11. This is stated to be a consequence of the high standard of plans and delivery and changes made to the distribution formula. The original and revised allocations for Hartlepool are as follows:

Planning Guideline	2008/09 (£m)	2009/10 (£m)	2010/11 (£m)
Original allocation	1.144	1.122	1.094
Revised allocation	1.138	1.089	1.035

Maintenance

- 2.9 The total capital highway maintenance funding allocation for 2007/08 is £818,000, which is made up of £728,000 for highway maintenance and £90,000 for highway structures.
- 2.10 The Government has stated that it proposes to make a three year settlement for maintenance for the remainder of the second local transport plan period. It also proposes to review the arrangements for funding bridge strengthening and major maintenance, together with those for exceptional maintenance schemes in future years, and to consider refreshing the maintenance formula.
- 2.11 The proposed distribution of capital allocations for each LTP scheme type for 2007/08 is set out in **Appendix 1**. This is the allocation stated in the second LTP (Table 10.4) with the additional £35,000 allocated towards improvements at Seaton Carew railway station.
- 2.12 The settlement letter concludes by stating:
- “I would like to thank you for all the work that your officers have undertaken in producing your second Local Transport Plan and first Delivery Report. I know that all my colleagues appreciate the co-operation you have given them throughout the year and we will continue to work with you as you put your second Local Transport Plan into action.”
- 2.13 A meeting between Government Office for the North East and Council officers is arranged for the 16 February 2007 to provide more detailed feedback on the assessment and capital allocations.

3. RECOMMENDATIONS

- 3.1 That the Portfolio Holder notes the very good progress that has been made towards delivering Hartlepool's local transport plan.
- 3.2 That the Portfolio Holder notes the local transport settlement and approves the proposed distribution of capital allocations for 2007/08 as detailed in **Appendix 1**.

APPENDIX 1

PROPOSED DISTRIBUTION OF CAPITAL ALLOCATION 2007/08

Scheme Type	Scheme	2007/08 (£'000)
Bus Priority Schemes (BL)	Bus quality corridor ('super core' route)	252
Bus Infrastructure Schemes (BI)	Improvements to existing bus stops	100
Public Transport Interchanges (IN)	Multi-modal interchange	(1,800)*
	Railway station improvements	35
Cycling Schemes (CY)	Cycle tracks	100
	Cycle lanes	45
	Cycle route signage	5
Travel Plans (TP)	Workplace travel plans	15
	School travel plans	15
Local Safety Schemes (LS)	Safer routes to school	80
	Public transport CCTV	10
	New street lighting	70
	Other safety schemes	50
	Safer streets initiative	20
Road Crossings (RC)	Signalled crossings	10
	Uncontrolled crossings	30
Traffic Management and Traffic Calming (TM)	Other traffic management schemes	40
	Parking lay-bys	25
	Speed activated signs	10
	Highway signage improvements	10
	School 20mph zones	10
	Consultative Neighbourhood Forums	30
Local Road Schemes (RD)	Junction improvement schemes	90
Miscellaneous (OS)	Car park improvements	50
	Road safety education and training	20
	Motorcycle training	20
	Smarter travel awareness	10
	Shopmobility	40
	LTP monitoring	5
TOTAL		1,197

* Estimated funding for Hartlepool Transport Interchange carried forward from 2006/07

CULTURE, LEISURE AND TRANSPORTATION PORTFOLIO

Report to Portfolio Holder
20 February 2007



Report of: Head of Technical Services

Subject: ADOPTION OF HIGHWAYS- HARTLEPOOL
MARINA

SUMMARY

1. PURPOSE OF REPORT

- 1.1 To seek approval for the adoption of the highway infrastructure on Hartlepool Marina.

2. SUMMARY OF CONTENTS

- 2.1 A brief history of events leading to this point together with considerations as to subsequent liability for the Council

3. RELEVANCE TO PORTFOLIO HOLDER

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

4. TYPE OF DECISION

- 4.1 This is a non-key decision.

5. DECISION MAKING ROUTE

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

6. DECISION(S) REQUIRED

- 6.1 That the adoption of the highway infrastructure as detailed in the report be approved.

Report of: Head of Technical Services

Subject: ADOPTION OF HIGHWAYS- HARTLEPOOL
MARINA

1. PURPOSE OF REPORT

- 1.1 To seek approval for the adoption of the highway infrastructure on Hartlepool Marina. (Large scale plans to be made available at meeting).

2. BACKGROUND

- 2.1 At the time that works started on the development of Hartlepool Marina the developer, Mandale Group, decided that they wished the internal roads to remain privately owned and maintained, which at that time was quite acceptable to the Authority.
- 2.2 As the Marina grew in size and stature it became apparent that the maintenance and cleansing of the area was not to a standard that was deemed acceptable to members of the public and those stakeholders that either owned or rented properties there. This resulted in many complaints to the Authority, which were then passed onto the Developer to be actioned.
- 2.3 In 2002 the developer made initial approaches to the Council with regard to the possibility of the roads becoming adopted highway. At this stage the relationship between the developer and the businesses and property owners on the development had deteriorated to such an extent that cleansing and maintenance works had stopped completely with the consequence that the Council were receiving more and more complaints from the public about the condition of the area in general.
- 2.4 It was at this time that initial talks began with the developer over the possibility of the roads becoming adopted and thus maintained by the Council.
- 2.5 Since that time the Council has facilitated several meetings with the developer and stakeholders which have resulted in an agreed way forward which will hopefully result in the adoption of the roads and footways, (Harbour Walk and Navigation Point), as well as the large car park at Navigation Point.

2.6 The developer has now completed remedial works to the area that it is intended to adopt and the other stakeholders have all agreed to an apportionment of this cost, which was calculated by an independent surveyor commissioned by the Council.

2.7 Now that the remedial works have been completed the establishment of legal agreements relating to sewers and other utilities located within the proposed adopted area are in the process of being negotiated, after which time it is intended that the developer will dedicate the highways to the Council as adopted highway.

3. CONSIDERATION OF ISSUES

3.1 When the developer originally constructed the roads on this part of the Marina they were not built to an adoptable standard. In order to bring them up to this standard a substantial amount of money would be required which would make the adoption unviable for the developer.

3.2 Because of the strategic importance of the Marina in terms of business, leisure, tourism, links to Victoria Harbour and, more recently, the announcement that the town will host the Tall Ships Race in 2010, it is vital that the Council obtain control of the maintenance and cleansing of the area in order to ensure that it is maintained to the highest standards possible.

3.3 To this end an agreement has been reached with the developer for the payment of a commuted sum to the Council, to be paid over a five year period, that will be used solely for the maintenance of this part of the Marina.

3.4 Upon adoption of the roads it is intended to introduce traffic management measures to regulate the amount of traffic that currently uses Harbour Walk, (Garlands area), by preventing through traffic. This will reduce the amount of wear and tear that this section of road currently experiences that has resulted in damage in the past.

3.5 Also after adoption the Council be responsible for third party liability claims for accidents in the area, however regular inspections will mitigate this liability, as with all other adopted highways.

3.6 As well as the carriageways and footways the Council will take responsibility for the maintenance of street lighting, seating, bollards, litterbins and gullies but not the marina walls, fencing, electric boxes or water boxes.

4. FINANCIAL IMPLICATIONS

- 4.1 Once adopted the responsibility, and thus cost, of all future maintenance and cleansing of the area will fall on the Council. As previously indicated a commuted sum will be paid to cover some of these costs, over and above this maintenance will be undertaken through current revenue budgets.

5. RECOMMENDATION

- 5.1 That the adoption of the highway infrastructure as detailed in the report be approved.

CULTURE, LEISURE AND TRANSPORTATION PORTFOLIO

Report to Portfolio Holder
20 February 2007



Report of: Head of Technical Services

Subject: TRAFFIC SCHEMES

SUMMARY

1. PURPOSE OF REPORT

- 1.1 To seek approval for traffic schemes at West View Road and Greenwood Road, and consider any objections which may have been received to the statutory road hump notices, for the previously approved traffic calming schemes.

2. SUMMARY OF CONTENTS

- 2.1 The report details the background to the schemes and the consultation undertaken.

3. RELEVANCE TO PORTFOLIO HOLDER

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

4. TYPE OF DECISION

- 4.1 This is a non-key decision.

5. DECISION MAKING ROUTE

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

6. DECISION(S) REQUIRED

- 6.1 That the Portfolio Holder approves the schemes as detailed in the report.

Report of: Head of Technical Services

Subject: TRAFFIC SCHEMES

1. PURPOSE OF REPORT

- 1.1 To seek approval for traffic schemes at West View Road and Greenwood Road, and consider any objections which may have been received to the statutory road hump notices, for the previously approved traffic calming schemes.

2. BACKGROUND

West View Road

- 2.1 The provision of a pedestrian refuge at this location has been requested for some time by local residents, particularly via the North Neighbourhood Consultative Forum.
- 2.2 The refuge would be sited around 30 metres to the west of the Brus roundabout, and would assist people crossing West View Road when going to and from the doctor's surgery (See **Appendix 1**).
- 2.3 The crossing is expected to cost in the region of £10,000 and is to be funded by the West View Neighbourhood Action Plan.

Greenwood Road

- 2.4 Speed surveys have not identified a major speeding problem and there have been no recorded accidents, so the road would not, therefore, be eligible for funding from the Local Transport Plan safety scheme allocation (See **Appendix 2**).
- 2.5 However, residents are still concerned about the perceived problem, and the relatively small number of speeding vehicles, which may not greatly influence the overall survey results.
- 2.6 The local residents association, alongside ward councillors, have campaigned for action and the Central Neighbourhood Consultative Forum has allocated funding for the scheme to be implemented.
- 2.7 Consultation has taken place and of the replies received so far, 17 were in favour with only 1 against. A further update will be reported verbally at the meeting.

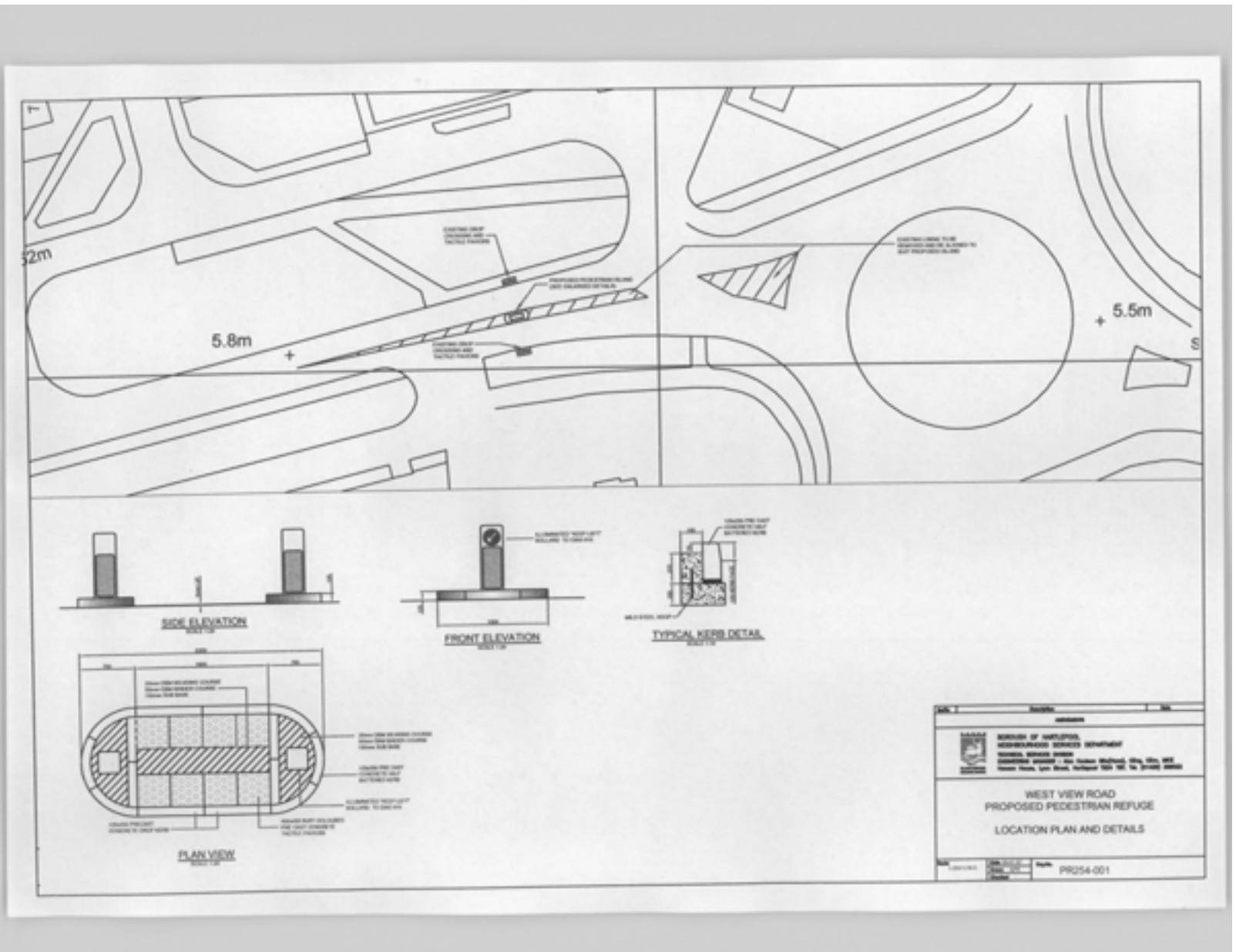
Road Humps

- 2.8 The statutory legal notices for the road humps in a number of previously approved schemes are currently being advertised. The schemes are – Browning Avenue, Challoner Road, Southburn Terrace and the Sheriff Street area.
- 2.9 In the event that any objections are received (none have been submitted at the time of writing the report), a verbal report will be submitted at the meeting for the Portfolio Holder's consideration.

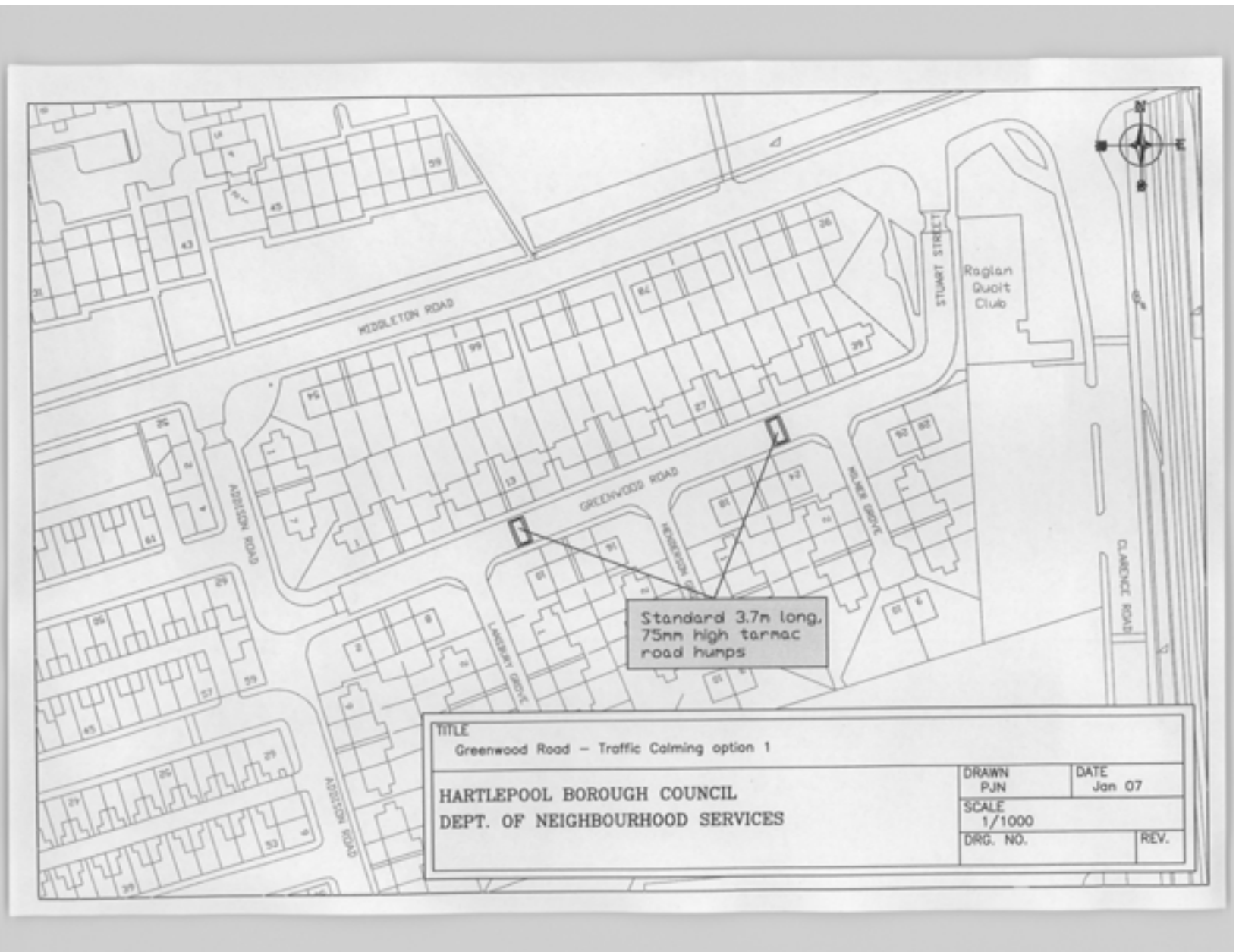
3. RECOMMENDATION

- 3.1 That the schemes detailed above at West View Road and Greenwood Road be approved for implementation.

APPENDIX 1



APPENDIX 2



CULTURE, LEISURE AND TRANSPORTATION PORTFOLIO

Report to Portfolio Holder
20 February 2007



Report of: Head of Technical Services

Subject: HART PRIMARY SCHOOL – SAFER ROUTES
TO SCHOOLS

SUMMARY

1. PURPOSE OF REPORT

- 1.1 To inform the portfolio holder of the consultation findings on the safer routes to schools project, to increase levels of healthier and sustainable travel to and from school.

2. SUMMARY OF CONTENTS

- 2.1 This includes information outlining access and safety improvements to Hart Primary School, as part of a safer routes to schools initiative.

3. RELEVANCE TO PORTFOLIO HOLDER

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

4. TYPE OF DECISION

- 4.1 This is a non-key decision.

5. DECISION MAKING ROUTE

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

6. DECISION(S) REQUIRED

- 6.1 To approve the implementation of option 2, to extend the footway and erect a safety barrier outside of Hart Primary School, as part of a safer routes to schools initiative.

Report of: Head of Technical Services

Subject HART PRIMARY SCHOOL – SAFER ROUTES
TO SCHOOLS

1. PURPOSE OF REPORT

- 1.1 To inform the Portfolio Holder of the consultation findings on the safer routes to schools project, to increase levels of healthier and sustainable travel to and from school.

2. BACKGROUND

- 2.1 Hart Primary School is a relatively small infant and junior school with 91 pupils currently on the school roll. Of the 91 pupils, 34 live within the village, and 5 live on the surrounding farms. In a survey undertaken in January 2006, 27% of pupils walked to and from school.
- 2.2 The school is situated in Magdalene Drive, which is a residential cul-de-sac. Congestion can be seen on Magdalene Drive at key school times with parents' dropping off and collecting their children. The majority of cars park in the 'church car park', however a proportion of the cars park outside of residents' houses and near to the pedestrian exit of the school.
- 2.4 Hart Primary School has actively participated in the school travel plan programme for several years and consultation with pupils and parents informed the direction of their school travel plan. The schools' travel plan was formerly authorised by the Department for Education and Skills in April 2005.
- 2.5 Every school travel plan contains targets and the targets for Hart Primary School are as follows:
1. to reduce the congestion of vehicles outside of the school on Magdalene Drive between 3:10 and 3:45 by 5 cars, by September 2006;
 2. to increase levels of pupils walking to and from school, who live within 2 miles from school by 10%, by September 2007;
 3. to increase the numbers of pupils cycling to and from school, who live within 2 miles from school by 10%, by September 2008.

- 2.6 The school intend to use their Government school travel plan capital grant to install cycle storage to increase levels of cycling to and from school, to help achieve its school travel plan targets.

3. FINANCIAL IMPLICATIONS

- 3.1 Two options for the scheme have been put forward (see **Appendices A and B**). The following has been quoted for the design and construction of the scheme:

Option 1 £ 18,500-00

Option 2 £ 10,000-00

- 3.2 The scheme will be funded through the Local Transport Plan.

4. CONSIDERATION OF ISSUES

- 4.1 Consultation on the implementation of this scheme was undertaken with the residents of Magdalene Drive and the Councillor for Hart Village.

- 4.2 On the 19 December 2006 a letter and a copy of the design plan (illustrating **Appendix A**) was hand delivered to every resident in Magdalene Drive. The Councillor for Hart Village was also consulted on the issues at a slightly later date on the 17 January 2007, inviting comments on the scheme by Monday 15 January 2007.

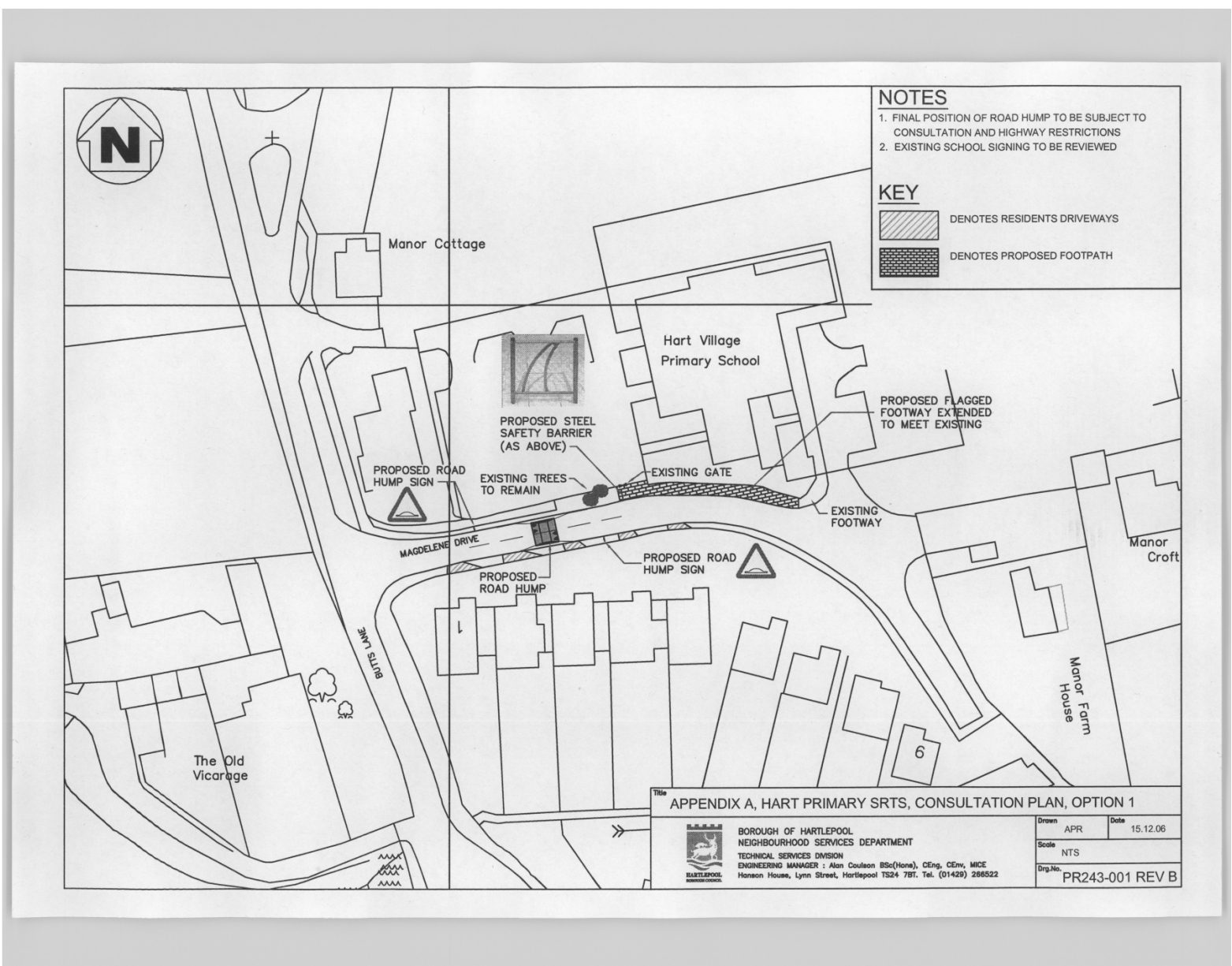
- 4.3 A council representative attended Hart Primary School on Tuesday 9 January 2007. Five residents put forward their comments. Additional comments were received in writing and via email.

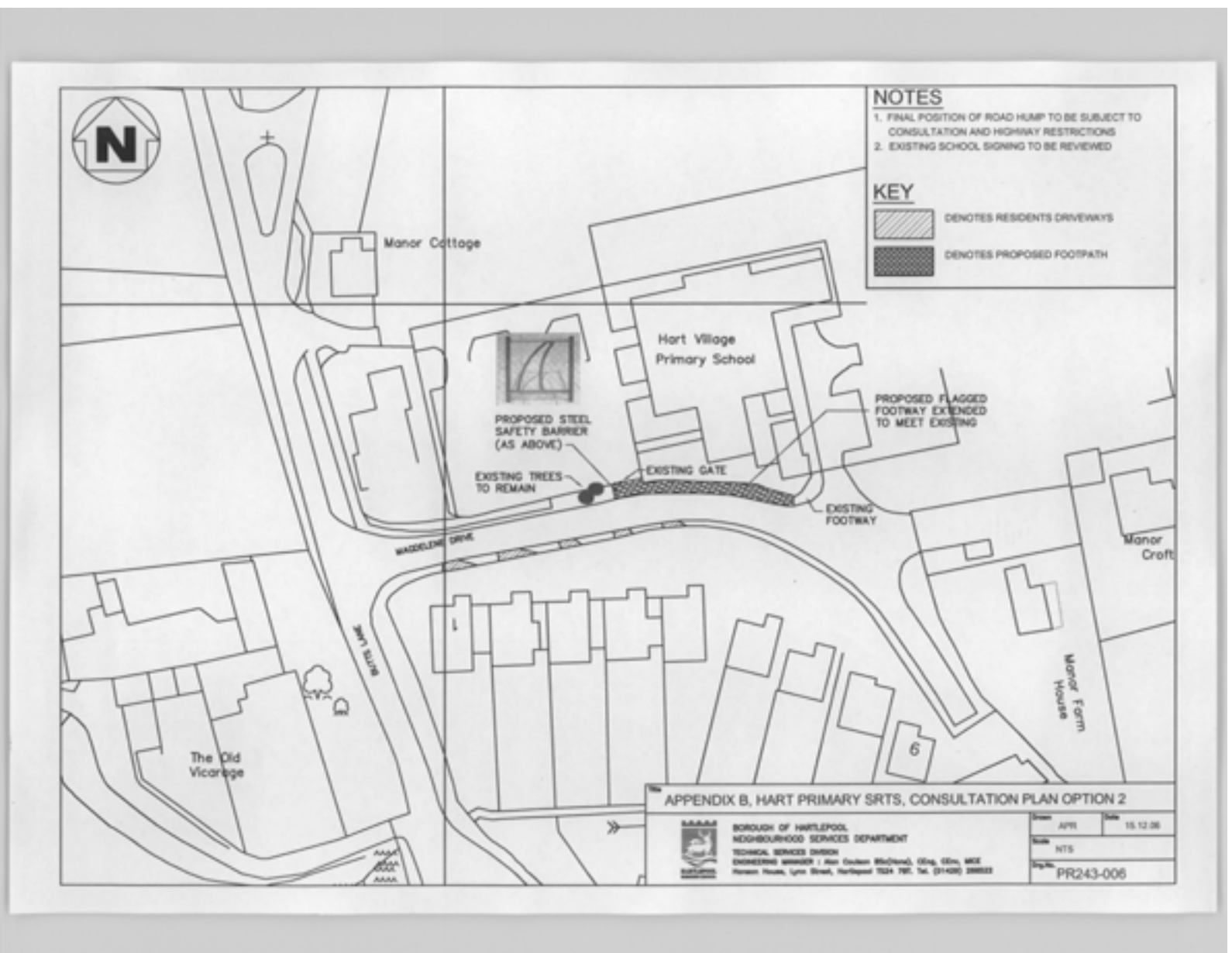
- 4.4 Comments received are summarised below :

- no parking at school times to be introduced on both sides of Magdalene Drive;
- request the signs to be removed from the scheme;
- recommend that the school use the entrance at Manor College as the main access point;
- would like the school to pursue an option of a walking bus;
- recommend that access to the car park be improved to enable more children to be picked up by car;
- objection to the entire scheme;
- concerns about accessing Magdalene Drive in the winter if the proposed road hump was included;
- propose the erection of an electronic speed sign.

5. RECOMMENDATION

- 5.1 In light of the objections to the proposed road hump it is recommended that the Portfolio Holder approve the scheme (illustrated in **Appendix B**), with a view to monitor and review the situation, whilst investigating the feasibility of making this area a 20mph zone in the future.





CULTURE, LEISURE AND TRANSPORTATION PORTFOLIO

Report to Portfolio Holder
20 February 2007



Report of: Head of Technical Services

Subject: SEATON CAREW NURSERY SCHOOL –
SAFER ROUTES TO SCHOOLS

SUMMARY

1. PURPOSE OF REPORT

- 1.1 To inform the portfolio holder of the consultation findings on the safer routes to schools project, to increase levels of healthier and sustainable travel to and from school.

2. SUMMARY OF CONTENTS

- 2.1 This includes information outlining access and safety improvements to Seaton Carew Nursery School, as part of a safer routes to schools initiative.

3. RELEVANCE TO PORTFOLIO HOLDER

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

4. TYPE OF DECISION

- 4.1 This is a non-key decision.

5. DECISION MAKING ROUTE

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

6. DECISION(S) REQUIRED

- 6.1 To approve the implementation of option 3, to improve pedestrian access to and from Seaton Carew Nursery School.

Report of: Head of Technical Services

Subject SEATON CAREW NURSERY SCHOOL –
SAFER ROUTES TO SCHOOLS

1. PURPOSE OF REPORT

- 1.1 To inform the portfolio holder of the consultation findings on the safer routes to schools project, to increase levels of healthier and sustainable travel to and from school.

2. BACKGROUND

- 2.1 Seaton Nursery Primary School is a small nursery with 52 children on the school roll. The children attending the nursery are either 3 or 4 years old. Children attend from 9.00am until 11.30am and from 12.45pm until 3.15pm. All of the families attending the nursery, with the exception of one, live within Seaton Carew and walking distance from the nursery.
- 2.2 The nursery school is situated on Brompton Walk, with no direct road link. Congestion from parents' dropping off and collecting their children can be seen at key school times at the Elizabeth Way end of Brompton Walk. This is also the access road to rear of Elizabeth Way shops and the Community Centre. The majority of cars parking in this area currently block the end of the footway, preventing parents and children crossing the road towards Elizabeth Way shops.
- 2.4 To help address these issues Seaton Nursery School has actively participated in the school travel plan programme for several years and consultation with pupils and parents informed the direction of their school travel plan. The schools' travel plan was formerly authorised by the Department for Education and Skills in April 2006.
- 2.5 Every school travel plan contains targets and the targets for Nursery School are as follows:
1. to increase the level of children coming to school on foot to 55% by the 1 July 2007;
 2. to implement at least one project to make the footpaths and surrounding area a more accessible route for parents and carers with pushchairs by 1 July 2008;

3. to have 4/5 children once a week travelling to school with parents on their bike or scooter by 1 July 2009.
- 2.6 To help reduce the number of parents driving, the nursery the school launched the first Walk on Wednesday Scheme in the town, to promote the health benefits of walking to school. Following the success of this project the nursery school intends to launch a walking bus in March of this year. The implementation of this scheme will create a safe access route across this busy area.
- 2.7 The school intend to use their Government school travel plan capital grant to install cycle storage and improve pedestrian access into the school. The development of this scheme will enable more parents and carers to travel to school on foot and assist the school in meeting its own targets.

3. FINANCIAL IMPLICATIONS

- 3.1 Three options for the scheme have been put forward (see **Appendices A, B and C**). The following has been quoted for the design and construction of each option:

Option 1 £ 42,000-00
 Option 2 £ 41,500-00
 Option 3 £ 21,500-00

- 3.2 The scheme will be funded through the Local Transport Plan.

4. CONSIDERATION OF ISSUES

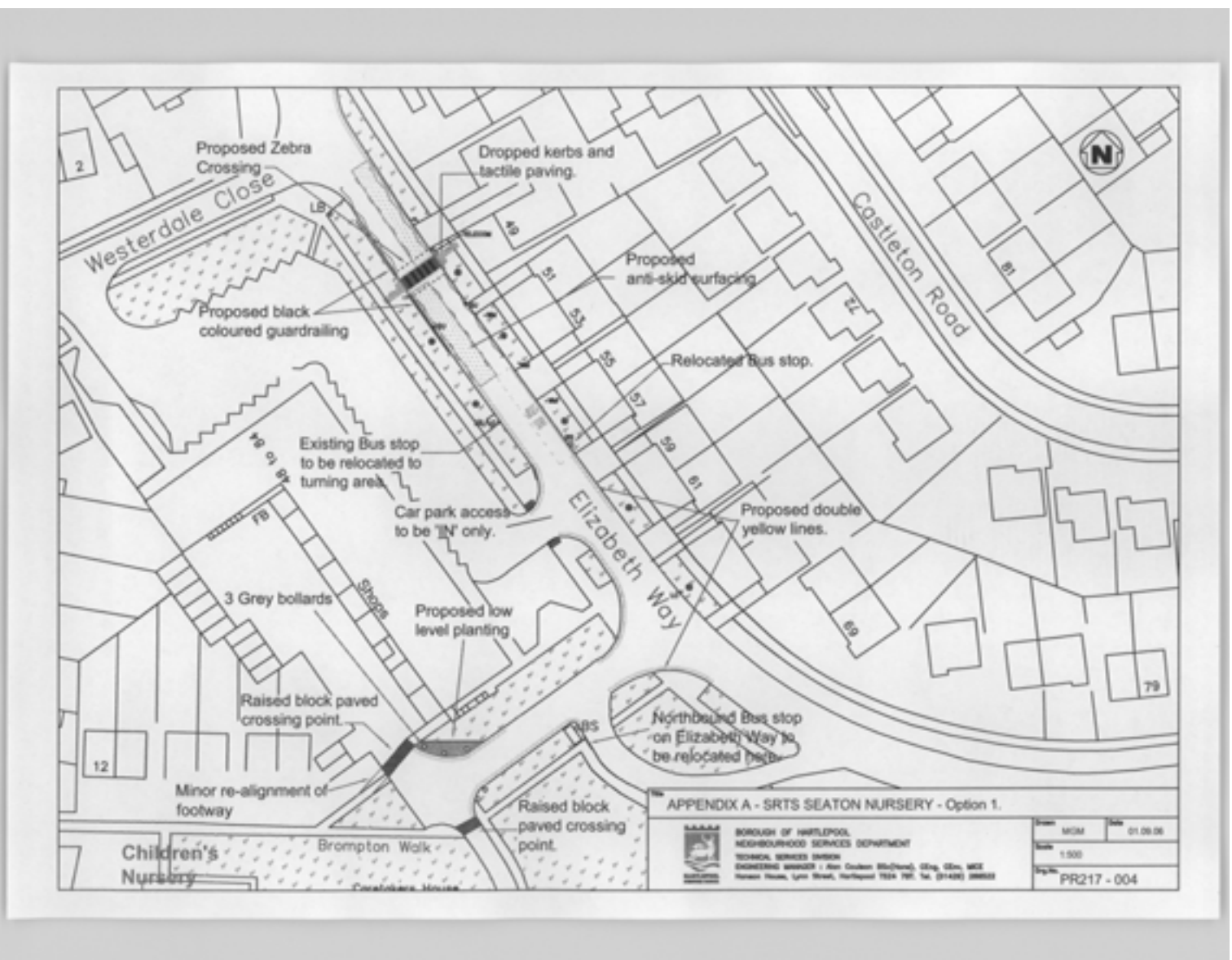
- 4.1 Consultation on the implementation of this scheme was undertaken with the residents of Elizabeth Way, Seaton Nursery School, Traffic Liaison Group and the Councillors of Seaton Ward.
- 4.2 On the 4 September 2006 a letter and a copy of the design plans (illustrated in **Appendices A, B and C**) were hand delivered to residents living within the vicinity of the proposals and all of the Shop Owners on Elizabeth Way.
- 4.3 A Council representative attended Seaton Nursery School on Friday 15 September 2006. 14 residents put forward their comments and one shop owner. Additional comments were received in writing and via email.

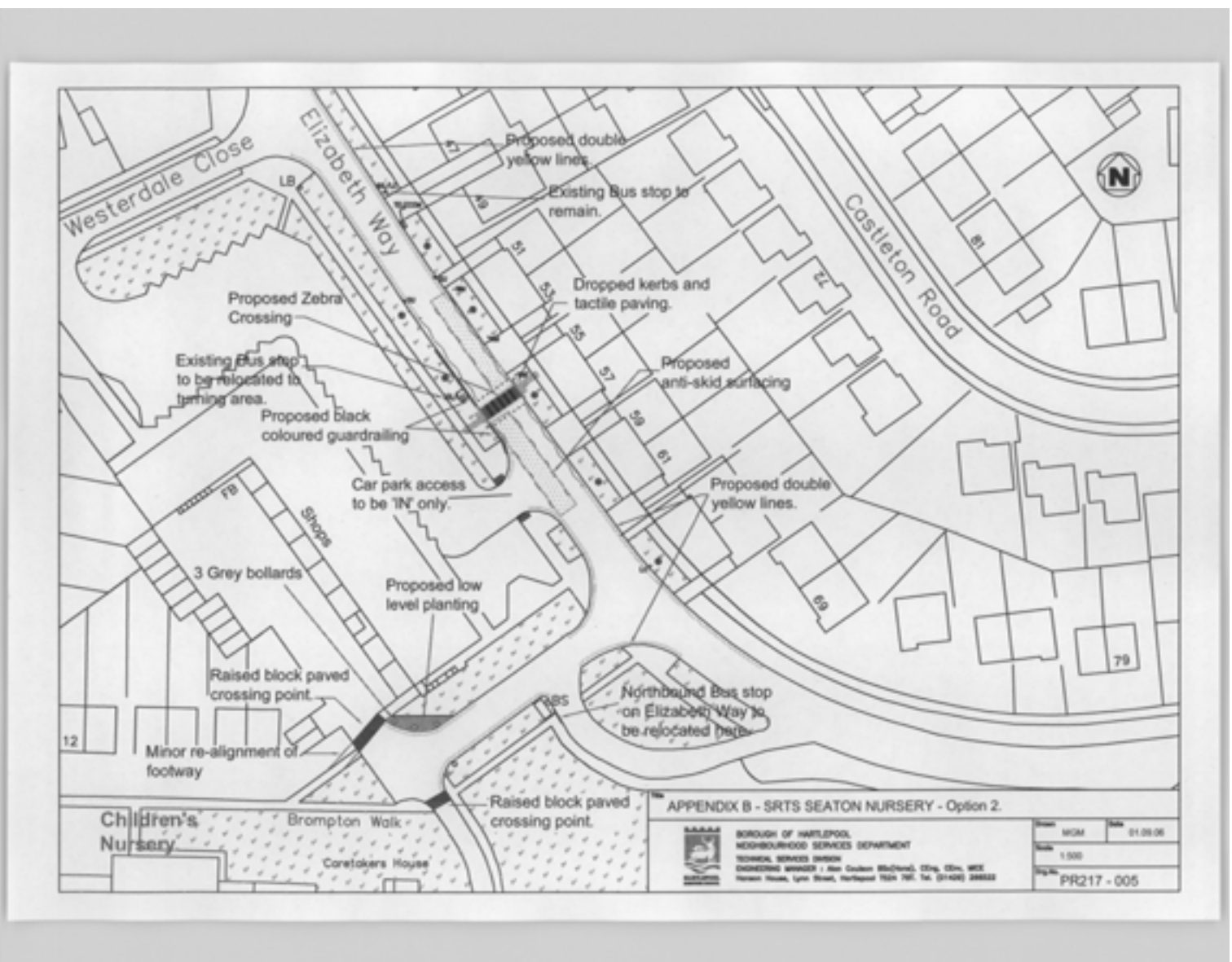
4.4 Comments received are summarised below :

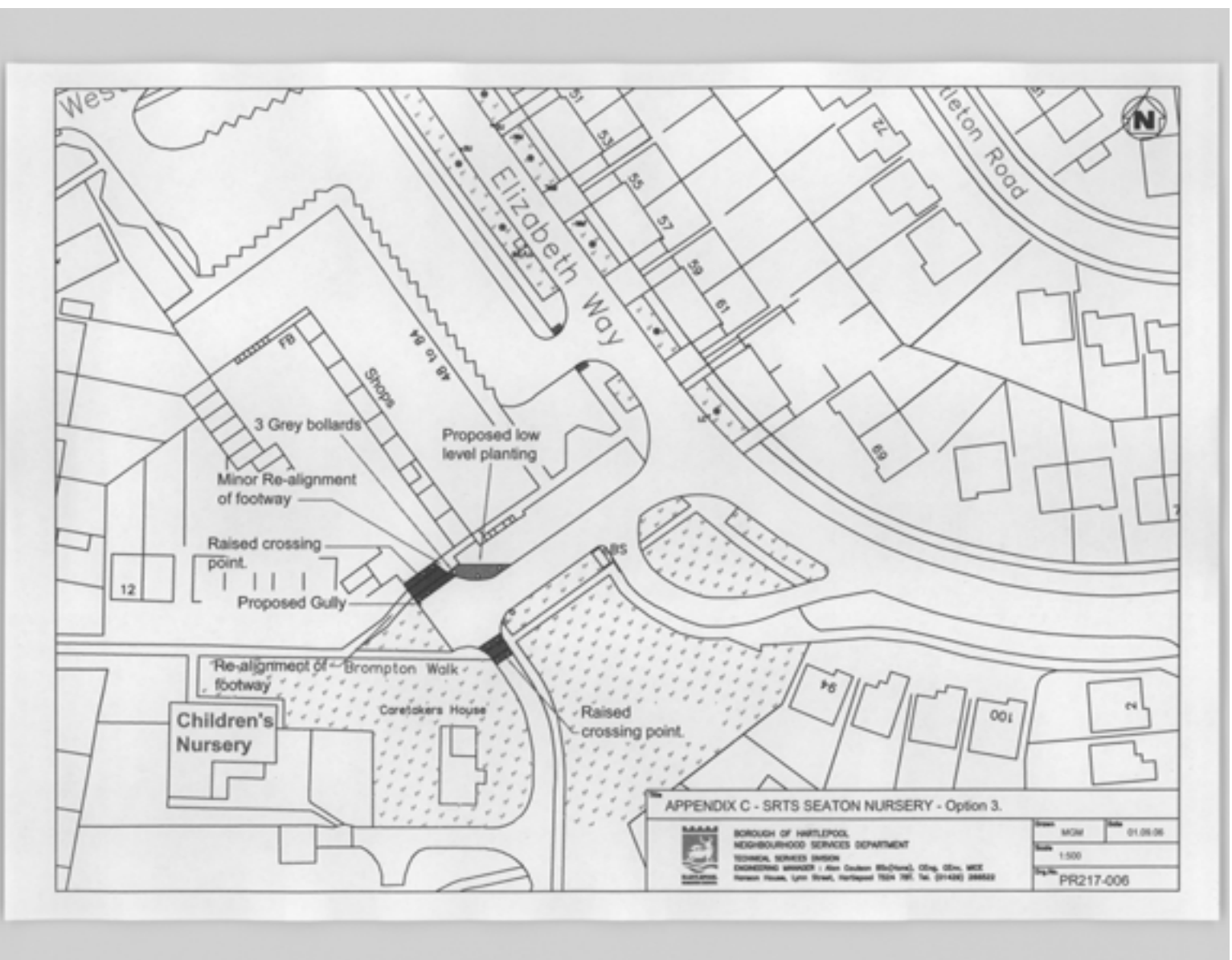
- support was greatest for option 3;
- some residents were in favour of option 1, but none for option 2;
- encourage double yellow lines along Elizabeth Way (shop side only);
- request the removal of bollard at the end of Elizabeth Way;
- children from Holy Trinity use this route as well as Seaton Carew Nursery, any scheme would also benefit these children;
- would like a 20mph zone considered along Elizabeth Way;
- request additional parking for people visiting the Community Centre;
- very happy with the proposals to make the shop access an 'in' and 'out' only.

5. RECOMMENDATIONS

- 5.1 In light of the objections to the proposed crossing facility it is recommended that the Portfolio Holder approve option 3 (illustrated in **Appendix C**), with a view to monitor and review the situation.







CULTURE LEISURE & TRANSPORTATION PORTFOLIO

Report to Portfolio Holder
20 February 2007



Report of: Director of Neighbourhood Services

Subject: NEIGHBOURHOOD SERVICES
DEPARTMENTAL PLAN 2006/07 – 3RD
QUARTER MONITORING REPORT

SUMMARY

1. PURPOSE OF REPORT

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

2. SUMMARY OF CONTENTS

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

3. RELEVANCE TO PORTFOLIO MEMBER

The Portfolio Member has responsibility for Culture, Leisure and Transportation issues.

4. TYPE OF DECISION

Non-key.

5. DECISION MAKING ROUTE

Portfolio Holder meeting 20 February 2007.

6. DECISION REQUIRED

Achievement on actions and indicators be noted

Report of: Director of Neighbourhood Services

Subject: NEIGHBOURHOOD SERVICES
DEPARTMENTAL PLAN 2006/07 – 3RD
QUARTER MONITORING REPORT

PURPOSE OF REPORT

1. To inform the Portfolio Holder of the progress made against the key actions identified in the Neighbourhood Services Departmental Plan 2006/07 and the progress of key performance indicators for the period up to 31 December 2006.

BACKGROUND

2. The Culture, Leisure & Transportation Holder agreed the Neighbourhood Services Departmental Plan in June 2006.
3. The Portfolio Holder for Culture, Leisure and Transportation has responsibility for part of the Neighbourhood Services Departmental Plan.
4. The Neighbourhood Services Departmental Plan 2006/07 sets out the key tasks and issues along with an Action Plan to show what is to be achieved by the department in the coming year.
5. The Council recently introduced an electronic performance management database for collecting and analysing performance. In 2006/07 the database will collect performance information detailed in the Corporate Plan, the five Departmental Plans and the Services Plans of the Neighbourhood Services Department.
6. Each section within the department produces a Service Plan, detailing the key tasks and issues facing them in the coming year. Each plan contains an actions, detailing how each individual section contributes to the key tasks and priorities contained within the Neighbourhood Services Departmental plan and ultimately those of the Corporate plan.

THRD QUARTER PERFORMANCE

7. This section looks in detail at how the Neighbourhood Services Department have performed in relation to the key actions and performance indicators that were included in the Neighbourhood Services Departmental Plan 2006/07 and which the Portfolio Holder for Culture, Leisure & Transportation has responsibility for.

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

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

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

Table 1 – Neighbourhood Services progress summary

	Departmental Plan		Culture, Leisure & Transportation Portfolio	
	Actions	PIs	Actions	PIs
Green	25	22	6	-
Amber	61	63	6	5
Red	5	3	4	-
Annual	4	29	-	17
Total	95	117	16	22

11. Six of the actions for which the Portfolio Holders has responsibility have already been completed or have achieved target, and a further 6 are on target to be completed by the target date. However 4 of the actions have been highlighted as not being on target. More information on these actions can be found in table 2 below.

Table2: Actions not completed on target/not on target

Ref	Action	Milestone	Comment Q2
NS043	Improve utilisation of the Council fleet and greater efficiencies in transport provision	June 06	Vehicle scheduling software should be in place by March 2007. Fleet management system at board in March 2007. Approval given for an integrated transport unit, project being drawn up
NS044	Provide an integrated transport strategy for the delivery of community transport services	Mar 07	Approval now given for the provision of an integrated transport unit, this is expected to take 12 months to establish. Work already on-going with Children's services on contracts for July 2007.
NS045	To co-ordinate the delivery of the Councils Dial a Ride service in conjunction with the Councils community transport services, providing greater efficiencies in vehicle utilisation and an enhanced Dial a Ride service.	Jul 06	Vehicle scheduling software expected to be in place in March 2007.
NS046	Publish public transport guide	August 06	Publication of guide deferred as a result of significant changes to commercial services by bus operators in October 2006. Changes now incorporated and guide to be published in February 2007.

12. It can also be seen that 5 of the Performance Indicators have been highlighted as being expected to hit the target and a further 10 indicators are being highlighted as having achieved the target. The remaining 7 indicators are only collected on an annual basis and therefore no updates are available for those at present.
13. During the second quarter, the Neighbourhood Services Department completed a number of actions for which the Portfolio Holder has responsibility for, including: -
- The production of a Cycling action plan

RECOMMENDATIONS

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

CULTURE, LEISURE AND TRANSPORTATION PORTFOLIO

Report to Portfolio Holder
20 February 2007



Report of: Head of Technical Services

Subject: REVIEW OF SUPPORTED BUS SERVICES

SUMMARY

1. PURPOSE OF REPORT

To update the Portfolio Holder on progress made in the review and tendering of the Council's supported bus services.

2. SUMMARY OF CONTENTS

This report provides a summary of the evaluation of supported bus services and identifies alternative options available to the Council.

3. RELEVANCE TO PORTFOLIO HOLDER

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

4. TYPE OF DECISION

- 4.1 This is a non-key decision.

5. DECISION MAKING ROUTE

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

6. DECISION(S) REQUIRED

- 6.1 That the Portfolio Holder approves the undertaking of consultation to refine service options, approves the recommended approach for tendering bus services and approves the development of a scoring system to aid the prioritisation of supported bus services.

Report of: Head of Technical Services

Subject: REVIEW OF SUPPORTED BUS SERVICES

1. PURPOSE OF REPORT

- 2.1 To update the Portfolio Holder on progress made in the review and tendering of the Council's supported bus services.

2. BACKGROUND

- 2.1 The Council provides financial support to a number of supported bus services. This includes "socially necessary" bus services, which would not otherwise be provided on a commercial basis. The services provide vital access to education, employment and health facilities and are a vital element in complementing Hartlepool's commercial bus network. A list of services, the majority funded from the Hartlepool Bus Revenue Support budget, is provided in Table 1 below.

Table 1 – Hartlepool Supported Bus Service Contracts

Contract	Service Number	Route
Block	1/1A	Throston Grange – Seaton Carew
	3	Fens – Throston Grange
	3A	Marina – West Park
	6	Fens – Clavering
	6/12	Fens – Middlegate
	7/7A	Fens – Middlegate
	12	Seaton Carew – Middlegate
	15	Marina – Seaton Carew
	516/517/524/527	Great ham – Dalton Piercy
	822	Seaton Carew – Manor/Brierton School
	823	Middlegate – St Hilda's School
	824	Town Centre – High Tunstall School
	826	Throston Grange – English Martyrs School
	828/829	Seaton Carew – English Martyrs School
	830	Town Centre – High Tunstall School
	980	Middlegate – Tofts
Cross Boundary	1/1A	Hartlepool – James Cook University Hospital
	229,230	Hartlepool – Sunderland
	243	Hartlepool – Durham
	401	Hartlepool – Stockton ('Badger Bus')
	22	Hartlepool – Durham
Individual	5	Hart Station – The Headland

- 2.2 A report outlining the process for reviewing and tendering of the Council's supported 'block' contract was presented to the Culture, Leisure and Transportation Portfolio on the 15 August 2006.

3. CONSIDERATION OF THE ISSUES

FIRST STAGE REPORT

- 3.1 Independent consultants were appointed in September 2006 to evaluate all currently supported bus services in Hartlepool and identify alternative options available to the Borough. A report entitled 'Review of Secured Services First Stage Report – Analysis and Options' was published in December 2006.
- 3.2 On the assumption that either maintaining the status quo or expanding the network will require additional funding, three options have been evaluated. These explored the following scenarios:
- **An Increased Budget** - What the Council could achieve with a real term increase in the supported service budget and the likely costs and benefits of this;
 - **A Small Budget Increase** - To meet bus industry inflation to retain the existing secured service and what improvements could be made for no additional cost; and
 - **The Same Budget** - How the Council could decide which of the current services should be retained if it is unable to increase the budget above the rate of inflation.

ANALYSIS OF SECURED SERVICES

- 3.3 The Council's existing supported bus service contracts have been analysed against financial and social factors. This includes value for money analysis of existing contracts in terms of passenger volume and the social value of each route. Comments on the availability of alternatives have also been made.

Table 2 – Passengers and Subsidy Figures for HBC Contracts

Service	Annual Contract Cost	Annual No. of Passengers	Average Subsidy per Passenger
506,512	£890	208	£4.28
518	£20,780	6,379	£3.26
3A	£10,782	3,796	£2.83
5	£86,957	52,832	£1.65
12	£1,564	988	£1.58
980	£9,921	7,644	£1.32
15	£628	572	£1.10
6	£18,325	19,968	£0.92
7,7A	£14,340	17,264	£0.83
516, 517, 524, 527	£76,794	98,176	£0.78
1,1A	£2,468	3,796	£0.65
3	£3,510	13,052	£0.27
1	£2,230	N/A	N/A

Table 3 – Passengers and Subsidy Figures for HBC School Service Contracts

Service	Annual Contract Cost	Annual No. of Passengers	Average Subsidy per Passenger	Statutory Requirement
824	£10,731	9,880	£1.09	No
828,829	£34,332	43,700	£0.79	Yes
822	£15,875	21,660	£0.73	No
823	£14,084	29,260	£0.48	No
826	£8,487	23,750	£0.36	No

DEMOGRAPHIC BENEFITS

- 3.4 The report examined the distribution of population in Hartlepool, and the level of accessibility to bus services. A standard of 400 metres walking distance from a bus service was set as a good level of accessibility. It was found that 92% of the population was within 400 metres of a commercial daytime service. The inclusion of the Council's supported bus services puts 94% of the population within 400 metres, benefiting an additional 2,200 people. In relation to evening and Sunday services, 82% of the population were found to be within 400 metres of a commercial bus service. The inclusion of the Council's subsidised evening services increases this proportion to 92% of the population, benefiting an additional 9,400 people.
- 3.5 It can be seen that the supported bus services benefit significant numbers of the Hartlepool population, and in combination with commercial bus services provides coverage to the majority of the population.

RECOMMENDED APPROACH

Tendering and Contracts

- 3.6 Stagecoach currently occupies a dominant position in Hartlepool. Whilst the review has found no evidence of the current block price indicating any element of over-pricing by Stagecoach, it is in the Council's interests to ensure best value by attracting as many operators as possible to bid for future contracts. The Council currently operates an open tender list, which is updated on an annual basis.

Block Contract

- 3.7 Stagecoach currently operates most of the Council's contracts as part of a large block tender. Whilst this provided the lowest price to the Council at the time of the latest contract review, there are disadvantages to the majority of contracts being tied up in this way. It is very difficult for the Council to establish if it still obtains value for money from all parts of the contract and, in the face of constraints on the supported bus service budget, it is difficult to focus on the correct part of the contract to make economies.

Use of De-Minimis Provisions

- 3.8 These provisions achieve best value by minimising the legal procedures and administration involved in the full tendering process whilst increasing the flexibility for managing services. The Council currently makes limited use of de-minimis provisions. It is suggested that the de-minimis provisions are used for all appropriate small-value contracts. It is understood that the Council's constitution will need to be amended for this to occur.

Tickets and Fares

- 3.9 It is suggested that all contracts should specify the acceptance of return and period tickets issued by the principal operator of commercial journeys on the service. It is also suggested that fares on supported services to adopt the same structure followed by the dominant commercial operator.

Service Specification

- 3.10 The supported network is also perceived as being over complicated with too many route variations. This is due in part to reflecting changes to the commercial network. It is suggested that those contracts not falling within de-minimis limits should be packaged into sensibly-worked combinations of services. It is also recommended to simplify the service numbers by following the commercial service designation.

Annual Cost Review

- 3.11 Currently, the Council's contracts are issued for two years, with the extension for a further two years and up to the five year maximum if necessary. The contract prices are reviewed annually with an adjustment based on the motoring element of RPI. It is suggested that the annual review of prices for future contracts is more properly based on the Confederation of Passenger Transport's cost index for the bus industry. This would avoid such a step-increase in contract prices at the time of contract renewal. It would also avoid an artificial inflation of the initial contract price in anticipation of future cost rises.

Data Supply

- 3.12 It is suggested that all contracts should specify the requirement to provide Electronic Ticket Machine (ETM) data in order to analyse the performance of the Council's contracts. This includes the number of passengers carried and revenue collected on a journey by journey basis. A penalty for incomplete returns should be either in the form of a fixed penalty per journey where data is lacking or a fixed proportion of the tender price.

Potential Future Problems

- 3.13 The continued de-registering of commercial services (particularly evenings) would create a crisis for the Council's secured services budget. Faced with such a situation and a constrained budget, this would require some difficult political decisions. The development and adoption of a formal approach to quantifying the overall value-for-money (financial and social) derived from supported services would aid the prioritisation of existing and short term contracts.

Summary of Options for Change

- 3.14 The report examined three different scenarios for future budgets; an increased budget allowing additional services, a smaller increased budget allowing the same or similar services and the same budget allowing fewer services.

An Increased Budget

- 3.15 The report states that there are several options available for an increase in budget, with varying levels of expense. This includes specifying the use of fully accessible low floor vehicles, developing the principal daytime secured services (516,527) into hourly services, improved links to University Hospital of Hartlepool, improved early morning/late evening/Sunday services, improved school contracts using dedicated vehicles and further development of demand responsive services.

A Small Budget Increase

- 3.16 Bus industry costs are rising at three times the rate of inflation. In order to maintain all of the current supported services, the report anticipates a budget increase of between 12% and 15%. However, the current prices for school contracts are considered to be on the low side of the current market average. There is the possibility that tender prices for the school bus elements of the Council's contracts might increase significantly. There may be scope to review the capacity provision of the school operations by the use of double-deckers. There may also be scope for economies by further integration of supported school contracts to minimise the number of vehicles required overall for schools services. The proposed development of the Council's Integrated Transport Unit could also provide significant economies.

The Same Budget

- 3.17 This scenario is for an inflation based increase in budget which, taking account of the cost increases in the bus industry, would be unlikely to cover the costs of the existing contracts. A ranking system would have to be introduced to identify those contracts giving the poorest financial and social value to be withdrawn. As parts of the supported bus network have contracted in recent years, any significant cuts would cause severe social hardship.
- 3.18 A fundamental issue to address, in the face of budget difficulties, regards the provision of non-statutory school buses. These journeys make up a significant proportion of the supported services budget. Of the school services, only services 828/829 carry significant numbers of statutory school pupils (pupils who live more than 3 miles from their school).
- 3.19 The current tendering programme for the supported bus services is provided in **Appendix 1**.

4. CONSULTATION

- 4.1 Consultation is currently ongoing with the Council's Children's Services Department. Consultation is planned with Council Members and the public during February/March 2007 to refine proposed service options for tendering.

5. FINANCIAL ISSUES

- 5.1 The current annual price of the supported bus service 'block' contract is £297,721. Given that costs in the bus industry have risen significantly in the past five years, particularly in the areas of fuel, labour and insurance, it is anticipated that the new contract prices could show a significant above inflation (12 to 15%) increase. This issue was identified as a budgetary pressure for 2007/08.

6. RECOMMENDATION

- 6.1 That the Portfolio Holder approves the undertaking of consultation to refine service options, approves the recommended approach for tendering bus services and approves the development of a scoring system to aid the prioritisation of supported bus services.

Appendix 1

Current Tendering Programme for Supported Bus Services

Date	Milestones	Comments	Progress
8/06	Initial project planning		Initial planning completed after meeting with TAS on 1/08/06
15/8/06	Present report to CLT Portfolio on tendering process	<ul style="list-style-type: none"> Report containing initial information over the need to tender for new contracts 	Report resented on 15 th August 2006
1/10/06 to 1/12/06	Analysis of cost and patronage of supported services	<ul style="list-style-type: none"> Undertaken by TAS Consultants 	Complete
1/11/06 to 15/2/07	On-board passenger survey programme	<ul style="list-style-type: none"> Teesside Joint Public Transport Group (JPTG) 	Complete
20/2/07	Present report to Culture Leisure and Transportation Portfolio on TAS First Stage Report (Initial Recommendations)	<ul style="list-style-type: none"> Deadline 8/2/06 	
20/2/07	Start to prepare tender documents		
Feb 2007	Consultation with Members to refine proposed options	<ul style="list-style-type: none"> Members seminar 	
Feb 2007	Detailed analysis of proposed options	<ul style="list-style-type: none"> Repeat surveys as required 	
Feb 2007	Write 'Contract Notice' advert		
Mar 2007	Public consultation events to refine proposed options	<ul style="list-style-type: none"> Staffed exhibition in Middleton Grange Shopping Centre Town Centre bus surgery Presentations at Neighbourhood Forums 	
8/3/07	Preparation of service specifications		
20/3/07	Present report to Culture Leisure and Transportation Portfolio on TAS Second Stage Report (Final Recommendations)	<ul style="list-style-type: none"> Deadline 8/3/06 	
20/3/07	Finalise tender documents		
6/4/07	Place 'Contract Notice' advert	<ul style="list-style-type: none"> OJEC (52 days) Local press 	
25/5/07	Open tenders at Tender Scrutiny Committee		
28/5/07	Negotiations with successful operator/ operators	<ul style="list-style-type: none"> Required if negotiations result in substantial changes 	
19/6/07	Present report to Culture Leisure and Transportation Portfolio on final results of tender	<ul style="list-style-type: none"> Deadline 7/6/07 	
25/06/07	Registration of new contracts	<ul style="list-style-type: none"> At least 56 days notice to NE Traffic Commissioner 	
26/8/07	Start of new contracts	<ul style="list-style-type: none"> 	

CULTURE, LEISURE AND TRANSPORTATION PORTFOLIO

Report to Portfolio Holder

20th February 2007



Report of: Director of Adult and Community Services

Subject: VARIOUS RIGHTS PROGRAMME

SUMMARY

1. PURPOSE OF REPORT

To update the Portfolio Holder on the revised Various Rights programme

2. SUMMARY OF CONTENTS

The Various Rights programme issues a number of short-term trading licences for defined sites to private operators. Licences are issued by a simple tendering process where the highest bidder 'wins' the site. Due to the recent changes in street licensing the programme has decreased from 22 sites in 2004 to just a handful of sites. This along with other issues have required the programme to be revised further leading to only 2 sites being proposed for the future. Although small in number the effect of the changes will be to provide a small amount of income to support the foreshore budget and to provide public amenity facilities for families with young children at Seaton Carew.

3. RELEVANCE TO PORTFOLIO HOLDER

Various Rights fall within the responsibility of the Culture, Housing and Transportation Portfolio Holder. Licensing in general comes under the Performance Management Portfolio Holder.

4. TYPE OF DECISION

Information report only.

5. DECISION MAKING ROUTE

Culture, Leisure and Transportation Portfolio – 20th February 2007.

6. DECISION(S) REQUIRED

The Portfolio Holder be requested to note the report

Report of: Director of Adult and Community Services

Subject VARIOUS RIGHTS PROGRAMME

1. PURPOSE OF REPORT

- 1.1 To update the Portfolio Holder on the revised various Rights Programme

2. BACKGROUND

- 2.1 The Council has operated a Various Rights programme for many years under its Foreshore activities. The programme was established to rationalise the many requests received from mobile catering and fairground ride traders who wanted to operate in Seaton Carew, the Headland and on some of the Council's parks.
- 2.2 The Various Rights programme identified a number of sites and then defined what type of operation could trade on those sites. Trading rights were offered on a 6-month short term basis, for the periods April to September and October to March. The rights were allocated by a simple tendering process where traders were invited to make bids for sites. The highest bid would win the site subject to conditions of contract.
- 2.3 The vast majority of sites were for mobile refreshment traders. In 2004 the terms of street trading for these uses was revised. The effect of this revision was to change the way street trading licences were issued, allowing traders with a licence to trade on permitted streets rather than on a defined site. As a result the majority of Various Rights sites were discontinued either because they were on permitted streets or so close to permitted streets that traders would gain no benefit from paying for a site. Street trading is now managed by the Public Protection Section under the Local Government (miscellaneous provisions) Act 1982; schedule 4. The Various Rights programme operates outside this legislation by offering short term licences.

3. Revisions to the Various Rights Programme after 2004

- 3.1 The changes to street trading licences only applied to mobile refreshments and therefore did not effect the Various Rights sites that offered pitches for other operations. In addition there were a couple of sites away from the permitted streets that provided a potentially valid trading site for mobile refreshments. This therefore left the following sites in the programme;
1. Seaton Carew ; grassed area by paddling pool – bouncy castle
 2. Seaton Carew ; grassed area by obstacle golf course – children's rides
 3. Seaton Carew ; tarmac area by Bus Station – children's rides

4. Seaton Carew ; Seaton Park by pavilion – children's rides
5. Headland; area by paddling pool – children's rides
6. Summerhill; car park – mobile refreshments
7. Grayfields Recreation ground; tarmac area by pavilion – mobile refreshments

3.2 The period 2004/05 did however, see further changes that required additional revisions to be made to the programme. The key revisions were as follows;

1. Seaton Carew ; grassed area by obstacle golf course – children's rides

Discontinue as whole area was re-landscaped as part of the package of environmental improvements for Seaton Carew

2. Seaton Carew ; tarmac area by Bus Station – children's rides

Discontinue as whole area was re-landscaped as part of the package of environmental improvements for Seaton Carew

3. Seaton Carew ; Seaton Park by pavilion – children's rides

Discontinue as the site has never been taken by a trader

4. Headland; area by paddling pool – children's rides

Discontinue as whole area has been re-landscaped as part of the package of environmental improvements for the Block Sands area at the Headland

5. Summerhill; car park – mobile refreshments

Discontinue as refreshments at Summerhill are now being provided by the Havelock Centre.

6. Grayfields Recreation ground; tarmac area by pavilion – mobile refreshments

Discontinue following redevelopment of Greyfields which removed the previous pavilion.

3.3 In addition, following an approach from a local fairground trader in 2005 a proposal to have an additional site on the grassed area by the paddling pool in Seaton Carew was piloted in the summer of 2005. The site was for a mobile children's ride, complementing the existing bouncy castle site in this location and having the effect of providing a package of amenity facilities for families with young children. The pilot worked well and clearly appealed to the trader and public alike.

4. Proposed Various Rights programme for 2007 onwards

- 4.1 Clearly as a programme primarily set up to rationalise short term trading licences for mobile refreshment traders the changes to the street trading licence system in 2004 had the effect of seriously reducing what could be offered. This along with other factors like landscape improvements further reduced the whole programme.
- 4.2 Accepting these major changes there is still a small role for the Various Rights programme in providing facilities for the public at Seaton Carew whilst at the same time generating a small amount of income to support Foreshore services.
- 4.3 The resulting programme will therefore leave the following sites;
1. Seaton Carew ; grassed area by Seaton Carew Paddling Pool
Bouncy Castle
 2. Seaton Carew ; grassed area by Seaton Carew Paddling Pool
Mobile Children's ride

Bids will be requested from traders in March 2007 for the trading period; April to September 2007 and October to March 2007/08.

5. Recommendations

The Portfolio Holder is requested to:

- i) Note the report

CONTACT OFFICER: Andy Pearson, Parks and Countryside Manager

Background Papers

Various Rights Programme; Report to Community Services and Safety Board. 30th November 2001